

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Minimum Conditions		CHAPTER/SECTION NO.: 48.3	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES:		APPROVED: <u>**See Master File</u> Sheriff	
STANDARD NUMBER: 72.2.1		Revised 9/15/03	

48.3 Policy

- 48.3.1 It is the policy of the Weber County Sheriff's Office to provide the following minimum conditions inside the holding cells at the Second District Court, the Second District Juvenile Court and the holding cells in the Sheriffs Office Patrol and Investigation Bureau areas:
- A. Adequate illumination as required by the 1997 Uniform Building Code.
 1. to allow for detainees to read or write without eye strain,
 2. to allow for well-defined observation of these activities and monitoring of the detainee by responsible Deputies.
 - B. Ensure ventilation and circulation of fresh air inside the holding cells within an acceptable temperature range.
 1. Temperatures of 65F degrees to 85F degrees should be within the acceptable limits.
 2. If temperatures drop below or rise above accepted ranges steps should be taken to have temperatures adjusted.
 - C. Detainees are entitled to basic hygiene needs and have access to toilets, sinks, and drinking water.

- D. Detainees will be held in the court holding facility:
 - 1. only during scheduled court dates and times.
 - 2. NOT more than eight hours.
- E. Detainees will not be held over night in a court or in excess of eight hours in temporary detention holding cells at the Sheriff's Office.
- F. A box lunch will be provided to detainees held in the holding facility through the lunch hour or in case of extended court attendance.

48.3.2 Procedure: Second District Court Detainee Holding Cell Environment

- A. The Second District Court building in Ogden is owned and operated by the State of Utah. It is maintained and inspected by the Utah State Division of Facilities Construction and Management (DFCM) regarding sanitation, lighting, HAVC, life safety systems, and other preventative maintenance functions.
- B. Lighting
 - 1. Each holding cell at the Second District Court Building in Ogden is lighted with artificial light as required by the Uniform Building Code.
 - 2. It is the responsibility of Sheriff's Deputies assigned to the court to evaluate lighting levels during the daily holding cell inspection and have repairs made by DFCM to maintain proper lighting levels if needed.
- C. Air Quality/Ventilation/Temperature
 - 1. The holding cells at the Second District Court Building are part of the entire ventilation system of the building. The minimum standards required by the

Uniform Building Code are met by DFCM.

2. It is the responsibility of Sheriff's Deputies to evaluate air temperature and check for evidence of damage or tampering of air vents during the daily holding cell inspection.
3. If repairs or adjustments in temperature are needed, DFCM will be contacted to make the needed repairs and adjustments.

D. Sanitary Facilities

1. It is the responsibility of Sheriff's Deputies to ensure toilets and water basin/fountains are checked during the daily holding cell inspection and are operational.
2. If repairs or adjustment are needed, DFCM will be contacted to make the needed repairs.

48.3.3 Procedure: Juvenile Court Detainee Holding Cell Environment

A. The Juvenile Court building in Ogden is owned and operated by the State of Utah. It is maintained and inspected by the Utah State Division of Facilities Construction and Management (DFCM) regarding sanitation, lighting, HAVC, life safety systems, and other preventative maintenance functions.

B. Lighting

1. Each holding cell at the Juvenile Court Building in Ogden is lighted with artificial light as required by the Uniform Building Code.
2. It is the responsibility of Sheriff's Deputies assigned to the court to evaluate lighting levels during the daily holding cell inspection and have repairs made by DFCM to maintain proper lighting levels if needed.

C. Air Quality/Ventilation/Temperature

1. The holding cells at the Juvenile Court Building are part of the entire ventilation system of the building. The minimum standards required by the Uniform Building Code are met by DFCM.
2. It is the responsibility of Sheriff's Deputies to evaluate air temperature and check for evidence of damage or tampering of air vents during the daily holding cell inspection.
3. If repairs or adjustments in temperature are needed, DFCM will be contacted to make the needed repairs and adjustments

D. Sanitary Facilities

1. The holding cells in the Juvenile Court building are not equipped with any sanitary facilities i.e.: toilet, wash basin, water fountain.
2. Persons being detained in the holding cells will be monitored to ensure that detainees have access to sanitary facilities. Requests by detainees for access to sanitary facilities will be responded to as soon as possible.

48.3.4 Procedure: Sheriff's Office Patrol and Investigation Bureau Holding Cell Environment.

- A. The Weber County Sheriff's Office Complex is the property of Weber County. Building maintenance and repairs are a function of the Weber County Sheriff's building maintenance section.

B. Lighting

1. Each holding cell at the Weber County Sheriff's Complex is lighted with artificial light as required by the

Uniform Building Code.

2. It is the responsibility of Sheriff's Deputies inspecting the patrol office or investigation office holding cells to evaluate lighting levels during holding cell inspection and have repairs made by the Sheriff's Office maintenance section to maintain proper lighting levels if needed.

C. Air Quality/Ventilation/Temperature

1. The holding cells at the Weber County Sheriff's Complex are part of the entire ventilation system of the building. The minimum standards required by the Uniform Building Code are met by Sheriff's Office maintenance section.
2. It is the responsibility of Sheriff's Deputies to evaluate air temperature and check for evidence of damage or tampering of air vents during holding cell inspections.
3. If repairs or adjustments in temperature are needed, the Sheriff's Office maintenance section will be contacted to make the needed repairs and adjustments

D. Sanitary Facilities

1. It is the responsibility of Sheriff's Deputies to ensure toilets and water basin/fountains are checked during the holding cell inspection and are operational.
2. If repairs or adjustment are needed, the Sheriff's Office maintenance section will be contacted to make the needed repairs.