



Rosie Rivera
Sheriff

Matt Dumont
Chief Deputy

Jake Petersen
Undersheriff

Scott Bannon
Deputy Chief

Sheriff's Office Salt Lake County

Corrections Bureau Special Order

Number: 18-11

Subject:	Jail Uniform Admissions Policy	Effective Date:	TBD		
Reference:		Amends:			
Distribution:	All Bureau Members	Rescinds:		Pages:	1

By ordinance, the Salt Lake County Council annually adopts a **Limitation of Jail Capacity**. In 2018, the County Council set a limitation on jail capacity establishing a maximum jail operational capacity of **2165¹** prisoners and a rated capacity of **2455** prisoners. Based upon this limitation, the Corrections Bureau Chief Deputy is authorized to implement the following Jail Uniform Admissions Plan:

Pre-implementation options (Conditions):

- Review pre-file list, time-served report, and outside agency transportation list to gauge how many prisoners may be released that day due to charges not being filed in the mandated amount of time, time-served releases, and custody changes with other agencies.
- Encourage expanded pretrial releases.
- Expand use of electronic monitoring.
- Accept and hold out-of-county warrants for 24 hours maximum for offenses that would be eligible for overcrowding release per this Uniform Admissions Policy. Acceptance occurs only after confirmation from the issuing County that pickup will occur within the 24 hour period.

Pursuant to U.C.A. §17-22-5.5(2)(b)(iii) and the Salt Lake County Council establishment of a maximum jail capacity, the Sheriff establishes a uniform admissions policy. The Corrections Bureau Chief Deputy will implement this policy on a graduated basis when the secured jail population reaches **80% of the operational capacity** received for admission. Initially, the steps in **Phase One** of the policy will be used to reduce the jail's population. During the implementation of this plan, the Corrections Bureau Chief Deputy shall continue to coordinate current jail programs, the booking process, pretrial release, any alternative release programs, and the application of good time credits pursuant to regular jail policy.

The Sheriff reserves the right pursuant to 17-22-5(1) to implement the various phases of this capacity management plan based upon the facility's capacity to provide gender based separation. The Sheriff reserves the right, for reasons of public safety, to make exceptions to the above-stated policies to incarcerate a person who does not meet existing admissions criteria or who qualifies for release under this policy. On a daily basis, the Corrections Bureau Chief Deputy or designee will announce the phase and levels at which the jail is operating.

Receive for Admission

Defined for the purposes of this order as receiving a prisoner either into the Secured Jail Population or for booking only.

Secured Jail Population Defined for the purposes of this order as the point in which a prisoner is admitted into the jail beginning with assignment to a bunk.

Booking Only Defined for purposes of this order as accepting a prisoner to document the prisoner's charges, finger prints, and photo before releasing the prisoner on either bail, pre-trial release or Sheriff's Office Policy.

Uniform Admissions Policy Levels

Phase One:

1. The jail will not accept any person for confinement upon process in a civil action or proceeding under U.C.A. §17-22-10, excluding cases where the State is a party or contempt cases.
2. The jail will not Receive for Admission those persons arrested with or without a warrant for Class C misdemeanors. Persons arrested with or without a warrant for Class C misdemeanors are limited to Booking Only.

Phase Two:

3. The jail will not Receive for Admission those persons arrested with or without a warrant for Class B misdemeanors, excluding domestic violence, protective order violations, DUI related arrests, child abuse, and any charge or warrant that if convicted upon would qualify them to register as a sex/kidnapping offender under state statute. (§77-41-106).

Phase Three:

4. The jail will not Receive for Admission those persons arrested with or without a warrant for Class A misdemeanors, excluding domestic violence, protective order violations, DUI related arrests, child abuse, negligent vehicular homicide, and any charge or warrant that if convicted would qualify them to register as a sex/kidnapping offender under state statute (§77-41-106).

Phase Four:

5. The jail will maximize the use of good time credits pursuant to state statute (§76-3-403).

Phase Five:

6. The jail will not Receive for Admission those persons arrested with or without a warrant for a nonviolent Felony 3 **from the approved charge list**.
7. The jail will Receive for Admission prisoners subject to an AP&P 72 hour hold for no more than four (4) hours.
8. The jail will Receive for Admission prisoners subject to Board of Pardons warrants for no more than a five day period.

Phase Six:

9. The jail will create a list of fully sentenced prisoners to have earned a minimum of 60% percent of their commitment including actual percentage served. These prisoners will be considered for placement into alternative release programs.
10. The jail will release sentenced Class C misdemeanants to a supervised release program or alternate incarceration program.
11. The jail will release sentenced Class B misdemeanants to a supervised release program or alternate incarceration program excluding domestic violence, protective order violations, DUI related arrests, child abuse, and any charge or warrant that if convicted upon would qualify them to register as a sex/kidnapping offender under state statute. (§77-41-106).
12. The jail will release sentenced Class A misdemeanants to a supervised release program or alternate incarceration program excluding domestic violence, protective order violations, DUI related arrests, child abuse, and any charge or warrant that if convicted upon would qualify them to register as a sex/kidnapping offender under state statute. (§77-41-106).

Phase Seven:

13. The jail will not Receive for Admission or book those persons arrested with or without a warrant for Class C misdemeanors.

14. The jail will not Receive for Admission or book those persons arrested with or without a warrant for Class B misdemeanors, except for domestic violence, protective order violations, DUI related arrests, child abuse, and any charge or warrant that if convicted upon would qualify them to register as a sex/kidnapping offender under state statute (§77-41-106).

15. The jail will not Receive for Admission or book those arrested with or without a warrant for Class A misdemeanors, except for domestic violence, protective order violations, DUI related arrests, child abuse, and any charge or warrant that if convicted upon would qualify them to register as a sex/kidnapping offender under state statute (§77-41-106).

Phase Eight:

16. In the event the above steps do not sufficiently reduce the population of the Jail, the Sheriff shall implement a plan to ration Jail space based on the population of each entity utilizing the Jail.

Matt Dumont
Corrections Bureau Chief Deputy

ⁱ In addition to the maximum operating capacity under the Sheriff's control, based on facility design and staffing the Salt Lake County Jail has one hundred eleven (111) contracted beds in other counties throughout Utah.