

**REPORT AND RECOMMENDATIONS OF THE JOINT TASK FORCE
REGARDING PRISONER PROCESSING WITHIN FRESNO COUNTY
JANUARY 31, 2007**

BACKGROUND:

The Joint Prisoner Processing task force was created as one of the five recommended task forces preceding the joint City-County meeting on July 20, 2006.

The focus of the committee was decided on during the first meeting. At that time the committee decided the task force would focus on spending tax dollars wisely, efficiency, effectiveness, public safety, public health, and the quality of life for the citizens in this county

The mission of this task force is:

“To improve the efficiency and effectiveness of prisoner processing in Fresno County.”

Formation of the Joint Prisoner Processing Task Force

With the exception of the Hamilton Yard Sub Committee, each of the other the four Task Forces had the same basic member configuration. The Joint Prisoner Processing Task Force members included:

- Facilitator selected by the Chamber of Commerce: Kurt Madden, Fresno Unified School District
- Chairperson selected by the Chamber of Commerce: Sam Geil, Geil Enterprises
- Member of the Fresno City Council: Councilmember Cynthia Sterling
- Member of the Fresno County Board of Supervisors: Supervisor Phil Larson
- Rural Fresno County Eastside representative nominated by the Fresno County Supervisor Judy Case: Tom Whiteside, Chief, Selma Police Department
- Rural Fresno County Westside representative nominated by the Fresno County Supervisor Phil Larson: Lee Nilmeier, Harris Ranch, Security
- Representative of the Fresno Police Department: Sharon Shaffer, Deputy Chief of Police
- Representative of the Fresno City Manager’s Office: Jon Ruiz
- Representative of the Fresno Sheriff’s Office: Tom Gattie, Assistant Sheriff
- Representative of the Fresno County Administrator’s Office: Brandi Orth, Principal Administrative Analyst

The first meeting of the Task Force on Joint Prisoner Processing was held on August 23, 2006, at One by One Leadership, in Fresno, CA.

During the four month period the task force met, and additional members of our community joined the meetings and provided invaluable insight and information. This allowed the task force to move quickly and with a high level of confidence based on factual information. The additional attendees included:

- Gary Osmondson, Fresno County, Information Technology Department
- Patrick Stevens, Fresno County Sheriff, Information Technology Department

Paul LeDuc, Fresno County Sheriff, Information Technology Department
Mack McLaughlin, Fresno Police Department
Mike Zacary, One By One Leadership
Jose Flores, Fresno County Sheriff
Conrad Nerdahl, Fresno Police, Information Technology
Jim Koch, Clovis Police Department
Doug Taylor, Clovis Police Department
Mike Reid, Fresno Police Department
Hobby Ballard, Sheriff IT Department

Process:

Our objective, as defined during the first joint prisoner processing task force meeting was to identify the “key opportunities” to improve prison processing for Fresno County.

Two key opportunities were quickly identified:

1. Technology
2. Location

Technology

Field Identification and Prisoner Processing Forms were quickly identified as bottlenecks in the process. Below is the current Fresno County Sheriff’s Department inmate processing steps (12):

1. Suspect is arrested
2. Report is completed...suspect transported to jail
3. Arrive at jail booking
4. Arrestee medically screened
5. Arrestee presented to booking officer
6. Arrest report is Q.A...OK...accept arrestee*
7. Pass metal detector...now in secure area
8. Arrestee is searched...placed in pre-booking area
9. Booked into jail
10. Mug shot taken and printed “positively identified”
11. Classified and dressed in jail clothing
12. Enters prisoner housing area

*Arrestees with warrants are treated differently due to the nature of the arrest.

Problems with the current process:

- At the time in which the committee was meeting, it was understood the biggest problem with the current prisoner processing steps was the arrest report was being duplicated. At that time, the County stated that problem would be solved by

12/01/06 with implementation of the new Custody Management System, Offender Track, with the exception of Fresno Police Department and California Highway Patrol. However, due to unforeseen circumstances, that date has since been pushed back to mid 2007.

- The process currently involves the Fresno Police and Sheriff both complete the paper form, and then keyboard all information in at the Sheriff's department. The goal is to eliminate the re-entry of data at the County Jail.
 - Approximately 90% of the people being booked into jail have been there before. If the report was readily available, the arresting officer would be able to return to the field as soon as possible. A common database for the electronic form would solve this issue and improve police officer efficiency
- The challenge with the current arrest process is the arrestee is not positively identified until step 10 versus between step 1 and 2. Positively identifying arrestees as early in the process as possible would save the officers valuable time and potential costly litigation.

Opportunity for Improvement

1. Accelerate the process
2. Place a higher priority on positively identifying prisoners
3. Form a multi-agency committee to oversee the process/project

Location

- The committee agreed location of the joint processing center needs to be close to the jail.
- Currently, there is available space close to the jail, but the city and county must act on the available space. Once the location is secured, tunnels will need to be constructed to link to the current system.

RECOMMENDATIONS:

Based on these three policies, the recommendation has been made:

1. Technology will dictate the process, then policies
2. The manual process will be kept in place until the new technology is implemented, and will be used as the back-up method in case of technology failure in the future.
3. The joint prisoner processing center will involve multiple agencies

Technology

It is the recommendation of the task force to create an advisory committee to assist the various public safety agencies specifically with the technology challenges/opportunities mentioned in this report.

Specifically:

- It is recommended that the RAN Board of Fresno County be considered as the advisory committee and make recommendations to the City and County.
- The RAN Board would then appoint/select various members of the local public safety agencies to serve on the Technical Advisory Committee for the purpose of:
 1. Studying and recommending changes to the multiple facets of public safety technology.
 2. Act as the information communications vehicle to all the County public safety agencies.
 3. Coordinate the interaction between all the County public safety agencies.
 4. This would insure that processes like fingerprinting and the ID process run in parallel.
- Currently, there is a Technical Advisory Committee (TAC) in place, but they only meet on an "as needed basis," as requested by the RAN Board of Fresno County. The only offices currently participating in the TAC are the Fresno Police Department, Clovis Police Department, and the Sheriff's Department. This recommendation would specifically include implementing a formal meeting process for the Technical Advisory Committee.
- We would also recommend the TAC be given more responsibility such as: reviewing computer hardware requirements and working with the smaller county agencies allowing their input and recommendations.

This recommendation is based on the discussion had on October 11, 2006, regarding the current duplicate efforts already taking place by other public safety agencies. The current major problem the TAC is faced with is determining whether or not the technical committee should go forward with building an interface to share data between the two agencies now, or if they should wait until the new NetRMS system arrives. This process could take up to two years. The discussion is as follows:

- There have been requests made by other committees in the County (1/2 dozen) to move forward and build the interface. So far the technology department has supplied all of the information requested by the committees.
- The problem is that there is only a certain amount of resources and personnel to do these tasks, and the technology department

has been assigned by the county a \$10 million project, which is a long term investment, to work on three programs: NetRMS, Offender Track, and the CAD system.

- Currently, the Sheriff's department has committees that are duplicating the efforts in this committee in that they are also looking for a way to speed up the interface project.

II. Multi-Agency Committee

A. As the technology department continues to work on these projects, it may be beneficial to recommend a multi-agency committee. That will serve a number of purposes including:

- Communicating in a blanket manner to all interested parties
- It will make all parties work together
- Councilmember Sterling reiterated how important it is that we are all on the same page.

Location

- It is the recommendation of the task force to acquire land nearest the current jail, or to make the prisoner processing center inside the new jail reception area as it would be advantageous to locate a prisoner processing center. This will provide the necessary space and utilization of existing infrastructure with minimal cost to the public.
- The location at the Northwest corner of Fresno and "M" Street has been discussed as a recommendation by the committee because it fits all of the requirements needed for a new site as determined by the task force. However, the location will need to be further researched. It is also important to note that depending on new technology, location may not be a vital issue if a subject is positively identified in the field via wireless technology.

Please Note:

The mission of the public safety integration task forces as a whole is to allow technology to drive the process and determine recommendations. Currently, the issue of location is still on the table unless technology dictates a different recommendation.

- It is imperative this item receives full consideration as soon as possible as the City of Fresno will be forced to move out of their current facility in the next two years due to their increase in size and need for more space to work effectively and efficiently.

Contracting with the City of Fresno

- Depending on the dollar amount, which will be part of the tasks given to the Technical Advisory Committee, the City of Fresno will contract with Fresno County to process all of the cities inmates.

- Currently, the Fresno Sheriff's Office processes +/-44,000 inmates per years, and the City of Fresno makes up on average 50-55% of those inmates.
- The City of Fresno will lose their current processing center in approximately 2 years. Simultaneously the County is looking at expanding their facilities, and it will be a significant benefit to both agencies to allow the Sheriff's office to take over all of prisoner processing via contract.
- Currently, the Evidence and Property Task Force is recommending the Sheriff's Office contract with the City of Fresno to manage all property and evidence. Given the property and evidence recommendation, it will be beneficial to look into doing a trade off between services provided the costs to one agency are not extreme.

PLEASE NOTE: The cost analysis has not yet be completed, but it is the recommendation to complete a full cost analysis of this trade off to determine if this would supply a beneficial outcome in the future.