5-25-020 Voluntary Delayed Release Program-CSS Policy Review 01/25/2023

PURPOSE OF ORDER:
The purpose of this order is to establish procedures for the Voluntary Delayed Release (VDR) Program at the Century Regional Detention Facility (CRDF).

SCOPE OF ORDER:
This order shall apply to all personnel assigned to or working in any capacity at CRDF.

ORDER:
Per Senate Bill (SB) 833, all inmates have the right to remain in custody for sixteen (16) hours or until normal business hours, whichever is shorter, to be discharged to a treatment center or to be released from jail during the daytime. To ensure the safe release of female inmates, normal business hours have been identified as 0600-2200 hours. This request is voluntary and may be revoked by the inmate at any time. Staff shall not discourage an inmate to participate in this voluntary program.

NOTE: Refer to CRDF Unit Order 5-25-025, “Inmate Safe Release Hours” for additional information related to the hours of release for female inmates.

Line Personnel

All inmates who receive a release pass shall be informed by custody personnel of the VDR program. It shall be the responsibility of module personnel to provide each inmate with the Voluntary Delayed Release Form which can be obtained via the custody section of the Electronic Forms (e-Forms) section of the Intranet. If an inmate voluntarily and knowingly elects to delay their release and remain in custody, they shall indicate on the form their reason for electing to remain in custody. The inmate shall then sign and date the form.

If an inmate declines to participate in this, the inmate must indicate on the Written Expressed Consent to Remain in Custody Waiver that they have refused to participate in the program; they shall then sign and date the form. Waivers shall be signed by each inmate and module deputy despite their decision to participate or not participate in the VDR program. If an inmate elects to participate in this program, the Written Expressed Consent to Remain in Custody Waiver shall be signed by the watch sergeant and watch commander. Inmates who elect to participate in this program shall remain in their housing location until they are released. They shall be provided with inmate meals, medication, and shall be granted the opportunity to use the telephone to make notifications of their voluntary decision to remain in custody.

Inmates who have declined this program shall be escorted to the reception area to be processed for release, except between 2200 and 0600 hours. Under this circumstance, an inmate must remain in their housing location and wait until safe release hours.

NOTE: Spontaneous releases (i.e., bail bond) may be released during nighttime hours. CRDF Reception personnel shall be responsible for processing these inmates for release, in coordination with the bond clerk.

Custody personnel assigned to the rover position are responsible for obtaining the watch sergeant and watch commander’s signatures for inmates electing to participate in this program. Once obtained, the rover shall return the waivers back to the corresponding housing location of the inmate and attach it to the inmate’s

release pass. Module personnel shall then notify reception personnel via email the inmate's name, booking number, time, and date when an inmate elects to participate in the program. Reception personnel shall enter the information in the Delayed Release Process Log. When the time arrives for the inmate to be released, the inmate shall be escorted to the reception area with their release pass and waiver. Reception personnel shall attach the waiver to the inmate's booking slip.

Module personnel must contact the Community Transition Unit (CTU) at stentofone [REDACTED TEXT]Monday-Friday, for inmates who have elected to participate in the VDR Program. Module personnel shall provide CTU with the inmate's name and booking number. CTU will then conduct a follow up interview with the inmate and provide any information and/or brochures related to transitional services. During holidays, weekends, or after hours, the inmate shall be provided with these brochures in the reception area. Inmates who elect to participate in the VDR program shall be processed for release in a timely manner, not to exceed the sixteen (16) hours or until normal business hours, whichever is shorter. It is imperative that this is closely monitored by reception personnel to prevent an over detention.

Revoking the Delayed Release Process

Inmates have the right to revoke their request for a delayed release at any time. Although they retain this right, this does not absolve staff from ensuring that all standard release protocols are followed. Inmates who choose to revoke this right, shall be immediately, and without delay, escorted to the reception area to begin the release process, except between the hours of 2200-0600 hours. Reception personnel shall obtain the inmate's original signed Voluntary Delayed Release form. The inmate shall revoke their request for VDR in the "Revocation" section of the form and sign the form. Reception personnel shall process the inmate for release based upon standard Custody Division release procedures.

Revised 01/03/2023