

Detention Department



Mission Statement

The mission of the North Las Vegas Department of Detention/Corrections is to provide timely, quality service to federal, state and local law enforcement by detaining prisoners, while balancing individual rights and freedoms in an attempt to reduce recidivism.

Department Description

The Detention Department employs 225 sworn and civilian personnel. The Department is organized into three separate divisions, each with its own area of specialized focus.

Division/Major Program Description

Entrepreneurial Enterprises

The North Las Vegas Detention Center is currently an 840-bed facility, housing an average of 250-300 local misdemeanor and felony inmates. The balance of available beds are leased through outside agency contract holders, such as U.S. Marshals, Immigration and Naturalization Service (INS), Bureau of Prisons, Clark County Detention Center and other small institutions within Clark County.

Approximately \$11.0 million in revenue is realized from bed space and inmate telephones, which reduces the overall operating costs of the Detention Center.

The **Inmate Commissary Bureau** provides an entrepreneurial avenue to reduce operating costs. The inmates purchase \$12,000-\$14,000 per week in food, clothing and hygiene items at retail price. The Commissary's profit margin is between 30-40%. State law mandates that these funds be directed toward the benefit of the inmates. Proceeds are then used to purchase games, recreation equipment, movies, etc. and are also used to maintain the inmate law library which provides current reference and resource materials to the inmates. The Commissary operations are self-supporting and its revenues fund two full-time positions within the Commissary Bureau.



Food Service Bureaus: The catering program provides service within the City for various government functions, sack lunches for INS transports and meals for the Senior Meals Program through the Recreation Department as well as other City-sponsored events.

Specialized Units and Services

The **Warrant/Court Services Bureau** is within the Operations Division and is responsible for serving misdemeanor warrants for the North Las Vegas Municipal Court. This unit actively searches for persons with warrants and retrieves subjects held by other agencies (or who may be stopped by police) who have outstanding warrants with Municipal Court. This unit also serves subpoenas and summonses for Municipal Court and serves as security at City Council, Planning

Commission and other meetings held at City Hall. This unit is also responsible for escorting over 100 inmates daily to and from Federal Court, District Court, North Las Vegas Justice Court and North Las Vegas Municipal Court.

Special Operations Detail

This detail is within the Warrant/Court Services Bureau and is responsible for two primary functions. One is a City Beautification Program, which provides an officer to supervise an inmate work crew assigned to clean roadways and other designated areas within the City.

The second function is Bike Patrol. A bicycle officer is assigned to provide security for the City Hall Complex. This officer also issues citations for parking violations within the complex.

City of North Las Vegas Detention Center



Fiscal 2003-04 Highlights

- Remodeled commissary warehouse to improve staff efficiency.
- Initiated policy to ensure precautions related to "Sudden Custody Death Syndrome".
- Initiated a medium-phase youth diversionary program entitled "Keep It Real".
- Enhanced inmate programs by partnering with the Nevada Workforce Investment Board and the acceptance of a \$200,000 grant.
- Revitalized the "Use of Force" policy to include an internal "Use of Force Review Board".
- Initiated security measures and policies and procedures to ensure money-handling integrity.
- Implemented procedures recommended in an audit by Piercy, Bowler, Taylor and Kern.
- Creation and implementation of a house arrest program.
- Received a grant from Homeland Security in the amount of \$120,000 to enhance facility preparedness and security.
- Continued commitment to community services (Life of Crime, Scared Straight, National Night Out, Tastes 'n Tunes, KOINS, various charitable functions).
- Received a \$17,000 grant from the National Drug Control, Counterdrug Technology Assessment Center, in the form of a Mini-Buster contraband detector.
- Finalized agreement with Motorola for enhanced Jail Management System.
- Initiated construction for \$29.0 Million Justice Complex

Fiscal 2004-05 Goals

- Manage facility operations to ensure fiscal efficiency. Expand revenue sources in an effort to contribute to a financially sound City government.
- Educate citizens through participation in community programs, i.e. National Night Out, Safe Halloween, Tastes 'n Tunes, etc. Promote community service through Detention youth programs such as the Life of Crime and Scared Straight programs.
- Participate in the revitalization of the downtown/ mature areas through the inmate worker beautification program.
- Promote and present a positive image through staff's interaction with the citizens and through the general upkeep of the facility.
- Provide a technology-fresh environment to ensure a safe, secure and efficient organization.
- Promote accountability at the lowest practical Department levels through training, advancement opportunities and employee recognition.
- Provide rehabilitation services to inmates to continuously reduce recidivism, i.e. Life Skills and General Education Development (GED) programs, Alcoholics Anonymous and various religious programs.
- Retain well-qualified personnel through support and development by providing opportunities for personal and professional growth.



Department Financial Trend - Detention

| | 2002-03 Actual | 2003-04 Amended Budget | 2004-05 Adopted Budget | 2004 vs 2005 Variance | |
|---------------------------------|-------------------|------------------------------|------------------------------|-----------------------|-------------|
| | | | | Amount | Percent |
| Expenditures by Object | | | | | |
| Salaries & Wages | 13,899,522 | 14,708,200 | 15,206,700 | 498,500 | 3.39 |
| Employee Benefits | 5,490,886 | 5,777,400 | 6,003,200 | 225,800 | 3.91 |
| Supplies & Services | 3,492,732 | 3,477,500 | 4,009,700 | 532,200 | 15.30 |
| Capital Outlay | 337,562 | 5,500 | 799,500 | 794,000 | 100.00 |
| Department Total | 23,220,702 | 23,968,600 | 26,019,100 | 2,050,500 | 8.55 |
| Expenditures by Division | | | | | |
| Custody of Prisoners - Admin | 5,381,209 | 5,746,900 | 5,975,400 | 228,500 | 3.98 |
| Operations | 12,897,802 | 10,635,050 | 11,377,700 | 742,650 | 6.98 |
| Service | 4,941,691 | 5,171,300 | 6,215,500 | 1,044,200 | 20.19 |
| Warrant/Court Services | 0 | 2,415,350 | 2,450,500 | 35,150 | 1.46 |
| Department Total | 23,220,702 | 23,968,600 | 26,019,100 | 2,050,500 | 8.55 |
| Expenditures by Fund | | | | | |
| General | 19,453,899 | 19,895,100 | 21,710,800 | 1,815,700 | 9.13 |
| Inmate Commissary Account | 547,929 | 621,500 | 630,400 | 8,900 | 1.43 |
| Public Safety Tax | 3,218,874 | 3,452,000 | 3,677,900 | 225,900 | 6.54 |
| Department Total | 23,220,702 | 23,968,600 | 26,019,100 | 2,050,500 | 8.55 |
| Authorized Personnel | | | | | |
| General Fund | | | | | |
| Operations | 128.00 | 107.00 | 107.00 | 0.00 | 0.00 |
| Service | 37.00 | 37.00 | 37.00 | 0.00 | 0.00 |
| Custody of Prisoners - Admin | 17.50 | 16.50 | 16.50 | 0.00 | 0.00 |
| Warrant/Court Services | 0.00 | 21.00 | 21.00 | 0.00 | 0.00 |
| Total General Fund | 182.50 | 181.50 | 181.50 | 0.00 | 0.00 |
| Other Funds | | | | | |
| Inmate Commissary Account | 2.00 | 2.00 | 2.00 | 0.00 | 0.00 |
| Public Safety Tax | 37.00 | 38.00 | 38.00 | 0.00 | 0.00 |
| Total Other Funds | 39.00 | 40.00 | 40.00 | 0.00 | 0.00 |
| Total FTE's Detention | 221.50 | 221.50 | 221.50 | 0.00 | 0.00 |



Department Performance Measures

| Measures | Actual 2002-03 | Estimated 2003-04 | Budget 2004-05 |
|---------------------------------|-------------------|----------------------|-------------------|
| Court Transportation | n/a | 21,420 | 22,060 |
| Recreation Sessions | n/a | 1,230 | 1,265 |
| Warrants Served | n/a | 9,650 | 9,940 |
| Bookings | n/a | 14,560 | 15,000 |
| Releases | n/a | 15,285 | 15,745 |
| Avg. Daily Population | n/a | 825 | 825 |
| Food Service | | | |
| Population Meals | n/a | 931,900 | 931,900 |
| INS Lunches | n/a | 17,270 | 17,800 |
| Senior Meals | n/a | 7,530 | 7,755 |
| POST Officer Training | | | |
| Training Sessions | n/a | 425 | 438 |
| Inmate Programs | | | |
| Religious Programs Attendance | n/a | 5,070 | 5,225 |
| Educational Program Attendance | n/a | 4,575 | 4,710 |
| Community Based Programs | | | |
| Life of Crime Attendance | n/a | 2,250 | 2,300 |
| Scared Straight Attendance | n/a | 170 | 180 |
| Commissary Services/ Sales | | \$646,225 | \$665,600 |

FY 2004-05 Budget Adjustments

| CIP# | Fund | Div. | Request Description | F.T.E.'s | Salaries & Benefits | Supplies/ Services | Capital | Total Request |
|------|------|------|---------------------------------------|-------------|------------------------|-----------------------|----------------|------------------|
| | 0100 | 4252 | Two vehicles (patrol car conversions) | | | | 6,000 | 6,000 |
| | 0100 | 4252 | POA health insurance increase | | 25,000 | | | 25,000 |
| | 0100 | 4253 | Kitchen supplies (food) | | | 39,700 | | 39,700 |
| | 0100 | 4253 | Professional fees (medical contract) | | | 45,000 | | 45,000 |
| | 0100 | 4253 | Jail Management System | | | | 780,000 | 780,000 |
| | 0100 | 4254 | POA health insurance increase | | 6,200 | | | 6,200 |
| | 0287 | 4251 | POA health insurance increase | | 7,100 | | | 7,100 |
| | 0287 | 4252 | Uniforms (puncture-proof vests) | | | 62,900 | | 62,900 |
| | 0287 | 4253 | 100-Gallon steam kettle | | | | 13,500 | 13,500 |
| | | | | <u>0.00</u> | <u>38,300</u> | <u>147,600</u> | <u>799,500</u> | <u>985,400</u> |

