



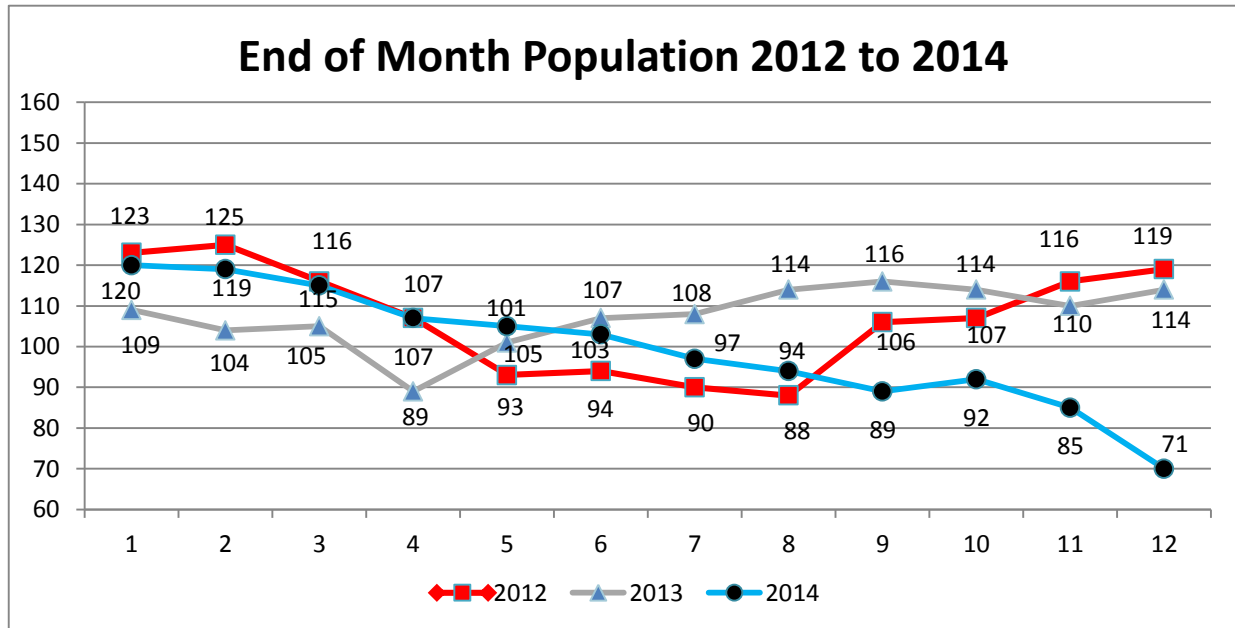
**Steuben County Sheriff's Office
Jail Division
2014 Annual Report**

Tim R. Troyer, Sheriff

Prepared by Jail Commander: Captain Francisco Ortiz

BED SPACE/POPULATION

The Steuben County Jail was built in 1992, and originally designed to house 130 inmates. It has since been renovated to accommodate new total bed space for 178 inmates. On January 1, 2014 there were 112 inmates housed in the jail. On December 31, 2014 there were 71 inmates housed in the jail. **The Average Daily Population (ADP) for 2014 was 96 inmates. The Average Length of Stay (ALOS) for inmates in the Steuben County Jail in 2013 was 19 days and 11 hours.** The “End of the Month” jail counts for 2012 through 2014 comparison are highlighted in the chart below:



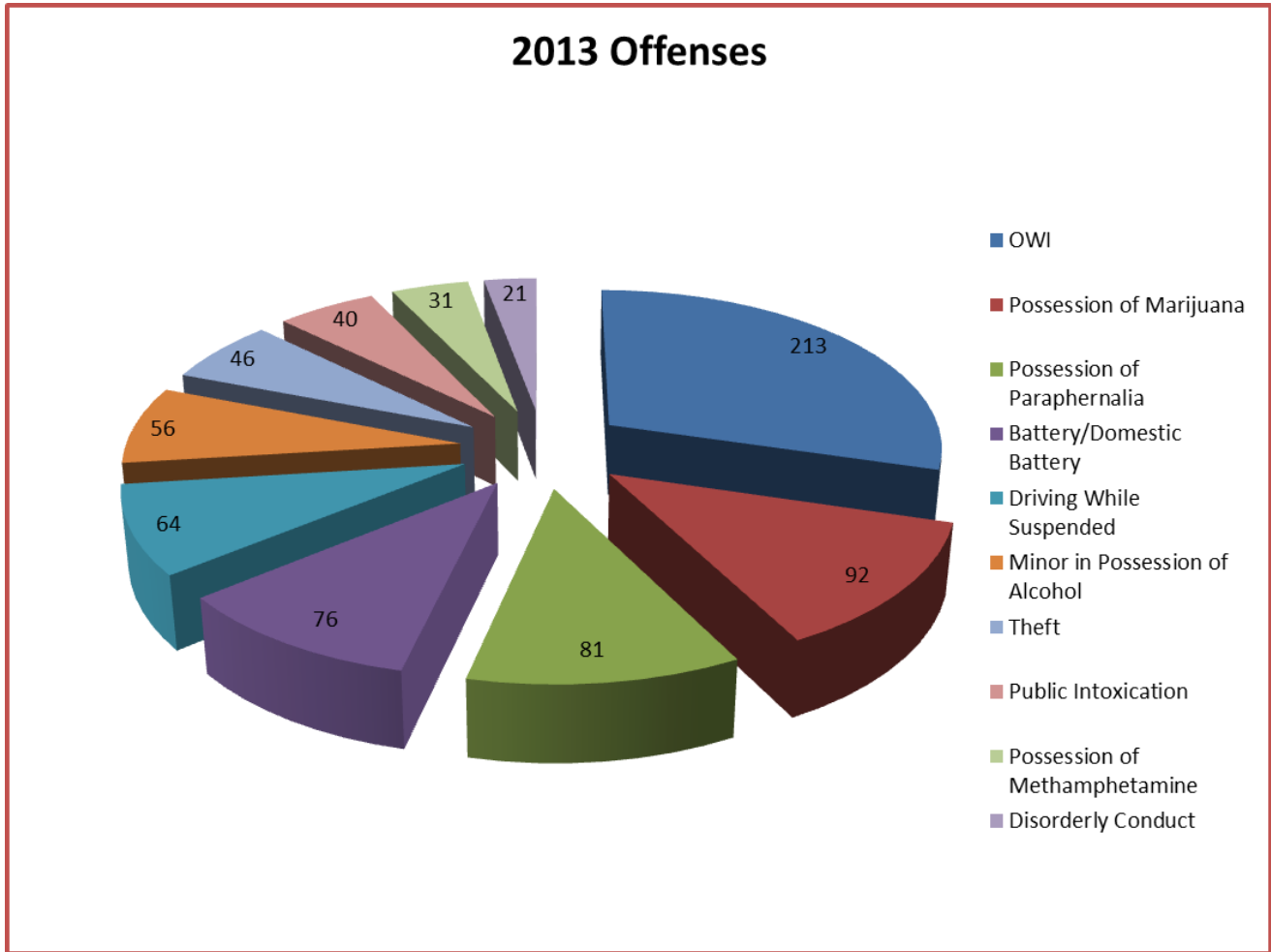
BOOKING STATISTICS/INFORMATION

Offense Statistics

The Steuben County Jail staff booked 1158 individuals into the jail in 2014. The top ten identifiable offenses were:

- 1) Operating While Intoxicated (OWI) – 213
- 2) Possession of Marijuana – 92
- 3) Possession of Paraphernalia – 81
- 4) Battery/Domestic Battery – 76
- 5) Driving While Suspended – 64
- 6) Minor in Possession of Alcohol (MIP) – 56
- 7) Theft – 46
- 8) Public Intoxication (PI) – 40
- 9) Possession of Methamphetamine – 31
- 10) Disorderly Conduct – 21

In conducting a Booking Time Analysis for 2014, the top seven (7) hours of booking activity during 2014 were between 2:00 p.m. and 3:00 p.m., 4:00 p.m. and 7:00 p.m., and between 10:00 p.m. and 1:00 a.m.



2014 Crime Class Statistics

The average inmate crime class at booking information for 2013 bookings is as follows:

Felony**		Misdemeanor
Class A Felony: 8.1%	Class B Felony: 8.4%	Class A Misdemeanor: 47.4%
Class C Felony: 10.1%	Class D Felony: 12.9%	Class B Misdemeanor: 4.7%
Level 1 Felony 0%	Level 2 Felony 0.4%	Class C Misdemeanor: 0.9%
Level 3 Felony 0.4%	Level 4 Felony 0%	
Level 5 Felony 0.24%	Level 6 Felony 2%	

** On July 1, 2014, the State of Indiana converted to a "Level Felony" system of crime classes

MAJOR DISTURBANCES WITHIN THE JAIL

Medical/Mental Health Disturbances

Throughout the course of 2014, the Steuben County Jail staff was tasked with responding to jail medical issues that resulted in inmates being transported to the local hospital and/or out-of-county hospitals. In summary, these medical incidents included heart/chest problems, respiratory issues, sutures, inmate pregnancies, surgeries, diabetic issues and general illnesses that needed immediate emergency treatment beyond the parameters of the jail medical department. **There were a total of fifteen (15) medical incidents that required an inmate to be transported to the local hospital**, of which three (3) of them were later transported to an out-of-county hospital. In addition, there were ten (10) inmate transports to local doctor offices for follow-up or specialized appointments (pregnancy, cancer treatment, etc.). In December 2013, the Steuben County Sheriff's Office was tasked with a medical security detail consisting of securing a pre-sentenced, high-risk inmate for 24 hours per day. This detail has continued into 2014 with multiple days of 24-hour coverage at the local hospital, an out-of-county hospital as well as at local physician's offices until the inmate was eventually transferred to a Veteran Affairs (VA) hospital in Marian, IN for hospice service and released from custody.

In addition, jail staff was tasked with the housing of a severely mentally disturbed individual who had been ordered into the custody of a mental health facility. While no mental health facility had availability for nearly two (2) months, jail staff had to maintain special housing for this individual and required a "tele-med" mental health evaluation via video conferencing due to the severity of his impairment and violent nature. This inmate was eventually accepted into and transport to a state hospital.

Security Disturbances

In addition to medical disturbances, the Steuben County Jail staff experienced various security disturbances caused by inmates. These security threats called for routine and "emergency" shakedowns (extensive cell searches). The staff conducted eighty-three (83) shakedowns of the jail cell blocks in 2014, compared to eighty-five (85) conducted in 2013 and thirty-two (32) being conducted in 2012.

Further, the jail staff discovered an inmate to be in possession of a sharpened metal weapon in the living units. The discovery of this weapon resulted in criminal charges being filed against the inmate.

ESCAPES/ATTEMPTED ESCAPES

There were no escapes or attempted escapes from the jail in 2014.

IN-CUSTODY DEATHS

There were zero (0) in-custody deaths occurring in 2014.

JUVENILE WAIVER/DIRECT FILE STATISTICS

There was one (1) juvenile booked into the Steuben County Jail on waivers or direct files in 2013.

AVAILABILITY OF SERVICES WITHIN THE JAIL

See attached report.

JAIL STAFFING LEVELS

There were eight (8) new full-time Confinement Officers hired in 2014. All officers hired in 2014 have attended and successfully completed the forty (40) hour Indiana Law Enforcement Academy (ILEA) Certified Jail Officer School, in accordance with IC 11-12-4-4. According to the revised Indiana Jail Standards, all county jails are required to send full-time AND part-time jail officers through the ILEA Certified Jail Officer School.

Overtime/Part-time Coverage

In 2014, there were **2311 hours of overtime** worked by full-time officers. There were **683 hours of coverage performed by part-time officers**. Part-time and overtime coverage become necessary to coverage shift vacancies caused by vacations, sick days, FMLA, training days, court loads, visitation schedules and other events that challenge the minimum staffing levels. The jail staffing level continues to remain one (1) position less than that of 2011 and earlier years due to a Confinement Officer position being eliminated from the 2012 budget.

TRANSPORT STATISTICS

During 2013, the Steuben County Sheriff's Office/Confinement Staff performed **322 adult and juvenile transports**, traveling **57,585 miles** between the Steuben County Jail and other correctional/detention/mental health facilities. As a result, **1,048 total man-hours** were exhausted in providing these transports. The following is a breakdown of the type of transports performed:

- ❖ Adult Transports = 296 for 51,545 miles and 942 man-hours
- ❖ Juvenile Transports = 26 for 6,040 miles and 106 man-hours

- ❖ 72-hour commitments = 48 transports
- ❖ Transport Orders = 155 transports
- ❖ Warrants = 112 transports
- ❖ Adult transports for juvenile matters = 14 transports
- ❖ Transports for Probation = 4 transports
- ❖ Transports for DCS = 21 transports

Previous Transport Statistics

The 2013 statistics can be compared to the 2011 and 2012 statistics listed below. The displayed trend in **increase** of total transport mileage and man hours for transports can be credited to an array of factors: multiple transports for the same inmates for court proceedings; transports conducted to and from facilities at a great distance from Steuben County; inmates returning to Steuben County for judicial proceedings rather than utilizing video court operations, and other factors.

2012 Transport Statistics

- ❖ Adult Transports = 292 for 42,712 miles and 771 man-hours
- ❖ Juvenile Transports = 47 for 11,894 miles and 205 man-hours

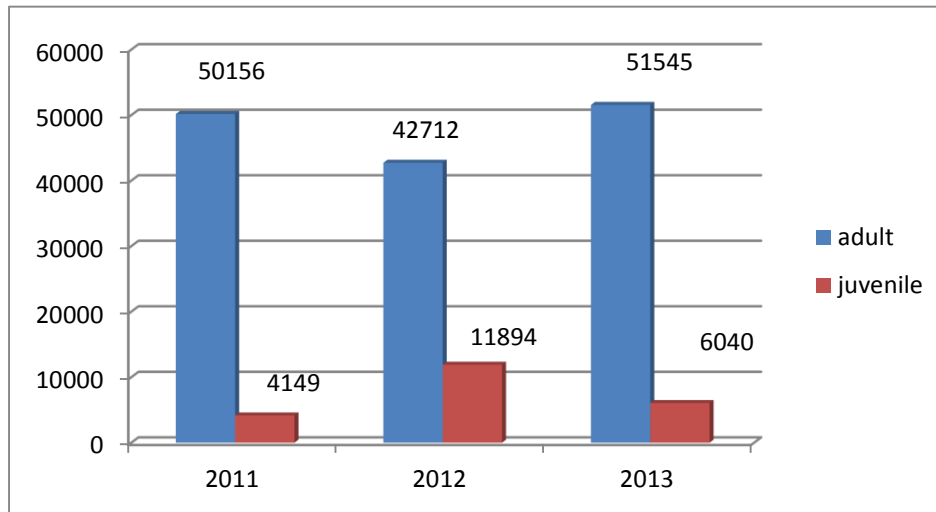
2013 Transport Statistics

- ❖ Adult Transports = 296 for 51,545 miles and 942 man-hours
- ❖ Juvenile Transports = 26 for 6,040 miles and 106 man-hours

2014 Transport Statistics

- ❖ Adult Transports = xxx for xxxx miles and xxxx man-hours
- ❖ Juvenile Transports = xx for xxxxx miles and xxxx man-hours

Transport Miles 2012-2014



MAINTENANCE AND UPKEEP OF THE JAIL

The annual jail inspection was conducted by State Jail Inspector, Lee Hoard, on July 29, 2014. There were zero (0) significant deficiencies noted in the report and the inspector commented on the following areas:

- ❖ The jail was clean and the staff was professional and receptive to suggestions/recommendations.
- ❖ Padded cell repaired and updated.
- ❖ Video visitation is being considered along with updated digital recorders.
- ❖ Telephone system upgrade
- ❖ Larger monitors in Central Control installed
- ❖ Water softener has been replaced
- ❖ New outside lighting
- ❖ New audio/video recording
- ❖ Male/Female offenders interviewed stated they felt safe, staff was fair and meals were good.

The state jail inspector provided no additional recommendations in his report.

The water softener replacement and the outdoor lighting projects were completed in 2014.

Other maintenance/improvement projects in progress from 2013 to 2014 include an update to the inmate telephone system. In addition, new carpet is needed in the administrative office area, the investigations office area, Conference Rooms and in the patrol squad room. This work is scheduled to begin in early 2014.

Respectfully Submitted,

Tim R. Troyer
Steuben County Sheriff

