

WEBER COUNTY CORRECTIONAL FACILITY

Volume

FACILITY LIVING AREAS

Chapter

JK 01 - PRISONER HOUSING UNIT

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JK 01/01.00 **GENERAL**

JK 01/01.01 **Purpose**

The purpose of this policy is to provide policy, rationale, and procedure for maintaining prisoner housing unit environments at or above recommended levels and to provide requirements for prisoner housing unit furnishings and fixtures.

JK 01/01.02 **Cross Reference**

JD 06 - Inmate Disciplinary
JI 03 - Inspections and Documentation
JI 04 - Maintenance

UJS K 03.01.01 - K 04.02.05

JK 01/01.03 **Definitions**

design capacity	the number of inmates the facility is designed to house
operational capacity	the number of inmates that jail administration determines can be safely managed in a facility
podular design	a design in which cells, housing units, and day rooms are clustered around a central housing control station permitting an officer to observe all prisoners from a single location
prisoner housing unit	day rooms and cells in a pod section
UJS	Utah Jail Standards
USP	Utah State Prison
WCCF	Weber County Correctional Facility

JK 01/02.00 **FACILITY HOUSING ENVIRONMENT**

JK 01/02.01 **Policy**

It is the policy of the WCCF:

- A. to provide secure housing for inmates based on gender and classification level;
- B. to provide adequate living space for inmates housed in the WCCF;
- C. that all individual cells in the WCCF may be double-bunked; and
- D. that decisions regarding inmate housing may be changed at the discretion of the Sheriff/designee.

JK 01/02.02 **Rationale**

- A. Written policies and procedures are necessary to ensure that staff understand the jail's housing plan, the number of inmates who may be housed in a given location, and the steps to be taken in the event the assigned capacity must be exceeded.
- B. Overcrowding is frequently used as a cause for action in prisoner condition of confinement lawsuits.
- C. The U.S. Supreme Court has ruled that the lack of privacy for inmates resulting from double-bunking is not a violation of an inmate's Constitutional rights.
- D. Exceeding the design capacity of the facility does not equate to a violation of Constitutional rights. However, the facility should operate at or below the design capacity because the design capacity is the capacity which facility officials determine they can consistently operate in a safe and Constitutional manner.

JK 01/02.03 **Procedure: Prisoner Housing Unit Design**

A. **General**

The WCCF is a podular design facility with both multiple occupancy dormitory and double-occupancy cell housing units.

B. Multiple Occupancy Dormitory Housing Units

1. The WCCF is designed with ten dormitory style housing units. These units are divided into four separate sections. Each section within the housing unit has the design capacity to house twelve inmates.
2. Inmates housed in dormitory style units shall receive out-of-cell time as determined by facility administration in compliance with UJS minimums and according to established WCCF privilege levels.

C. Double Occupancy Cell Housing Units

1. The WCCF is designed with fourteen double-occupancy cell housing units. Each cell within these housing units has the design capacity to house two inmates.
2. Inmates housed in double occupancy cells (e.g., R&O, Maximum) shall receive a minimum of one hour out-of-cell time three times per week.

JK 01/02.04 **Procedure: Inmate Population Reduction**

If the WCCF exceeds its assigned capacity (except for short periods of time), staff should:

- A. monitor food and medical service delivery, sanitation, and other inmate services and programs to ensure that the crowding does not result in Constitutional deprivations in those areas;
- B. identify pre-trial detainees who may qualify for lower bail or recognizance release without undue risk to the community and initiate steps to assist with the release;
- C. take steps to reduce the number of prisoners held for other jurisdictions;
- D. consider use of good time credit, court ordered release, or other actions to secure early release for low-risk, convicted prisoners nearing their scheduled release dates.

JK 01/03.00 **PRISONER HOUSING UNIT ENVIRONMENT**

JK 01/03.01 **Policy**

It is the policy of the WCCF to:

- A. provide adequate illumination inside prisoner housing units:
 - 1. to allow for prisoners to read, write, or study without eyestrain;
 - 2. to allow for other prisoner activities and for well-defined observation of these activities by staff; and
 - 3. during periods when prisoners are intended to sleep and allows for prisoner counts while minimizing prisoner discomfort while sleeping;
- B. ensure that electrical wiring and outlets do not create an unreasonable risk to prisoners and that electrical wiring and outlets are not tampered with by prisoners;
- C. maintain air temperatures inside prisoner housing units at an acceptable range, and to monitor air quality and ventilation within prisoner housing units;
- D. provide prisoners with toilets, sinks, and showers that are easily accessible by prisoners within their housing units; and
- E. provide furnishings and fixtures in prisoner cells and living areas that are adequate for various prisoner activities including sleeping, dining, and prisoner social interaction, etc.

JK 01/03.02 **Rationale**

- A. Inadequate lighting during reading, writing, or study can cause eyestrain and discomfort. Adequate illumination can minimize the risk of eyestrain. Adequate lighting also benefits staff who are responsible to monitor inmate activities. There is no specific level of lighting required; however, the level of illumination should be “adequate to read”.
- B. Prisoners have a tendency to create mischief and vandalize and misuse electrical power (to make cigarette lighters, stingers, etc.) which creates hazards for staff and other inmates and could lead to electrical shock. Disciplinary actions should be imposed on prisoners who abuse electrical fixtures to discourage vandalism and mischief.
- C. Prisoner living area temperatures should not remain in an unacceptable range

for extended periods of time. If temperatures drop below or rise above accepted ranges steps should be taken to adjust temperatures. Temperatures of 65°F degrees to 85°F should be within acceptable limits. Proper ventilation of prisoner living areas allows for reduction or prevention of odors and controls migration of smoke in the vent of a fire.

- D. Prisoners are entitled to basic hygiene needs. Prisoners should have access to toilets, sinks, and showers immediately available within their housing unit to satisfy these needs. It is in the best interest of the facility to ensure that prisoner hygiene needs are met to assist in the prevention of odors, body lice, and other potential disease.
- E. A sleeping platform should be provided so that prisoners do not sleep on the floor (even with a mattress). A sleeping platform may be a steel bunk or a raised concrete slab or other means of raising the mattress above floor level.
- F. A storage container should be provided to reduce the amount of clutter, facilitate sanitation efforts, and contain potential fuel for fire.
- G. Tables, stools, desks, etc., should be provided to prisoners for reading, writing, studying, leisure activities, dining and other prisoner activity. There should be enough seating to allow for prisoners to be seated during meal service.
- H. Prisoner housing unit furnishings and fixtures should generally be secured to floors, walls, etc. to prevent vandalism or the use of fixtures as potential weapons.

JK 01/03.03 **Procedure: Prisoner Housing Unit Environment**

A. Lighting/Electrical

- 1. It is the responsibility of WCCF staff to evaluate lighting levels on his assigned post.
- 2. It is the responsibility of WCCF staff to inspect electrical fixtures on his assigned post and to check for evidence of damage or tampering.

B. Air Quality/Ventilation/Temperature

- 1. It is the responsibility of WCCF staff to evaluate air temperature and quality on his assigned post.
- 2. It is the responsibility of WCCF staff to inspect air vents inside prisoner living areas and to check for evidence of damage or tampering.

C. Plumbing

It is the responsibility of WCCF staff to ensure that toilets, sinks, and showers are operational on his assigned post. Sinks and showers should have hot (warm) and cold water available.

D. Reporting Damaged or Broken Fixtures

1. It is the responsibility of WCCF staff to report broken, damaged, and malfunctioning equipment and fixtures discovered on his/her post.
2. WCCF staff shall initiate disciplinary actions against inmates who damage, break, alter, or abuse prisoner housing unit fixtures or furnishings consistent with WCCF policy JD 06, Inmate Disciplinary.
3. WCCF staff who discover damaged, broken, or malfunctioning equipment or fixtures shall complete a maintenance request to have the item repaired.

JK 01/03.04 **Procedure: Living Area Fixtures/Equipment**

A. Cells

1. Cells intended to be occupied by one or two prisoners should provide for each prisoner:
 - a. a bunk or sleeping platform; and
 - b. a storage compartment.
2. Cells should also provide (for use by one or two prisoners):
 - a. a desk for writing, reading, studying, etc., with a stool or chair;
 - b. toilet; and
 - c. sink.

B. Dormitories or Other Multi-Occupancy Cells

1. Dormitories or multi-occupancy cells should provide for each prisoner:
 - a. a bunk or sleeping platform; and
 - b. a storage compartment.

2. Dormitories or multi-occupancy rooms, should also provide (for common use):

- a. toilets, and
- b. sinks.

C. Day Rooms

- 1. Day rooms should provide adequate tables and seating to meet the needs of the prisoners that the day room is intended to serve.
- 2. There should be enough seating in a day room for prisoners in a housing unit who are eligible for common dining to eat at a table.

D. Segregation Cells

- 1. Segregation cells may be furnished in a manner that accommodates the special needs of prisoners who are:
 - a. mentally ill;
 - b. violent or self-destructive; and/or
 - c. disabled.
- 2. Segregation cells should, at a minimum, be equipped with a mattress. A bunk or sleeping platform should be provided unless it would create a significant risk to staff or the prisoner.

E. Securing Fixtures and Furnishing

All prisoner housing unit fixtures and furnishings should be bolted, welded, cemented, or otherwise secured to floors, walls or other fixed surfaces. Individual exceptions may be made:

- 1. in minimum security or low risk areas;
- 2. when the condition would not result in a risk to staff, prisoners or the public; and
- 3. only upon consideration and approval of the Jail Commander.