



# *Marion County Sheriff's Office*

An aerial photograph of a large, multi-story facility complex, likely a corrections bureau, with several buildings and parking lots. The image is semi-transparent and serves as a background for the text.

## Corrections Bureau ANNUAL REPORT 2013

# HISTORY

The current facility opened in December of 1985. The facility consisted of four separate housing units (Pods) with a total housing capacity of 384 inmates. On May 20, 1987, as a direct result of overcrowded conditions, the Marion County Jail received permission from the Florida Department of Corrections (which at that time governed jails) to double bunk the majority of the existing single bunked cells. This raised the capacity to 664 beds. In 1990, the jail was still experiencing growth and a 224 bed open dormitory (Echo Pod) addition was constructed, which increased the capacity to 888 beds. In 1992, with the anticipation of future growth, an additional 224 bed open dormitory (Foxtrot Pod) was constructed. **This increased the jail's total housing capacity to 1,112 beds. In December 1993, inmates were moved into the Tri-County Work Camp.** The work camp was funded by the State and operated by the Sheriff. By moving inmates into the work camp and reducing the overcrowded conditions at the jail, it was not necessary to open Foxtrot Pod. On March 31, 1997, State funding was discontinued for the Tri-County Work Camp and the facility was turned over to the Department of Juvenile Justice. The closing of the work camp forced the opening and staffing of the second open dormitory section, Foxtrot Pod. In 1997, the Echo and Foxtrot Pod housing capacities increased by adding eight beds to each section of both pods, bringing their capacity to 256 beds each. Additionally, eight of the existing single bunked cells in Alpha Pod were double bunked increasing the total housing capacity in the jail to 1,248 beds. As a result of aggressive fiscal management, **coupled with the sale of excess military property, the Sheriff's Office returned approximately 2.5 million dollars to the Board of County Commission for FY 98/99.** An additional amount of \$614,736.00 was returned from the FY 99/00 budget. A portion of these funds were approved for the construction of a low cost 256 bed inmate worker barracks, bringing the housing capacity to 1,504. The remainder of those funds were earmarked for additional infrastructure expansion at the jail. The inmate capacity exceeded the authorized bed space, forcing the use of temporary bunks in various areas of the jail. Jail overcrowding can lead to discipline problems involving the custody and control of inmates, violation of accreditation standards and the possibility of judicial intervention. During 2002, the County taxpayers approved a 1 cent sales tax increase to fund capital improvement in the County. Much of this money was used to fund the expansion of the Jail. Construction started in the Spring of 2005 and continued through 2006. The Food Services and Laundry Services Units completed their move into the new expansion in 2006. Booking, medical, and additional housing units were completed in January 2007 bringing the bed capacity to 2,164. In 2009, we double bunked Alpha Pod, B-section which added an additional 16 beds which brought the bed capacity to 2,180. During 2007, the Interim Building, which was used in the past for housing inmates, was in the process of being renovated. Upon completion in 2008, Jail Administration, Video Visitation, **the Department's Fitness Facility and the Multi-Purpose Conference Room** were all completed and located in that building. In 2010, the inmate worker barracks was renovated and pre-trial juveniles along with direct file juveniles began **being housing in what is referred to as the Marion County Juvenile Detention Center.** Because of this, the jail's current bed capacity is 1,924 and the Marion County Juvenile Detention Center is 256 beds. The Jail Administration moved back into the jail in May of 2011.



# ACCREDITATION

The Marion County Jail is currently accredited through the Florida Corrections Accreditation Commission (FCAC), the American Corrections Association (ACA) and meets all Florida Model Jail Standards. The Accreditation process is a voluntary program that offers jails the opportunity to evaluate their operations against established standards, remedy deficiencies, and upgrade the quality of the correctional programs and services.

The Florida Model Jail Standards are minimum standards which jails across Florida must meet ensuring the constitutional rights of those incarcerated are upheld. Prior to 1996, the Florida Department of Corrections was responsible for the standards and inspection process for local county jails. Legislation was passed in 1996 that gave the authority of inspections to the local level. This change required the Florida Sheriffs Association and Florida Association of Counties to appoint individuals to serve on a Committee that would govern standards that local jails must comply with. The Florida Model Jail Standards Committee has three representatives appointed by the Florida Sheriffs Association and two appointed by the Florida Association of Counties. The Florida Sheriffs Association provides support to the FMJS Committee; however the FMJS Committee is a separate entity. Committee members serve two-year terms and elect a chair. The goal of the FMJS Committee is to develop and continually enforce model standards adopted by the group.

The American Correctional Association is the oldest and most prestigious correctional membership organization in the United States. Founded in 1870, ACA currently represents more than 20,000 correctional practitioners in the United States and Canada. Members include all levels of staff from a wide variety of correctional disciplines and programs, as well as professionals in allied fields and representatives from the general public. In addition, the Association represents the interests of affiliated organizations whose goals, while similar to those of ACA, focus on interdisciplinary concerns within the realm of corrections. The MC Jail has been accredited by the ACA since 1990.



In July, 1997, during the Florida Sheriff's Association (FSA) meeting in Naples, Florida, a sub-committee was formed by the Florida Model Jail Standards (FMJS) Committee to develop an independent, voluntary Corrections Accreditation program. The Florida Corrections Accreditation Commission, Inc. (FCAC) is the result of the committee's efforts.

The Florida corrections accreditation program offers the opportunity to evaluate each facility's operations against standards developed by the Florida Corrections Accreditation Commission. This process allows staff to remedy deficiencies and upgrade the quality of correctional programs and services.

The recognized benefits from such a process include:

- **improved management**
- **a defense against lawsuits**
- **potential reduction in liability through adoption of sound operating practices**
- **demonstration of a "good faith" effort to improve conditions of confinement**
- **increased accountability**
- **enhanced public credibility for administrative and line staff**
- **a safer and more humane environment for personnel and inmates**
- **establishment of measurable criteria for upgrading programs, personnel, and physical plant**

The Marion County Jail has been accredited through the FCAC program since its inception in 1998. In addition to submitting annual reports certifying continued compliance, the jail is required to be inspected every three (3) years by a group of assessors appointed by the accrediting body. An extensive audit determines our continued compliance with approximately 236 standards.

# JAIL BUDGET

## INMATE COST PER DAY

The average daily inmate population during 2013 was 1,479. However, during the Fiscal Year 12/13, the average daily population was 1,522. These figures determine the cost per day to house an inmate in the Marion County Jail.

$$\begin{array}{rclclcl}
 \text{(see below)} & \$27,943,117.58 & / & 1522 & = & \$18,359.47 \\
 & \$ 18,359.47 & / & 365 & = & \underline{\$ 50.30} \\
 & & & & & \text{(COST PER DAY)}
 \end{array}$$

This \$50.30 cost per day for FY 12/13 is \$4.10 more than last year's \$46.20 cost per day.

TOTAL JAIL OPERATING EXPENSES:	\$28,980,831.83
Inmate Meals	\$269,158.71
Inmate Medical	\$22,094.91
Inmate Subsistence Fees	\$149,715.92
Inmate Medical Intake Fees	\$45,134.55
Inmate ID Card Fees	\$606.73
<b>Inmate Housing U. S. Marshal's Office</b>	\$490,803.43
Social Security Administration	\$60,200.00
TOTAL RECEIPTS:	\$1,037,714.25
<b>ACTUAL OPERATING EXPENSES:</b>	<b>\$27,943,117.58</b>

During the fiscal year 2012-2013, which runs from October 1, 2012, through September 30, 2013, it cost \$28,980,831.83 to operate the Jail. Also during this period, the Jail generated funds from a daily subsistence fee, booking subsistence fee, inmate medical service fee, U.S. Marshal's Service for housing federal inmates, and Social Security Administration, totaling \$1,037,714.25. This money was returned to the Board of County Commissioners resulting in an actual cost of \$27,943,117.58 to operate the jail.

Jail Budget FY 12/13 was \$27,943,118

County Budget FY 12/13 was \$524,843,932

## INMATE POPULATION

The average daily population for 2013 was 1,479 inmates, compared to 1,613 inmates for 2012. Juveniles who have not been sentenced as adults must be housed separate from the adult population. The average daily breakdown of the inmate population consists of 67% white inmates and 32% black inmates while all others is 1% of the average daily population. The inmate population fluctuates from day to day and month to month. During May 2013, our peak population was recorded at 1,572.

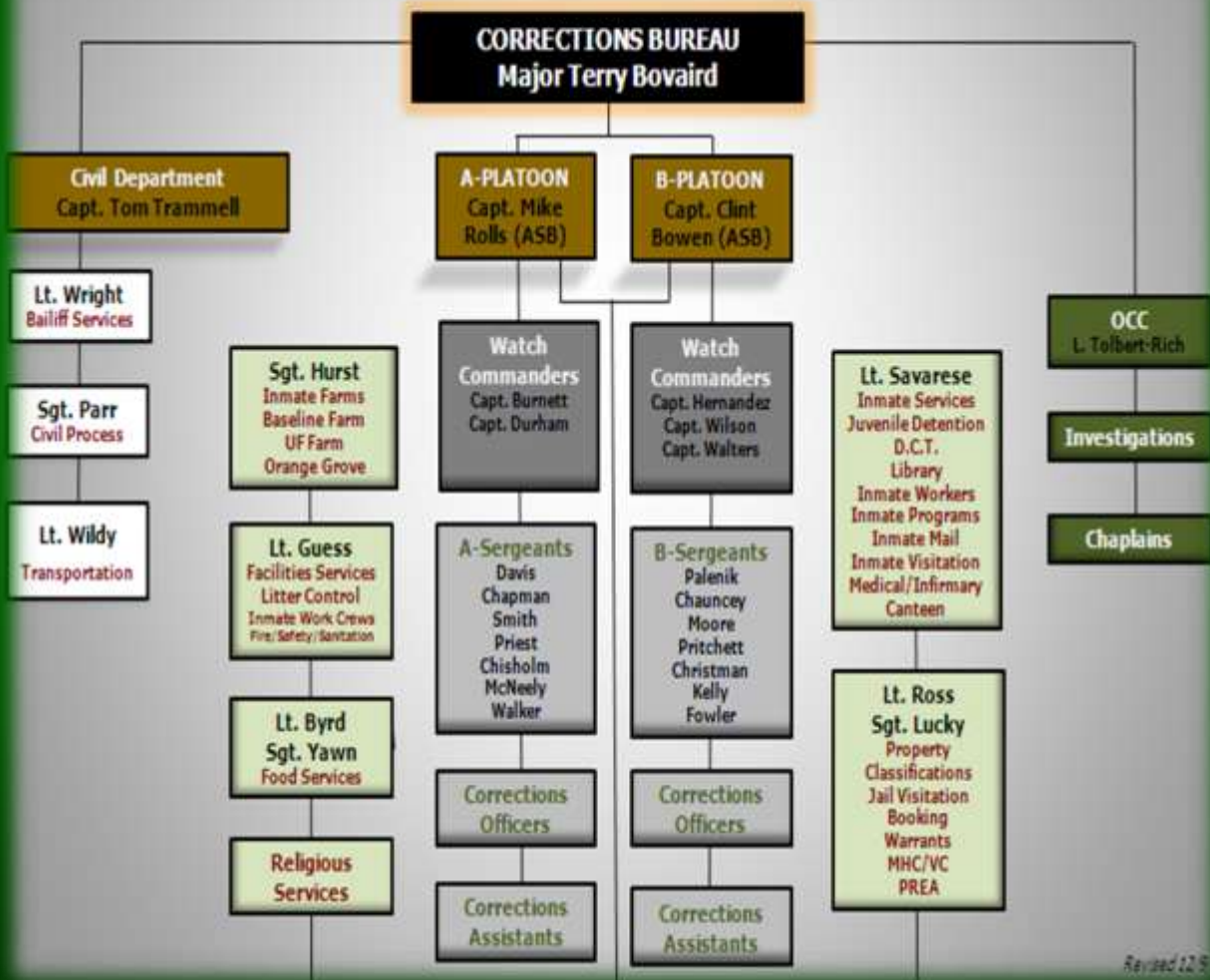
AVERAGE POPULATION:	Total Male:	1,226	Felony:	1005	68%
			Misdemeanor:	221	15%
	Total Female:	253	Felony:	195	13%
			Misdemeanor:	58	4%

# CHAIN OF COMMAND

The Bureau Chief oversees all functions of the Bureau and administers the responsibilities of each Division within the Bureau. The Bureau is divided into the following two divisions:

- Custody and Security Division
- Civil Division

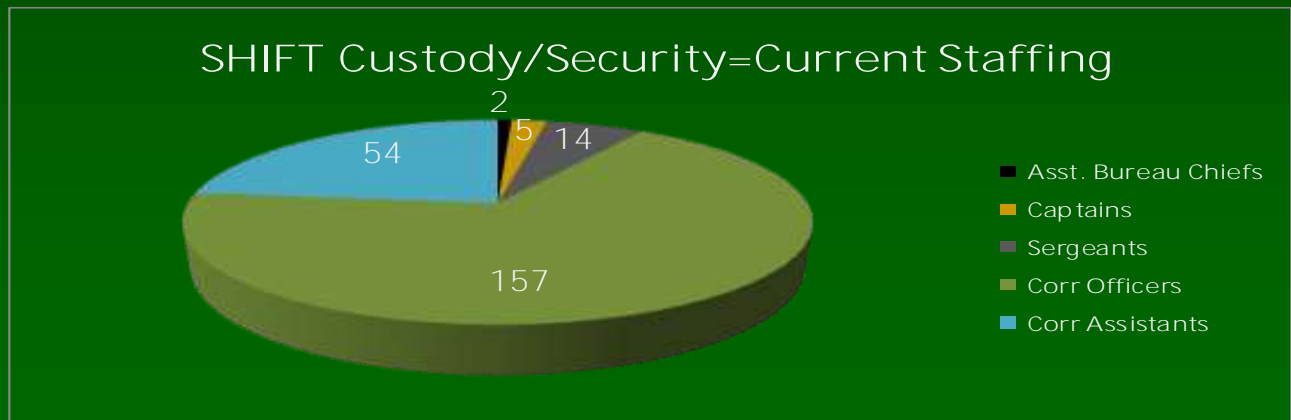
## MARION COUNTY SHERIFF'S OFFICE CORRECTIONS BUREAU



Revised 12/9

# CUSTODY & SECURITY

Custody and Security has five Watch Commanders who oversee the overall custody and security of the jail facility. Custody and Security is the backbone of the Marion County Jail operation. It is comprised of two platoons with two shifts on each platoon. Sergeants work directly under the Watch Commanders to assist in the supervision of the shift employees. The Marion County Jail is comprised of ten housing pods with a rated capacity of 1,924 beds. The jail population is comprised of sentenced and un-sentenced inmates who are in jail for any number of offenses. The Jail has sworn and non-sworn personnel. The sworn are responsible for supervising and coordinating daily activities within the facility. Some of these duties include: recreation, visitation, serving meals, headcount, medical visits, laundry exchange, responding to emergency situations and inspections of housing areas for sanitation and security breaches. The non-sworn provide a variety of clerical and support functions for the sworn. A sworn officer is required to have over 530 hours of training. In addition, a minimum of 40 hours in-service training is required each year. A non-sworn employee is required to have 16 hours of in-service training each year.



## DISTURBANCE RESPONSE TEAM (D.C.T.)

The Disturbance Response Team consists of sworn officers, who are utilized to supplement other corrections personnel during situations which present a high risk of danger of injury if handled through conventional means. The members are required to have 40 hours of mandated training which includes 16 hours that is specifically related to the emergency unit in addition to 6-8 hours of training each month. They are trained in numerous less than lethal munitions and handle a wide array of disturbances inside the jail. Shakedowns are conducted by the D.C.T. members in various areas inside the jail. This is a more focused and precise search in an effort to locate contraband throughout the jail. Officers interested in joining the D.C.T. must pass a physical fitness test as well as an oral board.

## JAIL INVESTIGATIONS

The Jail Investigations Unit consist of one full-time Investigator, one part-time Investigator and a volunteer. The duties range from investigations on applicants for employment for the Marion County Jail along with investigations on inmate/officer reports. Jail Investigators handle all criminal complaints within the jail and make arrest as necessary. They also assist other agencies by providing copies of inmate telephone calls, inmate video visitations and inmate mail when needed for evidence. Jail Investigators monitor inmate calls and disseminate intelligence to the appropriate division/unit.

INMATE TO INMATE	2012	2013	PERCENTAGE INCREASE/ DECREASE
	145	110	32% decrease
INMATE TO OFFICER	2012	2013	PERCENTAGE INCREASE/ DECREASE
	10	10	0% increase/decrease

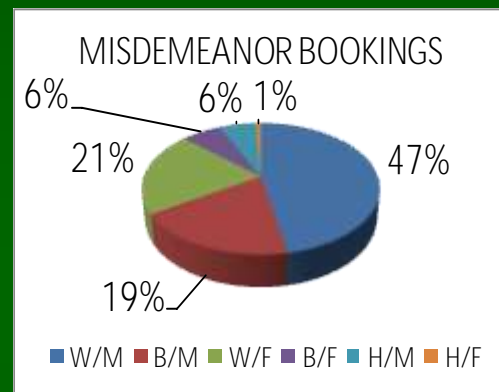
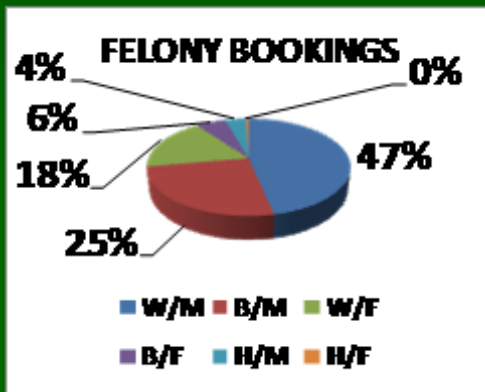
# CLASSIFICATIONS UNIT

## CLASSIFICATIONS

The Classifications Unit is responsible for processing court dispositions, criminal histories and arrest reports. They also communicate with other Local, State and Federal Agencies on Law Enforcement matters. They are responsible for cell assignments, inmate worker clearance, classifications, release dates, checking release packets, reviewing inmate records and confirming warrants after hours. It is the policy of the Marion County Sheriff's Office to segregate inmates housed in the Marion County Jail to ensure safety and security of the individual inmates, as well as smooth operation of the facility.

## ADMINISTRATIVE BOOKING

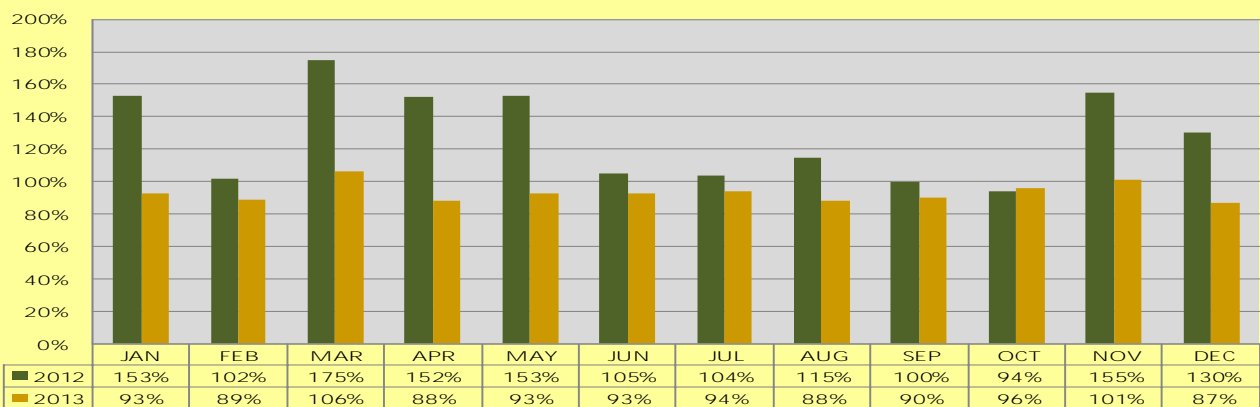
The Booking Unit is responsible for booking and releasing over 27,000 inmates a year. Through progressive law enforcement and the judicial process, Marion County has an incarceration rate of 4.4 inmates per 1,000 population as compared with a state average of 2.9 inmates per 1,000 population. The total number of inmates booked consists of both felony and misdemeanor arrests. Felony bookings consists of 45.6% while misdemeanors make up 54.4%. The total inmates booked for 2013 were 13,830. The total inmates released in 2013 were 14,010.



## WARRANTS

The Warrant Secretaries were an addition to the Corrections Bureau after our staffing analysis was completed earlier this year. These employees enter all the warrants into the local and national system through FCIC and NCIC databases. The deputies then use this information to apprehend wanted persons. Citizens contact Warrants on a daily basis to ascertain if someone has an active warrant. The Warrants Unit is a high liability area that requires a good working knowledge of CJIS procedures and FSS regarding warrants and extradition issues. FDLE and the FBI conduct audits of this unit to ensure proper procedures are being done with entering warrants into NCIC/FCIC.

Percent of Warrants Served



# CLASSIFICATIONS UNIT



## MENTAL HEALTH COURT

MCSO is an active participant in the Marion County Mental Health Court (MCMHC). The mission is to divert non-violent defendants with mental illness from the Marion County Jail and active criminal prosecution in the Marion County Court to appropriate community based treatment and support services to best protect public safety, reduce recidivism and help those defendants to build successful lives. The priority of the Marion County Mental Health Court (MCMHC) is public safety. In that regard, the MCMHC seeks to address the mental health issues that often result in certain defendants being repeatedly taken to the Marion County Jail. The MCMHC offers certain defendants the chance to be diverted from the jail while those defendants are connected to therapeutic and other community services. MCSO has been fully involved from the inception of the MCMHC and will continue to be dedicated to the future success and continuation of the program.

## PRISON RAPE ELIMINATION ACT (P.R.E.A.)

The topic of sexual abuse of inmates was acknowledged by the United States Congress in 2003 when it unanimously passed The Prison Rape Elimination Act (PREA). The federal Prison Rape Elimination Act of 2003 was designed to “provide for the analysis of the incidence and effects of prison rape in Federal, State and local institutions and provide information, resources, recommendation and funding to protect individuals from prison rape”. PREA required the Department of Justice to issue standards outlining the steps that facilities should take to address sexual misconduct prevention, detection, and response. On June 20, 2012, DOJ issued the Final Rule for the National Standards which went into effect August 20, 2013. The PREA standards require agencies to ensure that each facility operated by the agency, or by a private organization on behalf of the agency, receive an external audit. There are 190 PREA standards. To be in compliance, MCJ must have their first audit completed by August 20<sup>th</sup>, 2014. Due to the implementation of P.R.E.A., the Marion County Jail has begun policy changes, curriculum development, employee education and a review of our data collection and standard analysis.



There are many P.R.E.A. standards which include:

- Prevention Planning
- Responsive Planning
- Training and Education
- Screening for Risk for Victimization and Sexual Abuse
- Official Response to Reports
- Investigations
- Discipline
- Medical and Mental Health Care
- Data collection and review
- Audits



# INMATE SERVICES UNIT

The Inmate Services Unit of the Marion County Jail is responsible for Laundry, Sewing, Laundry, Religious Services, Inmate Programs, Inmate Mail, Video Visitation, Medical Security and Inmate Workers. Along with providing inmates clean uniforms, mattresses and pillows, and mail services, the Jail works hard at reducing recidivism and assisting with providing the community with a productive member of society.

## Laundry/Indigent Services

The Jail is comprised of a laundry room which is operational five (5) days a week. On an average day, 4,000 pounds of laundry is washed and dried. Indigent Services is responsible for providing specific supplies to the indigent inmate population. An indigent inmate is defined as any inmate who has a negative balance in their account for a period of at least seven (7) days.

## Sewing

A program is offered for female inmate workers to learn different sewing stitches and garment making techniques. The inmates assigned to this program make all the jail inmate uniforms from bulk/rolled material. Repairs to garments are taught and made when necessary. Inmate workers are also taught to make the mattresses and pillow covers that are used within the jail facility. The inner core of the pillow and mattress are bought and then stuffed into the made covers. They also repair used covers to save on cost.

## Inmate Mail

This unit is responsible for receiving and sending all mail for the jail inmates. In 2013, the mail program had 84,538 pieces of incoming mail and 45,302 pieces of out-going mail. Our indigent mail totaled 29,106.

## Inmate Library

The Inmate Library provides general library services (reading materials) to jail inmates. Books are taken to each housing unit on a weekly basis and inmates may check out these books for their reading pleasure. Books are donated to the library or purchased through the Inmate Welfare Fund. The library also provides access to legal materials for those inmates who are serving as their own legal representative or pursuing legal matters other than their own criminal cases. Maintenance of the law library is governed by Florida State Statutes and accreditation standards. During 2013, the law library provided 1,866 motions and 1,925 samples of case law to assist the pro-se inmates in preparing their court cases.

## Inmate Canteen

The Inmate Canteen Services provides canteen services once a week to the inmate population. Over the counter medications, snacks, personal hygiene care products and clothing are available for sale at fair market value. Canteen services are provided through a contractual agreement with Keefe Commissary. This contractual agreement allows us to free up personnel which were transferred to other functions of the facility. The Canteen Service processes all inmate accounts, deducts charges and balances credits and holds. In accordance with Florida State Statutes, all profits from the Canteen are used to provide services that benefit the overall inmate population.

## Inmate Workers

Each inmate is evaluated upon being booked into the jail for work placement in and outside the facility. Depending on their classification and medical status, inmates are assigned work duties while being housed at the jail. This program is designed to correlate actual inmate jobs into public sector jobs. While working and providing a valuable labor source for governmental agencies within Marion County, the inmates are also learning a usable trade. Inmate workers provided 22,712.31 man-hours of labor per week or 1,181,040 man hours of labor for the year to governmental agencies. At an average minimum wage of \$7.79, this resulted in a savings to the taxpayers of \$9,200,301.60.

## Medical Security

Medical services are provided to all inmates in a medical clinic located inside the jail facility. To ensure safety of all medical staff and inmates, one (1) Corrections Officer is assigned to this post.

# INMATE SERVICES UNIT continued.....

## Inmate Programs

The Inmate Programs Unit provides inmates, released from the Marion County Jail, with skills necessary to gain meaningful employment while still incarcerated. The objective of the Program Service Unit is to reduce recidivism and assist in providing the community with a productive member of society. This in turn will reduce the financial burden of the taxpayers. **The Marion County Sheriff's Office recognizes the importance of substance abuse treatment for persons incarcerated with substance abuse problems.** Our target is to identify inmates with current and/or past arrests for substance abuse and enroll the individual into a similar treatment program. Inmate workers identified with a history of substance abuse are required to participate in substance abuse programs. The Inmate Programs Unit also provides Spiritual education, Church services and Bible study to the inmates of the Marion County Jail. With two full-time Chaplains and a multitude of volunteer Chaplains, the Marion County Jail assists in serving the inmate population with much needed spiritual guidance. When requested, the Chaplains provide individual counseling with inmates requesting personal guidance. The Chaplains also assist outside Clergy with inmate visits. Many local organizations and individual citizens donate Bibles to the Marion County Jail. Bibles are provided to the inmates without charge. A partnership began in 2008 with the Faith and Justice Coalition. The goal of this partnership is to reduce recidivism by providing life coaches and community resources to the inmates to achieve a successful re-entry into society. The programs listed below are designed to reduce the number of inmates returning to jail and to improve the quality of life for the offender and their family upon release.



- **Religious Services**

Church services are provided to the general population and segregated inmates. An average of 906 inmates a week participated in religious services in 2013. Bible studies are offered on various days throughout the week. 4,750 Bibles were distributed to inmates in 2013.

- **Alcoholics Anonymous**

Alcoholics Anonymous is a substance abuse program supported by volunteers from the local AA community. It is a fellowship of men or women who share their experience, strength and hope with each other so they can solve a common problem, while helping others to recover from alcoholism. A total of 762 inmates were assigned to A.A. classes in 2013.

- **Christian 12-Step Programs**

This is a Christian Bible based support group recovery program for both males and females with addiction to drugs, alcohol, or other control habits. **This program provides inmates with a clearer concept of their "Higher Power" in Jesus Christ.** The local chapter of 12-Step Ministries partner with the Jail to provide this service. During the 2013 year, a total of 982 inmates were assigned to attend this program.

- **Reformers Anonymous**

This program is a Christian based addictions program that teaches the different steps that lead to blessings from God. It is sponsored by Memorial Baptist Church in Belleview and is currently available to the female inmates. The church has the program available at the church on Friday evenings, which makes it an excellent tool for those female inmates that wish to continue with the program upon release. This program began in July 2011.

- **Women Enhancing Spiritual Traits (W.E.S.T)**

This program focuses on women with substance abuse and life skill issues. The W.E.S.T. program is a holistic program offering the women numerous skills to overcome hurdles and provide tools for independent living. Several elements of the twelve-week program include, Work Place readiness, Anger Management, Parenting, Straight talk (Women Health Issues), Substance Abuse and a Mentors Program that requires the inmate to create an Interactive Journal. There were 212 female inmates enrolled in the W.E.S.T. program in 2013.

# INMATE SERVICES UNIT continued.....

- **Men in Transformation Education (M.I.T.E.)**

This twelve-week program for male inmates was established for men who are incarcerated for domestic violence or related charges and who have a history of exerting and controlling their partner. An alternative to this type of behavior is providing education and practical techniques that examine behavior. Included in the overall program, the inmates are provided with skills to assist in their re-entry back into society, to include: Work Place readiness, Parenting, and Substance Abuse. There were 168 males enrolled in 2013.

- **Men to Men**

This program was established to offer men who are incarcerated an opportunity to develop positive attitudes and skills for becoming better parental care givers. In 2013, a total of 267 male inmates enrolled in this program.

- **Anger Management**

This program is designed to educate males and females that anger is an emotion that can block healthy recovery. This ten-week program consisting of classroom instruction and group participation, provides tools to make positive lifestyle changes for understanding anger as an emotion. It attempts to teach the inmates how to deal with anger and accept responsibility for ones behavior. During the 2013 year, a total of 1,104 inmates were assigned to this program.

- **Narcotics Anonymous**

Narcotics Anonymous is a program adapted from Alcoholics Anonymous, assisting inmates to break the addiction from drugs. The NA recovery program is offered to the male and female inmates of the Marion County Jail through the Chapter of Community NA Volunteers. During the 2013 year, a total of 443 inmates were assigned to this program.

- **Culinary Programs**

The instructor is affiliated with the Community Education Center. This twenty-four week program teaches the inmates general culinary skills. The Marion County Jail utilizes this program to prepare the meals for staff dining.

- **Bakery Program**

The inmates are instructed how to create breads, cakes and pastries from raw ingredients. The average cost for a loaf of bread for 2013 was .47 cent. The average cost per bread roll for 2013 was .02 cents.

- **Tailor Program**

**The Sheriff's Office employs a full-time tailor who instructs inmate workers in the art of tailoring. Tailor services are made available to all employees of the Sheriff's Office for their assigned uniforms.**

- **Embroidery Program**

A skilled contracted employee is assigned as the instructor. In this ten-week program, the inmates are taught **how to use the embroidery machine. The items embroidered are for the Sheriff's Office employees to include names and insignia on polo shirts, etc..** There were 1,431 items embroidered in 2013.

- **Vinyl Graphics Program**

Inmate workers are assigned to this program in which they will be taught practical employable skills. A total of 2,268 items had vinyl graphics placed on them in 2013.

- **Silk Screening Program**

Inmate workers are assigned to this creative learning program. The inmates will be taught a practical employable skill. This program was made available thru the Merces Rhottner Grant received by the **Marion County Sheriff's Office to increase the employability skills of inmates.** A total of 1,558 items were silk screened in 2013.



# INMATE SERVICES UNIT continued.....

## VIDEO VISITATION

Video Visitation provides real time, two way video and audio communication between the public visitors and the inmates housed in jail. Every inmate is allowed one visit per day for thirty minutes up to two hours of visitation a week. The visitor is able to call and schedule an appointment up to one week in advance. The appointment schedulers answer between 4,000—5,000 phone calls a month. The stations are adequately equipped with an ADA compliant handset for the public and inmate. Since video visitation is detached from the main jail, it helps reduce and eliminate the introduction of contraband, for example: drugs, weapons and other items. Video visitation is available in all areas of the jail. Visitors are able to schedule appointments by telephone at (352) 438-5961 from 9am to 9pm or schedule an appointment in person at the Video Visitation Center. Visitation by appointment reduces wait times for the visitors and creates a more orderly process for providing visitation.



A kiosk machine has been placed at the Video Visitation Center for a convenient and efficient way for family and friends to deposit funds into an inmate's account. Also, family and friends can deposit money through Access Secured Deposits on the website at [www.inmatedeposits.com](http://www.inmatedeposits.com) or call toll free phone deposits at 1-800-345-1884 for a minimal fee. Our Public Defenders Office supplied their own video visitation stations in each pod separate from the visitation stations to communicate with their clients easier. The Public Defender can schedule an appointment through Classifications, and then Classifications will schedule the appointment on our Scheduled Events Report to notify the pod officers. This in turn assists the Public Defender's Office from coming to the jail every time to speak to a client.

Internet Video Visitation is provided through Securus and is a web based video online visitation used in detention facilities. This system provides an easy and more accessible environment for interactions with inmates who are currently incarcerated. Inmates can visit with family or friends in 15 minutes or 30 minute blocks of time. A visitor can visit with an inmate from anywhere in the world as long as they have a computer, internet access, an email account, a web cam, and a credit card. The benefits to the family and friends of the inmate is that it manages the inconvenience incarceration, it eliminates the need for childcare, it eliminates travel expenses associated with inmate visits, increases the opportunities to visit with loved ones, **expands inmate's visitation list, and visits no longer require pre-**

**approval.** The visitor pays for the visit at the time of scheduling. The visit must be scheduled one day in advance. During the visit, there will be no nudity or illegal behavior or the visit can be terminated at the discretion of the facility.

# FACILITY SERVICES UNIT

Through the Jail to Work initiative, inmates are exposed to work intensive programs designed to develop employable skills to assist the inmate in acquiring a job upon release, and reduce recidivism. Several businesses in Marion County have joined with the Sheriff's Office and agreed to assist in finding jobs for the graduates of these programs. As the inmates are learning the skills needed, they are providing a service to the community by working for numerous Governmental Agencies. Violent offenders are not eligible to participate in the Jail to Work program. They serve 100% of their sentence. The Jail to Work initiative is comprised of work related programs. This includes formal vocational training, and inmate worker programs. The Facility Services Unit is associated with Jail Maintenance, Janitorial Services, Inmate Laundry, Car Wash, Key Control, and Fire Safety/Sanitation. The jail maintenance duties are light electrical, light plumbing, doors, door lock maintenance and various other minor maintenance problems.



## FACILITY MAINTENANCE

Several inmate work crews are supervised by an MCSO employee. They are responsible for the general up-keep of the grounds including lawn maintenance, weed removal, waste removal, painting and minor construction. Inmate Workers completed many different special projects throughout the year. Many of these projects were to help other County Agencies such as Fire Departments, Community Centers, and neighborhood cleanups. The MCSO implemented a program for Graffiti removal which consists of several agencies reporting different locations that has graffiti painting on any structure. The supervised inmate workers will respond and paint over the graffiti. These same inmates study and apply shop and occupational safety skills such as: utilize manual and power tools, identify building materials, read blueprints, install doors, walls and ceilings, build forms, and install exterior covering and trim. They also learn site preparation with the set up and use of a transit and level. Putting these skills to work resulted in the completion of the renovation of several pods which consists of sanding and painting the entire Pod, replacing the ceiling tiles, installing new lights and refinishing the showers.

## FIRE/SAFETY SERVICES

The Fire, Safety and Sanitation Officer conducts daily, weekly and monthly inspections of the jail to ensure compliance with all Local, State, and Federal Fire Safety and Sanitation regulations. An example of what is reviewed at these inspections are fire extinguishers, fire hoses, air packs, emergency lighting fixtures and fire exit signs, temperature and light checks in all housing pods along with a sound decibel reading in all of the housing units. The Jail Key Control System is a program for ensuring the accountability and operational readiness of all keys at all times. Fire Safety is taught to the entire jail staff on a routine basis. Quarterly fire drills are also conducted. The Voice Bio-metric System was installed for the Inmate Phone System by the Fire/Safety officer. He also participates in inspecting other agencies upon request.



# FOOD SERVICES UNIT

The Food Service Unit provides three nutritional meals a day for the inmate population. The kitchen staff consistently excels in formulating and executing strategies to manage cost, process and store farm crops, maintain equipment and meet or exceed cleaning standards. The Unit is comprised of a Lieutenant, Sergeant, five Correction Officers, a Culinary Instructor, a Baker and one Warehouse personnel. The unit supervises 35 to 40 inmate workers during the preparation of meals and cleanup. Food is prepared for staff three times a day and for other special functions as required. The kitchen is open seven days a week 24 hours a day to meet the demands of the inmate population. The staff is very skilled and effectively provides for the culinary needs of the Sheriff's Office. A culinary and bakery program is provided to the inmate workers as a tool to improve their employability. The total meals served in 2013 was 979,937. The average cost per inmate food tray in 2013 was .51 cents.



## CULINARY PROGRAM

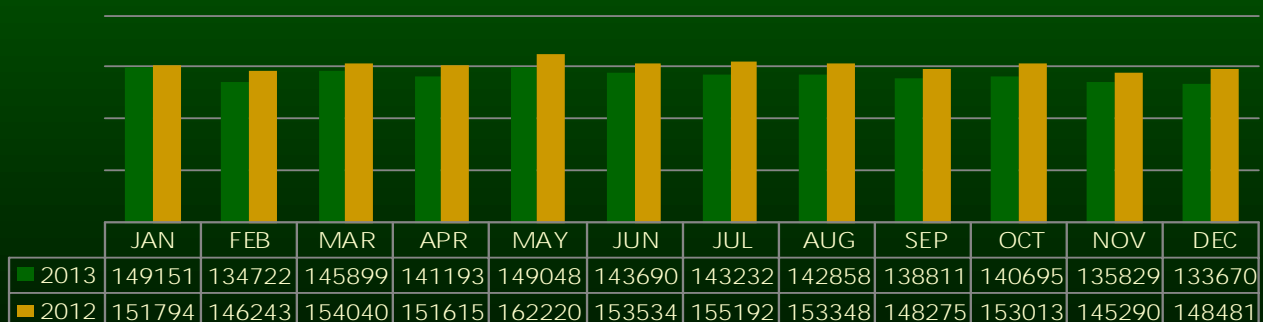
The Culinary Program is under the supervision of the culinary arts instructor provided by the Community Technical & Adult Education. The inmate workers that are selected to become students must earn a G.E.D. or have a High School Diploma. They are tested before being admitted to the program to determine their educational requirements. The course is 420 hours long and students that are released can enroll at the Community Technical & Adult Education Center to complete the course. The students will learn and demonstrate proficiencies in food preparation, food handling, and safety and sanitation practices. The skills learned can be used to gain potential employment or improve life skills.

## BAKERY PROGRAM

The Bakery Program is under the supervision of Baker Peggy Wells who is a skilled and proficient Baker. The program that is taught was developed by the Community Technical & Adult Education. The students are trained in basic culinary art skills, proper food handling, and safety/sanitation practices. The students learn and demonstrate proficiency at different stations using commercial equipment. The basic fundamental skills required for baking, mixing, scaling and preparing bakery goods are taught. The students gain the skills required to work as bakers at any commercial bakery. Upon completion of the program, the students are given a certificate of completion. The inmate population and staff enjoy nutritional and delicious bakery items at a greatly reduced cost as a result of this program.



## INMATE Trays Served



# INMATE WORK FARM



The Marion County Sheriff's Office operates a 58 acre Inmate Work Farm. The Farm runs in cooperation with the Marion County Board of Commissioners, the Florida Department of Environmental Protection and the Office of Greenways and Trails. The operation's headquarters are located at the intersection of County Road 35 and County Road 464. The Inmate Work Farm is comprised of three components. The first provides agricultural training opportunities involving the growing of plant crops for inmate consumption through the Food Services Unit of the Marion County Jail. The second component is animal husbandry. We maintain approximately 100 head of beef cattle, 100 head of feeder hogs and the poultry operation has approximately 7,500 egg laying birds. The third component involves the growing of ornamental plants for class room training and ultimate use at government facilities.

A cooperative agreement has been established with the University of Florida, Plant Science Unit. The University Farm located in Citra, Florida has a large variety of vegetable crops. The Inmate Work Farm provides inmate labor as needed to assist with the planting and harvesting of the crops at the University Farm and in return, the University donates all useable crops to the Food Service Unit at the Marion County Jail. During 2013, the University Farm provided over \$627,383.00 worth of produce for the Food Services Unit. The University has also agreed to allow the Inmate Work Farm to graze cattle on portions of their farm not scheduled for planting. There are working cow pens on site and approximately 300 acres of pasture available. The grazing of cattle helps reduce the amount of mowing presently required at the University Farm and provides free grazing/forage for the Inmate Work Farm's cattle. Throughout 2013, they grew and gave \$103,383.67 worth of hay/feed/seed hay for cattle feed.

The Department of Environmental Protection and the Office of Greenways and Trails have provided the property through a sub-lease to the county for five (5) years with an option for two, five (5) year renewal terms. In addition, the Marion County Board of County Commissioners donated several tractors and other equipment for farm operations at the Inmate Work Farm. The present day Inmate Work Farm is reminiscent of a past concept that was prevalent during the operation of the Maricamp Prison Work Farm. Inmates from Marion and surrounding counties managed crops, livestock and produced cane syrup for consumption during their incarceration.



# INMATE HEALTHCARE

The Marion County Sheriff's Office has joined with community leaders to establish a not-for-profit group, Ocala Community Care (OCC), to oversee the medical operation of the Marion County Jail. This program began full operation on January 2, 2008. The OCC provides comprehensive medical, nursing, dental and mental health care services to those individuals incarcerated at the Marion County Jail.

## MISSION STATEMENT

The Mission of Ocala Community Care is to provide a standard of Medical, Dental and Mental Inmate Healthcare that is consistent with the quality of care available to residents in the local community; and one that will set us apart as a leader in the field of Correctional Healthcare. This will be accomplished through collaborative agreements with our Community Healthcare Partners. Our goal is to provide reasonably necessary healthcare services with integrity and commitment to our inmate patients while they are in the custody of the Marion County Jail.



## VISION

To maintain the provision of a community standard quality of inmate healthcare while minimizing costs to the residents of Marion County.

### 2013 MEDICAL STATISTICS

5,076	Inmates seen by Staff Physician
3,813	Inmates seen by Physician Assistant
6,736	Inmates seen by Nurses during Sick Call
1,303	Inmates seen by Dentist

The infirmary is designed to provide medical care for up to 29 inmates at a time and the medical housing area holds approximately 60 inmates. Inmates are seen by the Medical Staff not only for pre-existing health problems and routine physical examinations but also for injuries as a result of accidents, assaults, open wounds (traumas), heart attacks, attempted suicides and other medical emergencies which may occur while an inmate is incarcerated.

Although we have reached a point of stability, one of our future goals is to further expand continuity of care efforts, with medical and mental health discharge planning and referrals to community partners. The plan is to increase mental health referrals to The Centers and implement a process of making medical referrals to the Heart of Florida Health Center.

Inmates are charged for Medical Services provided at the jail; however, no inmate is refused medical treatment if he/she cannot afford to pay for it. A debit is placed on the account of an indigent inmate so that reimbursement is made if additional money is placed into their account.

## QUALITY IMPROVEMENT OUTCOMES

- Increased staff credentials without significant base contract increase
- Quality improvement through the transition to a complete electronic medical records system
- Significant reduction in inmate and citizen complaints
- Improvements on all internal acute and chronic care outcome measures
- Significant reduction in inmate medical grievances
- Zero legal medical claims paid out from 2008-2012
- 100% compliance with the following through re-accreditation
  - Florida Model Jail Standards (FMJS)
  - Florida Correctional Accreditation Commission (FCAC)
  - American Correctional Association (ACA)



# JUVENILE DETENTION CENTER

The MCSO partnered with the Florida Department of Juvenile Justice (DJJ) to begin housing pre-sentenced juveniles in November of 2010. MCSO and DJJ began working on this pioneering idea more than six months prior to its implementation. **This marks the first time in Florida, a sheriff's office has made such a move.** Adjustments were made to the confinement areas and additional training was received by the staff.

Both Pre-trial youth and Direct file youth offenders are brought to our facility. A Pre-trial youth has not been sentenced by the court and is under the age of 18. A Direct file youth is being tried as an adult in court but is less than 18 years of age. If the youth has been arrested and meets the criteria to remain in juvenile detention, they are booked and remain at the Juvenile Detention Center. If the youth does not meet the criteria, they could be released to a parent or legal guardian until their court date. Once booked into the facility, these youth must remain within constant sight/sound of an officer.



Youth are provided preventive health care while they are incarcerated. Schooling for these juveniles is conducted in conjunction with the Marion County School Board. All youth are required to attend school. Areas of instruction include Reading, English, Math, Social Studies, Health and Science. Volunteers provide non-denominational religious services on Sundays and during the week. Other programs include Anger Management and Gang Awareness. Youth are entitled to a total of two hours of visitation per week. Our current Behavior Management System is a privilege based point system. It rewards youth for displaying appropriate behavior. Rewards include, listening to the radio, watching a movie, a free local phone call and/or playing with Nintendo Wii. Recreation is also provided seven days a week. Youth are given board games to substitute for inclement weather. The MCSO took over the assessment processing of Marion County juveniles in August of 2010.

AVERAGE	JUVENILE	POPULATION:			
	Total Male:	9	Felony:	6	54.38%
			Misdemeanor:	3	21.48%
	Total Female:	2	Felony:	1	10.74%
			Misdemeanor:	1	11.41%

Any Marion County juvenile being detained for a criminal act is fingerprinted and processed to determine the method of release and/or until the secured youth is brought before the Judge.

299 juveniles were booked throughout the year 2013. A total of 301 juveniles were released in 2013. The average daily population for 2013 was 11 juveniles.

All of these juveniles are processed and kept in the renovated inmate worker barracks now referred to as the Marion County Juvenile Detention Center.

# CIVIL DIVISION

The Civil Division is comprised of the Civil Process, Bailiff Services and Transportation Units. The Civil Process and Bailiff Services' Units, working from the Marion County Judicial Center, serve all civil process directed to the Sheriff within Marion County and provide security to the judiciary as well as maintain custody over inmates brought before the courts. Civil Deputies and Bailiffs are sworn law enforcement officers, who maintain their state law enforcement certifications the same as patrol deputies.



## BAILIFF

The Bailiff Unit maintains courtroom decorum and protocol providing protection to citizens, Judges, and jurors during trials and hearings while maintaining custody over inmates. With over 13,231 inmates including juveniles attending trials and hearings, Bailiffs escort inmate to and from courtrooms, ensure juvenile defendants are processed accordingly, fingerprint individuals as required and collected 829 DNA samples per Florida Statutes for felony offenses.

## CIVIL

The Civil Process Unit carries out the statutory responsibilities for serving civil arrest orders, summonses, injunctions for protection, mental health orders, execution of writs and completes the Sheriff's Return of Service. Office personnel enter and maintain protective injunction files through the Florida Crime Information Center and our agency computer system. This unit also schedules the sale of found livestock and other properties that may have been seized under court order. In 2013, the Civil Unit received 24,713 papers for service, a total of 2,513 enforceable writs and 22,200 non-enforceable writs with 162 civil arrests made. Twenty-seven sales were conducted on properties or animals per court order.

## TRANSPORTATION

This unit utilizes buses, multi passenger vans, a handicapped van and cars to transport inmates. The unit has the responsibility of transporting inmates to and from other counties, state institutions, medical appointments and court appearances while ensuring the safety and security of the inmates being transported, the transporting officers and the general public. Duties include the transporting of High Risk Inmates such as escape risk or inmates with violent tendencies. In addition, this unit is also responsible for maintaining security during the first appearance hearings at the jail. During 2013, the Transportation Unit transported a total of 12,947 inmates, logging 137,905 miles for the year. In addition, 1,450 inmates were transported under contract services, logging 207,593 miles in 2013.



# SUMMARY

*This report has been prepared as an instrument to inform decision makers in government positions and the general public of the status of the Marion County Jail. This report gives background information about the jail and describes various functions within the jail. Statistical data was presented in both numerical value and graphs so the entire operation would be better understood. This report is not intended to be an in-depth explanation of the day to day operation. Planning for the future is the key to eliminating problems associated with growth. This report is intended to answer questions a reader may have concerning the jail. If anyone has any questions or recommended changes or additions, please contact the Marion County Sheriff's Office.*

## MARION COUNTY SHERIFF'S OFFICE JAIL MONTHLY / YEARLY INMATE AVERAGES 1985 - 2013

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YR AVG
1985	251	275	268	239	249	267	277	288	282	304	335	330	280
1986	347	401	402	402	403	411	413	442	455	492	438	425	419
1987	469	455	465	476	508	473	443	452	485	487	494	471	473
1988	456	479	543	513	540	536	571	544	559	551	662	635	549
1989	662	649	663	625	646	711	721	704	705	695	637	598	668
1990	593	617	652	676	704	705	742	794	845	807	809	800	729
1991	836	884	897	892	841	877	891	929	938	885	805	783	872
1992	778	807	837	851	856	824	775	727	732	722	731	751	783
1993	836	874	858	904	872	873	850	865	897	873	901	866	872
1994	797	808	795	782	764	752	692	718	741	749	745	737	757
1995	717	723	725	774	770	810	850	887	874	866	872	820	807
1996	845	893	895	893	891	942	992	1024	1056	1066	1070	1020	966
1997	1037	1029	1098	1148	1125	1200	1250	1305	1300	1277	1275	1214	1188
1998	1185	1189	1240	1229	1210	1236	1202	1255	1269	1227	1211	1160	1218
1999	1163	1167	1182	1097	1048	1110	1136	1129	1181	1211	1181	1156	1147
2000	1194	1255	1308	1333	1382	1422	1490	1458	1463	1443	1372	1322	1370
2001	1313	1352	1373	1386	1460	1459	1492	1519	1495	1438	1407	1387	1423
2002	1347	1378	1371	1446	1497	1503	1507	1458	1478	1451	1471	1439	1446
2003	1435	1431	1431	1490	1526	1582	1611	1619	1660	1717	1695	1586	1565
2004	1562	1588	1620	1611	1608	1685	1704	1711	1761	1765	1793	1725	1678
2005	1701	1753	1863	1911	1889	1882	1917	2006	2052	1956	1876	1835	1887
2006	1814	1794	1817	1794	1789	1843	1845	1930	1965	1998	1988	1938	1876
2007	2006	2039	1988	2036	1980	1956	1988	1996	2084	2101	2006	1956	2011
2008	1952	1840	1847	1851	1805	1788	1819	1861	1856	1815	1726	1635	1816
2009	1604	1621	1628	1620	1608	1619	1674	1668	1706	1719	1684	1630	1648
2010	1661	1727	1712	1672	1671	1686	1642	1647	1674	1716	1709	1649	1681
2011	1626	1631	1630	1649	1698	1687	1658	1718	1756	1688	1677	1595	1668
2012	1592	1626	1621	1633	1683	1648	1620	1614	1595	1594	1582	1550	1613
2013	1543	1544	1519	1493	1520	1529	1465	1467	1462	1441	1410	1353	1479