



APPANOOSE COUNTY

SERVICE AGENCY

PHASE 1 NEEDS ASSESSMENT



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planning
architecture
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management



Phase 1 Needs Assessment Study
for
APPANOOSE COUNTY SERVICE AGENCY
Centerville, Iowa

August 13, 2015

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APPENDICES

Appendix A – Iowa Department of Corrections Jail Inspection Report (dated 6/18/2015)

Appendix B – Iowa Department of Corrections Communications

I. EXECUTIVE SUMMARY AND RECOMMENDATION

This needs assessment study is undertaken to establish needs of the Appanoose County Service Agency for the Law Enforcement Center now and in the future. The study utilizes historical prisoner population data and county records as well as in-depth interviews with local officials to project future facility needs. The overall goals of the Needs Assessment Study are:

- Define current and projected future County population and resources
- Establish a current County Prisoner Profile
- Forecast an Average Daily Population and Prisoner Profile for the County's future incarceration needs
- Develop a Program to identify current and future space needs

Appanoose County is in many ways a typical rural county. The county has experienced a steady decline in population over the past several decades and is to decline, slightly, into the future. Appanoose County population is projected to decrease from 12,887, in 2010, to 12,231 by 2040 (*Figure 1*). This is due, primarily, to the common rural trend of youth flight to urban centers and the gentrification of the population due to the aging baby boomer population. Also, it should be noted that the slight annual average decrease of 0.17% combined with a population of 12,887 can be meaningfully influenced by changes in manufacturing, construction and other markets that can affect population size.

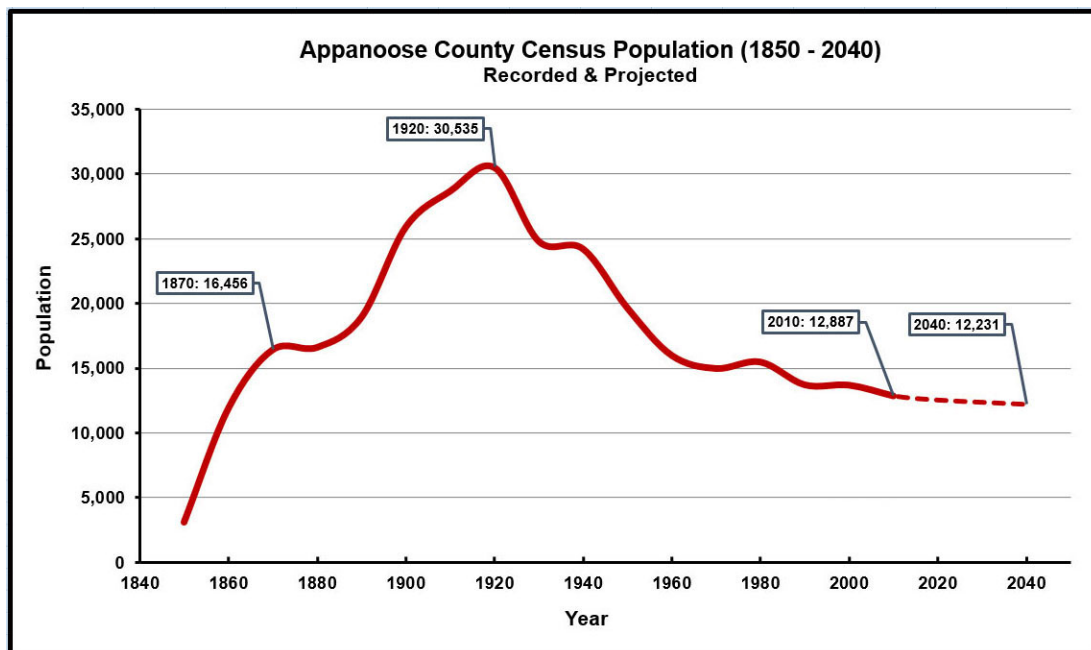


Figure 1 (Source: U.S. Census Bureau, Iowa State Data Center and Woods & Poole Economics, Inc.)

The current Appanoose County Service Agency Law Center (Centerville Police Department, Sheriff's Office, Communication Center and Jail) is located three blocks into town from the West edge of Centerville, along Highway 2, adjacent to a residential neighborhood. Completed in late 1974 as a single story, 4,400 square foot pre-cast & masonry structure, with a 2,400 SF basement. It currently has a rated capacity of 12 inmates. The existing building is inadequate for housing prisoners and operating as a modern Sheriff's Office and Police Department due to several factors. First, the county incurs several liabilities by operating in the existing facility, the most critical being a lack of dedicated evidence storage space and the limited ability to isolate visitor traffic from sensitive jail areas and staff. The facility also has inadequate separation between the main entrance, interview space, communication center, office space, inmate visitation, the housing units and public proximity to

inmate recreation space. Secondly, if a hostile individual were to enter the building unrestrained, they could quickly gain access to many sensitive rooms in the facility. In addition, the staff have reported that the building has experienced notable structural settlement and is in need of roof, heating & cooling, electrical and plumbing replacement, which is made more complex by the pre-cast concrete shell of the structure. Also, the jail does not have a sufficient number of beds to house all of Appanoose County's inmates 'in-county', with very limited flexibility for proper inmate segregation and classification, a growing population of individuals waiting to serve jail sentences and a growing monthly expense for out-of-county housing & transportation.

To forecast the number of jail beds Appanoose County will need to provide in the future, two independent methods of projection are utilized. The Linear Regression method of projection and the Incarceration Rate method of projection evaluate county and national data to establish future inmate population based on extrapolations. (Figure 2) In order to account for peak booking and holding needs, special events, seasonal fluctuations, mass arrests, variations in numbers of probation/parole violators and generally recurring non-standard events, a peak capacity modifier is applied to the projected inmate population to arrive at Jail Bed Count or Needs Capacity. In this case, a peak modifier of 1.37 will be applied to the projected inmate population.

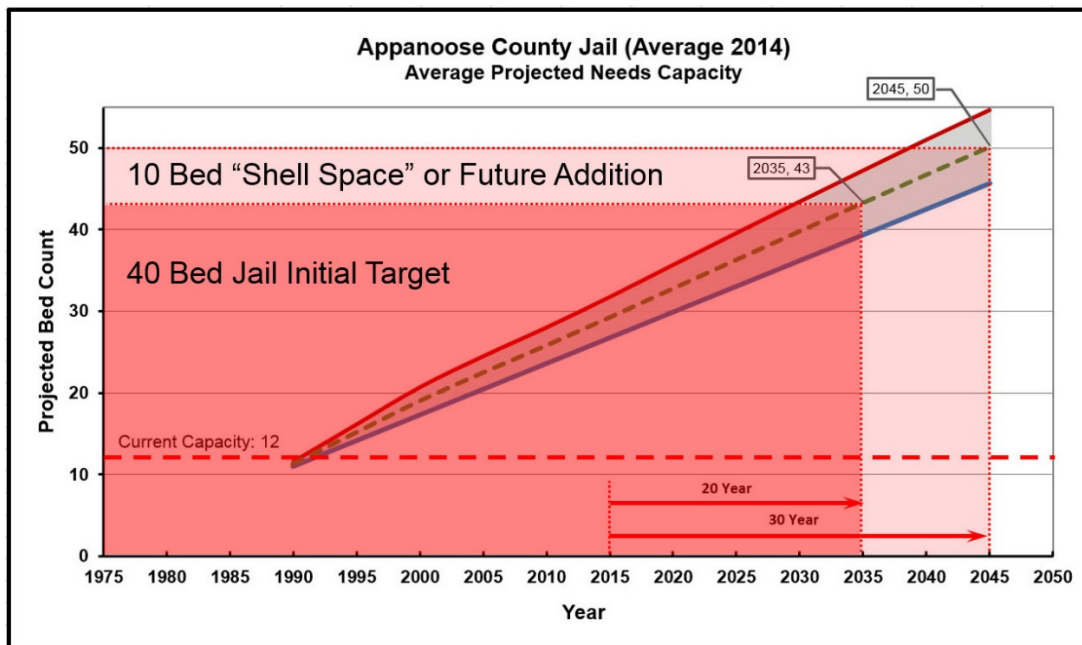


Figure 2

The average between the Linear Regression method and Incarceration Rate method, with a peak capacity modifier applied, projects that the jail will need 43 beds to serve the community in 2035, with a bed projection expanding to 50 by 2045. These projections represent total bed counts and does not account for the 'Rule of Thumb' that when a jail facility reaches 80% of capacity, it will likely face bed capacity shortages due to the inability to properly segregate inmates based on classification.

Taking into account the projected number of beds, and the preceding recommendations, Prochaska & Associates and the Appanoose County Service Agency recommend that the county **build a 40 bed Law Enforcement Center** with the ability to expand an additional 10 beds to meet future needs and extend the structure's useful life. An initial build-out of 40-Beds, with the capability for expansion, will allow the jail to grow, but will limit the initial capital construction expense to the needs projected over 20 years (the life of a typical bond). This expansion can be a planned addition, or shell space which can initially be a storage space but would have the infrastructure required to quickly and inexpensively be converted into dorm style housing or even cells. Also, a future addition or shell should employ sight and sound separation, gender neutral "swing cells" to account for diverse classification types. This recommendation will ensure flexibility into the future.

II. INTRODUCTION

A. Background and Historical Context

Appanoose County's current Law Enforcement Center (LEC) facility was completed in December of 1974, designed and constructed during a time when the monthly Average Daily Population was commonly a low, single digit count with no historical evidence available to forecast the large increase of inmate population the United States incurred from the mid-1970's to current. Built as a single story 4,400 SF pre-cast concrete and masonry structure, with a 2,400 SF basement, it has a rated capacity of 12 beds. Over the past decade, as inmate population has consistently been 2 times the maximum jail capacity of 12, overflow inmates have been transferred to other facilities in surrounding counties. Currently, the facility houses the Appanoose Sheriff's Office staff, Centerville Police Department staff, Communications Center staff and Jail inmates.

In 2015, the Appanoose County Service Agency (ACSA) began this analysis process by hiring Prochaska & Associates to conduct a Jail Needs Assessment Study. Prochaska & Associates has worked closely with the LEC staff as they have gathered the information used in the formulation of these recommendations to the ACSA.

B. Study Purpose and Goals

The principle purpose for this study is to aid the ACSA's desire to determine jail capacity for the incarceration of adult pre-trial and sentenced inmates into the future. This study was brought about by several factors:

1. Liability and required repairs involved with the continued use of an older jail facility that does not meet the needs of the public, staff or inmates.
2. Concerns involved with staff and inmate safety, which the ACSA is liable for.
3. A growing inmate population will continue to inflate the risk to staff, increase the already large monthly inmate transportation and out-of-county housing expense and place additional demands upon the current undersized facility for jail and office space.

In order to establish the needs of the Appanoose County Jail, now and into the future, this Needs Assessment Study utilizes historical inmate population data and County records, as well as interviews with local law enforcement officials to project future facility needs. Upon analysis of this data, a recommendation is made for a program of space needs to serve the ACSA into the future.

The overall goals of the Needs Assessment Study are:

- Define the historical County Jail population
- Evaluate the current County Jail facility and law enforcement resources
- Establish a current County Inmate Profile
- Forecast the number of beds required to meet future incarceration needs
- Develop a Program to identify current and future space needs

At the conclusion of the study, the ACSA will have useful information necessary to make an informed decision about future detention facility needs.

III. COUNTY PROFILE AND POPULATION CHARACTERISTICS

A. Location

Appanoose County is comprised of 516 square miles and centrally located along Iowa's Southern border. The county is surrounded by Wayne, Lucas, Monroe, Wapello and Davis Counties, in Iowa. In Missouri, its neighboring counties are Putnam and Schuyler Counties. (Figure 3)

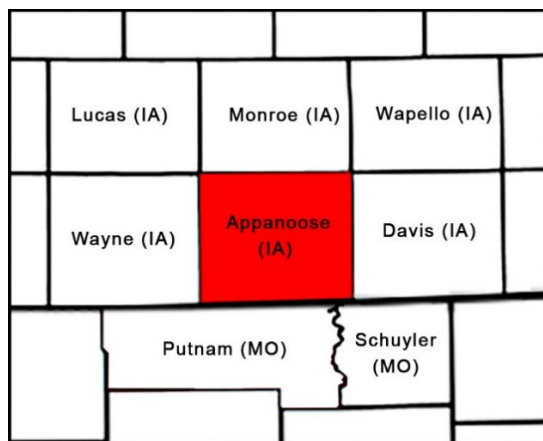


Figure 3

The most noticeable geographical feature is Rathbun Lake which was created by damming the Chariton River. Of the 516 square miles, 19 square miles are water with the majority of the remaining land being arable. The county seat is Centerville (population 5,528, in 2010) and other incorporated cities include Cincinnati (357), Exline (160), Moravia (665), Moulton (605), Mystic (425), Numa (92), Plano (70), Rathbun (89), Udell (47) and Unionville (102). (Figure 4)



Figure 4

Being located centrally along Iowa's boarder with Missouri, Appanoose County is located within a large region of rural counties that act as a buffer between Appanoose County and Des Moines, IA, the nearest large concentration of population. Due to this buffer, Appanoose County is projected to experience a slight average decrease in population over the next thirty years. Though the overall population is expected to decrease, the national incarceration rate and the reliance of transient narcotics manufacturing on rural communities project a consistent increase to Appanoose County's jail inmate population. (Figure 5)

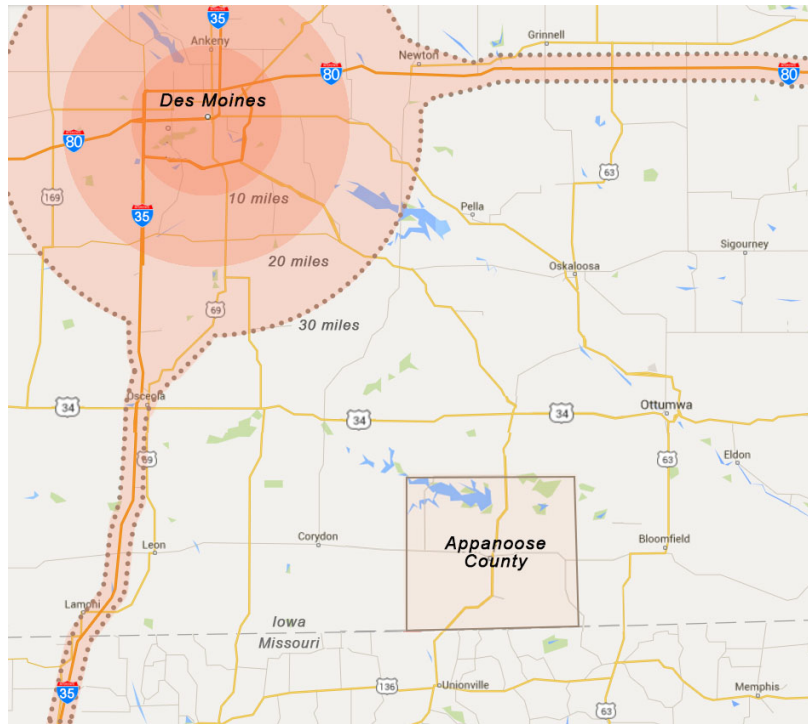


Figure 5

B. Population Profile

As of the 2010 U.S. Census, Appanoose County had a population of 12,887 residents. The County has experienced decreasing population counts since the 1920 Census, although the rates of decline has stabilized to a 0.17% projected annual decrease between 2010 and 2040 (Figure 6). This can be attributed to factors which commonly affect rural communities across the United States.

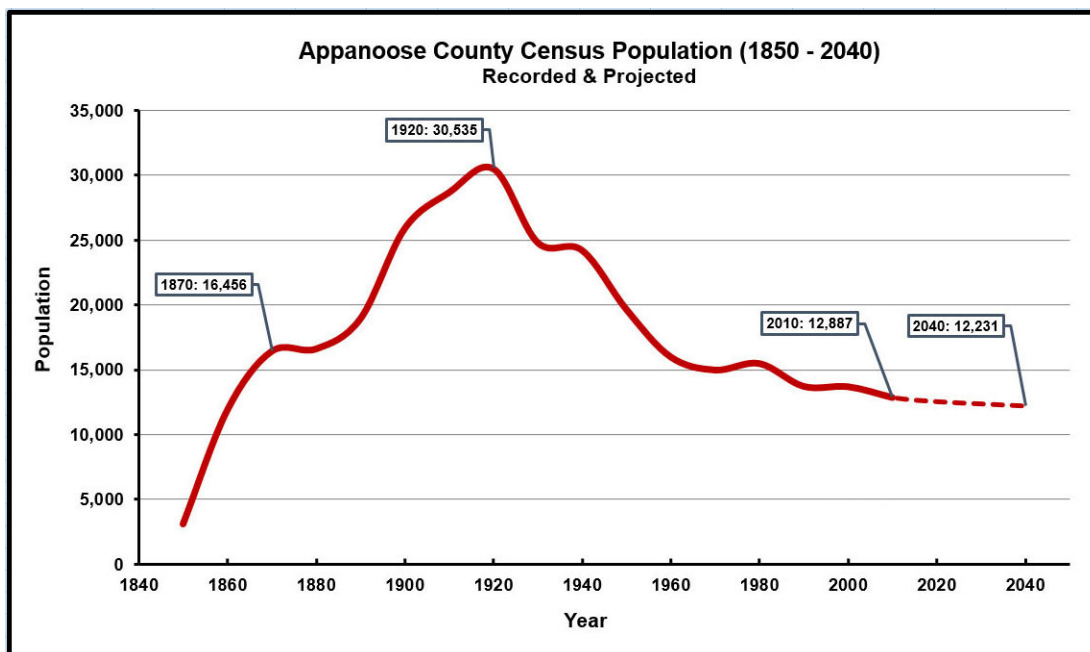


Figure 6 (Source: U.S. Census Bureau, Iowa State Data Center and Woods & Poole Economics, Inc.)

The Appanoose County population is projected to decrease to 12,231 residents by 2040 (*Table 1*). This is due primarily to the gentrification of the U.S. population due to aging baby boomers which is accelerated in rural communities by the migration of subsequent generations to urban centers.

Appanoose County Population Projections (2010 - 2040)		
Year	Total	% Change
2010	12,887	-
2015	12,668	1.70%
2020	12,567	0.80%
2025	12,478	0.71%
2030	12,393	0.68%
2035	12,310	0.67%
2040	12,231	0.64%

Table 1 (U.S. Census Bureau & Woods & Poole Economics, Inc.)

Half of the residents of Appanoose County are over 43 years of age (50%), nearly 10% greater than the U.S. average (40.1%). However, this follows the general trend of gentrification of the U.S. population due to aging baby boomers which is accelerated in rural communities by the migration of subsequent generations to urban centers. It is likely that the County Age demographics will maintain this separation from the national average due to the projected decrease in county population and continued migration of younger residents towards urban centers.

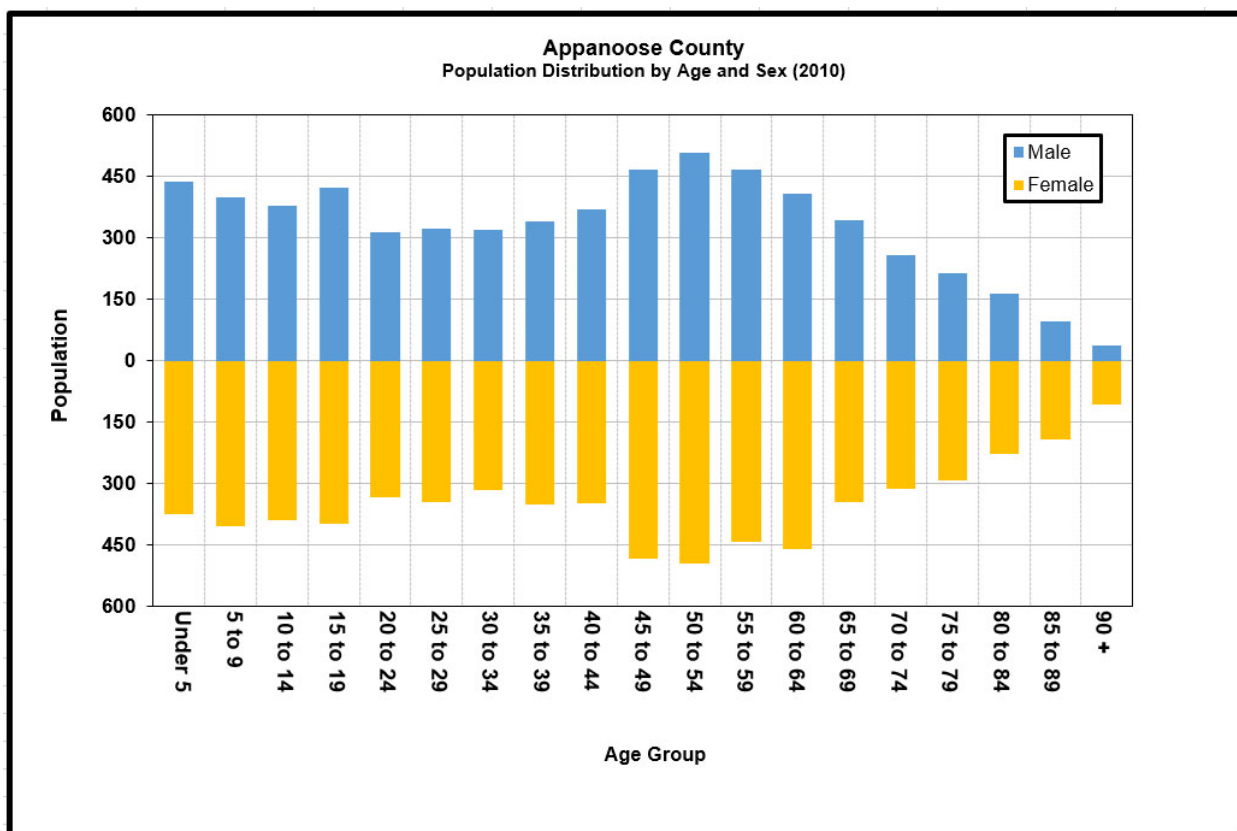


Figure 7 (Source: U.S. Census Bureau, Iowa State Data Center)

C. Summary

In many aspects, Appanoose County is a typical rural Iowa community and will experience a slight annual average decrease in population over the next 30 years. In previous decades, since 1920 (near the peak of coal mining), the county has experienced greater rates of population decline but the rate is projected to settle into a slight average annual decline 0.17% into the foreseeable future. The majority of residents are over the age of 43. In the future it appears that the county will continue to face challenges brought about by youth flight to urban centers combined with the gentrification of the remaining population due to the aging baby boom generation.

IV. PRISONER PROFILE AND ANALYSIS OF JAIL POPULATION

A. County Statistics of Detention Use

Historical Admissions Data

The Appanoose County Jail is the only detention facility located in the County and is utilized by the County Sheriff's Office and Centerville Police Department. The following data represents use of the jail by all parties within the County (*Figure 8*). It is evident that a majority of arrests brought to the Jail are between the ages of 25 and 29. This chart pattern is typical, but the peak age group considered to be at high risk for arrest, nationally, is 20-24. Of note is the fact that 20.7% of arrests are within this age range while only 5.2% of the County population is, a fact which suggests that jail population may not directly correlate with County population and might be driven by other factors such as a transient criminal population or a specific type of crime.

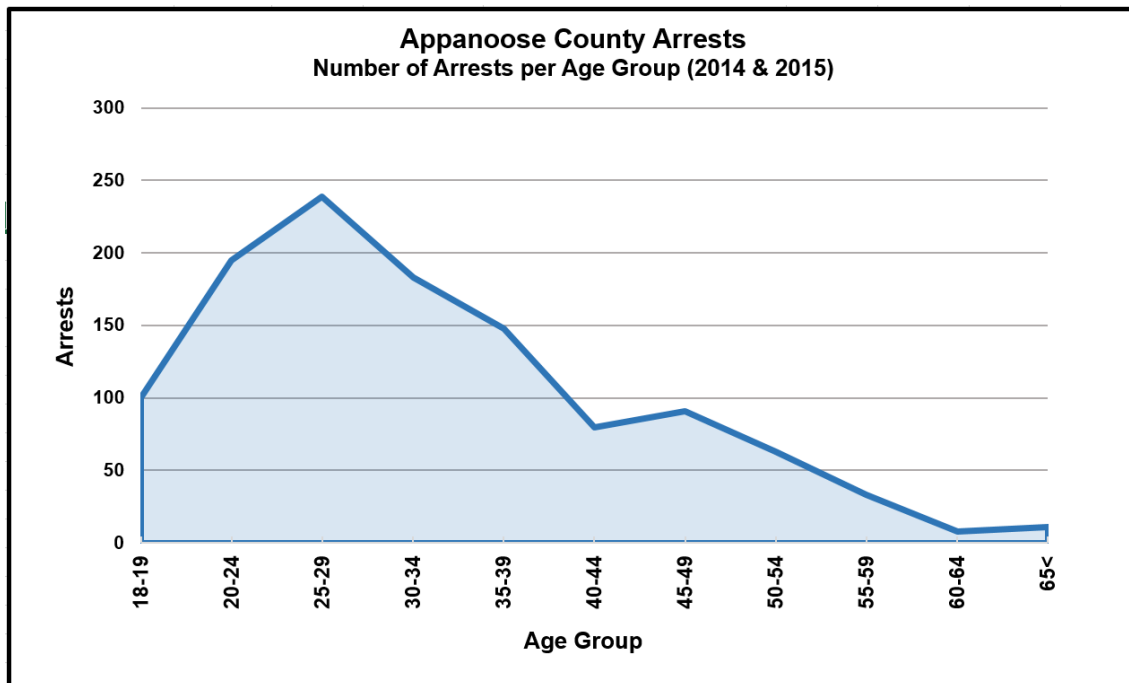


Figure 8 (Source: Appanoose County Records)

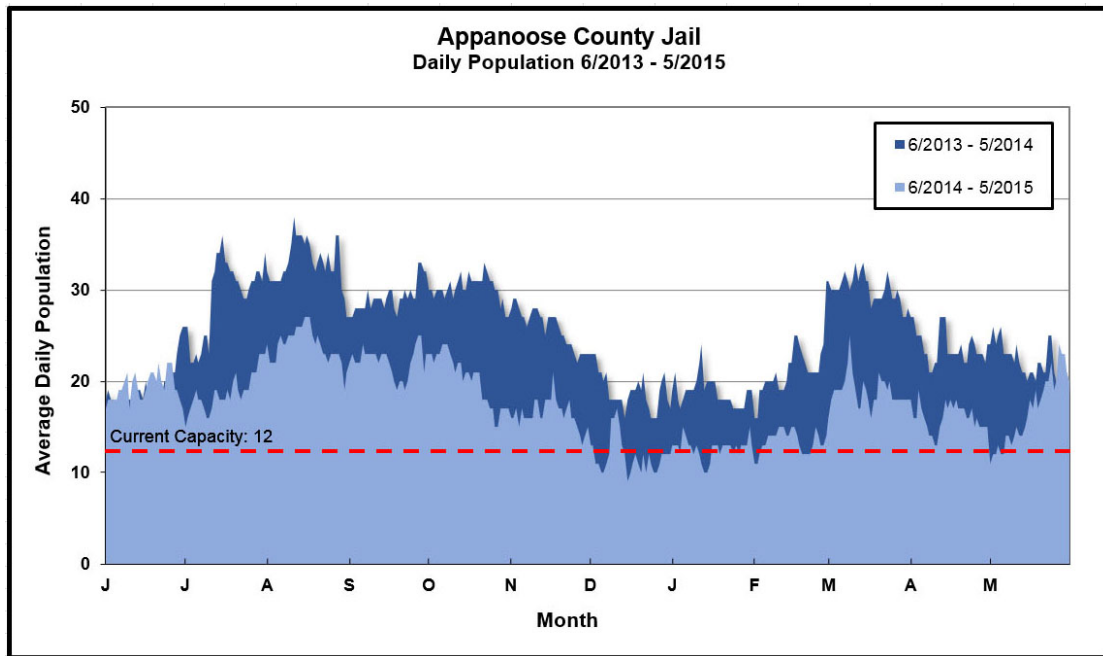
Historical Average Daily Population

Figure 9 (Source: Office of Appanoose County Sheriff)

Average Daily Population (ADP) is defined as the average number of prisoners in the County jail each day of the year. This value is established through records of peak daily inmate population and is considered an industry standard. As a yearly average, it does not precisely depict the population variations within a month or week (Figure 9), but rather can be utilized to understand population trends across years. For example, it is evident from the preceding graph that the Appanoose County Jail has an ADP that varies from year to year, but is showing consistent growth (Figures 10).

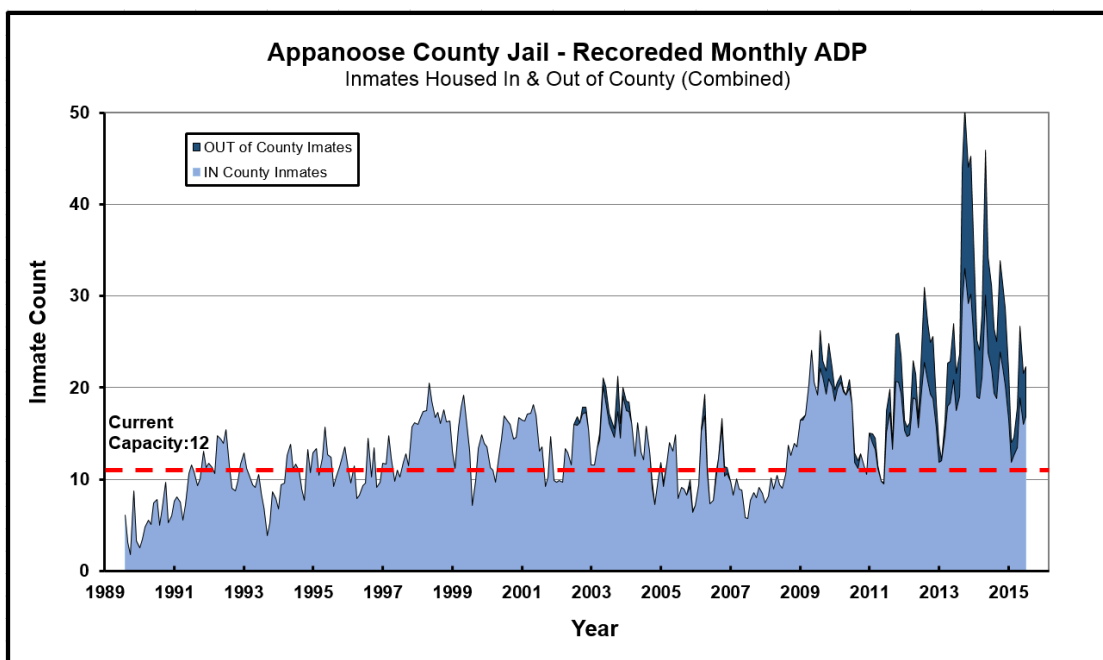


Figure 10 (Source: Appanoose County Records)

It is evident from a graph of recorded ADP (*Figure 10*) that a significant event caused a rapid growth in jail population 2013 and 2014. From discussions with the County Sheriff and Police Chief, it appears that this can be traced to one primary event: a single year budget allocation for additional officers be added to the South Central Iowa Drug Task Force and resulting arrests.

B. Prisoner Profile

The following data explores the characteristics of prisoners within the county jail, which is necessary when establishing prisoner classification levels and separations. For example, (*Figure 11*) below shows that a majority of holds are male. However, the number of males is less than the national average of 88.4%.

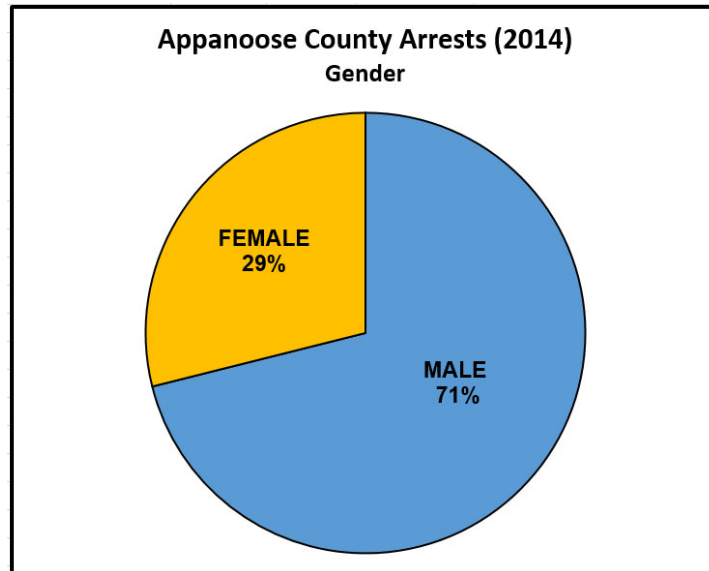


Figure 11 (Source: Appanoose County Records)

The following and preceding tables show the gender and race of jail holds for 2014. A significant majority of holds are white, non-Hispanic individuals and are male, both of which are consistent with the County racial demographic. (*Figure 12*)

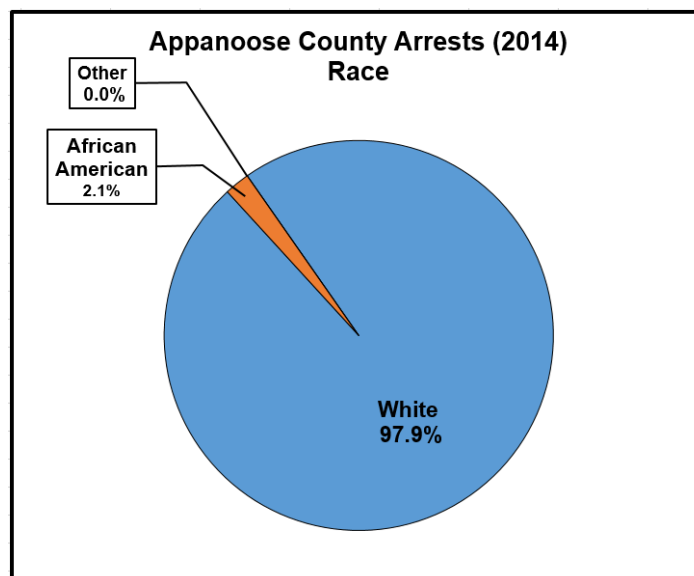


Figure 12 (Source: Appanoose County Records)

C. Summary

The preceding Prisoner Profile and Statistics of County Detention Use establish an average picture of what types of prisoners are being detained. This information is used to determine the future classification needs for the county jail.

V. ASSESSMENT: CURRENT LAW ENFORCEMENT CENTER

A. Existing Law Center - Operations & Facilities Background

The current ACSA Law Enforcement Center was constructed next to a residential neighborhood in 1974 and consists of a 4,400 square foot (sf) main floor and a 2,400 sf basement. Currently, the building occupies the same footprint, although interior renovations have occurred. The facility currently has a rated capacity of 12 prisoners but often exceeds this number, requiring the ACSA to incur transport and housing expenses to move overflow inmates to another county. Prisoners are held in six cells, housing anywhere from 1 to 2 prisoners per cell. Additionally, the Jail has a single drunk tank which doubles as temporary holding, but the jail does not have an isolation cell or a padded safety cell.

The existing Jail was designed and constructed before minimum jail standards were codified in Iowa's Administrative Code, in 1982. These standards were enacted to lessen the potential for successful litigation against local officials in response to lawsuits by inmates. Most facilities built prior to the adoption of the standards are considered "grandfathered" and therefore not subject to the current minimum standards. However, all renovations or new construction are now required to meet the Minimum Standards; a difficulty compounded by a facility built prior to 1982 and one with a pre-cast concrete structure. (Figure 13)



Figure 13 (Main Entrance)

In addition to the general facility assessment above, specific operations and building problems are identified in the following sections.

B. Existing Law Center - Architectural Assessment

Site Visit: 6.11.2015

The following list is a room-by-room summary of spaces within the Appanoose County Law Center, which inadequately serves the Sheriff's Office staff, Police Department and Communications staff, public and inmates.

- Inadequate space for Police Department Staff, Sheriff's Office Staff and Communication Center Staff: *The Law Center does not have enough space to function as a modern law enforcement center or enough space to meet the needs of the County, Public or Inmates.*
- Inadequate space for inmate population: *Less than Half the required capacity to house all of Appanoose County's Inmates within the current Law Center, even if inmate classification could be ignored.*
- Inadequate space for classification of Inmates: *No means for jail staff to properly classify inmates within the jail, even with transporting inmates to surrounding counties. Transportation helps to alleviate the classification issue by transporting select prisoners out of the jail, but with transportation the jail currently houses felony, misdemeanor and work release inmates together (not classified), sex-offender inmates with inmates willing to share cells (not classified) and all female & overflow inmates are transferred out-of-county (classified, but by another county's ability to classify).*
- Inadequate space for professional visits: *Professional service providers (lawyers, medical doctors, psychiatrists, etc.) have limited confidential space to meet with clients. Currently, these meetings take place in the booking area or interview room but must move whenever these spaces are required by the Sheriff's Office, Police Department or Jail Staff. In the event that the booking area is in use, these meetings are often moved to a common hall without sight or sound separation or are rescheduled.*
- Inadequate space and security for communication center: *The office space for the communication center is very limited, with just enough space for dispatch to 'squeeze' past printers, storage and other office equipment to reach their workstations. Also, the communication center doubles as the break room and as the location for a corrections officer to monitor the adjacent hallway, which is used as additional visitation space. Security is greatly compromised with the public and inmates being in the communication center entry-way during visitations. Also of concern is the weak separation between the communication center and the Law Center lobby. The public, inmates and visitors have easy access to the inner workings of the jail, to conversations of the Staff and could quickly gain control of the communication center if desired.*
- No Kitchen: *All meals are prepared off-site, with no other option to reduce cost or to reduce risk of contraband.*
- No Isolation or Padded Safety Cell: *Limited ability to house a growing inmate population with mental illness.*
- No Handicapped Accessible Holding Cells: *No ability to house inmates with disabilities, a common issue.*
- No Work Release Cells: *Work release inmates need segregated cells to reduce the risk of contraband entering the jail.*
- No Staff Restrooms: *The Police Department, Sheriff's Office and Communication Center Staff have no Staff Restrooms and must use the public restrooms outside the secured portion of the jail. This is of concern, especially, for the Communication Center and Master Control/Inmate Monitoring staff who, in a modern facility, would have facilities near their workstations to help maintain coverage of their positions. Also, due to the original plumbing configuration, when inmates disrupt the plumbing in the cell block, the entire facility loses plumbing.*
- No Staff Locker Room or Exercise space: *There is no facility available for staff to maintain their fitness and no locker room available to shower or store off-duty clothing.*
- No Firing Range or Dedicated FATS machine space: *The existing jail facility has no space for firearms training, regardless of training method.*
- Inadequate corridor to inmate cell separation: *Maximum security cell have bars, which gives the most violent inmates the opportunity to reach through, throw or make contact with corrections officers walking the corridor. Modern facilities have security-glass enclosures to prevent this safety concern and still allow staff to directly monitor inmates.*
- Failing HVAC System and lack of air conditioning in some inmate cells: *Beyond comfort provided to inmates, air condition helps to remove moisture and associated mold and odors from the jail. Also, as temperatures raise to an uncomfortable level, inmates become quicker to temper and then pose a greater risk to staff and other inmates. The A/C issue is tied to a failing HVAC system in need of replacement.*

- **Failing Plumbing Systems:** *The Jail has a failing plumbing system which is in need of constant maintenance. Pipes are constantly developing leaks and are filled with corrosion, water temperatures & pressures are inconsistent & need constant adjustment and plumbing fixture age & quantity are inadequate for the housing of prisoners. Only 3 showers are available for all inmates housed in jail, requiring that correction officers to rotate inmates through cells with showers. Also, the plumbing fixtures are out of date, making it more difficult to obtain replacement parts (Figure 14).*



Figure 14 (Bunk Beds in Cell)

- **Inadequate space for Evidence Storage:** *Multiple rooms and portions of rooms are used to store evidence. While evidence is well-stored by the staff, the multiple locations and lack of a single and dedicated space increase the possibility of future issues.*
- **Inadequate inmate property storage lockers:** *Prisoner Property Storage is located in lockers in the corridor leading to the laundry area. Property storage should be located in its own space, preferably close to prisoner change-out, thus allowing for more secure storage, away from where inmates perform daily work, within the jail.*

Master Control

- **Out of date master control:** *Currently, jailors are required to use a mechanical master-key to secure all doors, including prisoner housing units. Also, there is no secondary layer of security provided by most modern jails.*
- **Fire liability:** *In the event of a fire, a corrections officer would have to open each cell one by one, a potentially dangerous proposition considering the lack of fire sprinklers throughout the facility. In a jail, with a complicated layout, prisoners need to be moved from the zone containing a fire to an area of refuge in another part of the building. The time it takes to manually unlock each cell door before escorting prisoners to another part of the building increases the chance of injury or death to staff as well as inmates in the case of an emergency.*
- **No fire sprinkler system in Jail:** *Currently, the building is not required to add a sprinkler system since it was designed under a previous code or 'Grandfathered'. This could present a major liability in the event of a jail fire as correction officers will have to manually unlock each cell and escort prisoners to safety, at great risk to their safety.*
- **No direct line of sight to housing units or holding cells:** *Corrections officers rely on a video surveillance system to monitor prisoner activities in real time. This creates potential security risks in areas where cameras do not reach. It also potentially increases the county's liability if something unfortunate should happen (suicide, for example) within view of the surveillance camera, yet missed by the master control staff (Figure 15).*



Figure 15 (Master Control & Communications Center)

Inmate Exercise Space

- Proximity to the public and contraband: *The exercise area is at the back of the jail and is exposed to the alley that separates the existing jail facility from a residential neighborhood. This space is a constant source of concern as it provides opportunity for the inmates to interact with persons outside the jail and as a possible means of contraband entering the facility (Figure 16).*



Figure 16 (Outside Exercise w/Alley & Residential Neighborhood)

Sallyport

- Diminished capability: *The existing sallyport is well designed for its age, as it provides a 2-stall pass through for secure inmate transfer to and from the facility. Usability of the sallyport has diminished due to one of the stalls being converted into storage, as the jail facility is lacking space in all aspects (Figure 17).*
- Inability to house Sheriff's Office vehicles, Police Department vehicles and equipment: *All vehicles are all stored in an unsecured parking lot adjacent to the Jail. This results in essential equipment being stored in an area easily accessible by the public and therefore at risk of sabotage, vandalism or storm damage.*
- No Holding Cells in Proximity: *There are no holding cell in proximity to the sallyport to help securely transfer agitated arrestees from vehicles into booking.*
- Garage doors are too narrow to easily accommodate current vehicle sizes. *Vehicle damages regularly occurs due to small garage door size.*



Figure 17 (Sallyport & Storage)

Kitchen

- No Kitchen in the current facility: *The current facility has no kitchen, although inmate meals are currently catered, lessening the need for a full kitchen. Storage of food is limited to a single refrigerator which is used for storage of inmate medication, inmate food and correction officers' food. A warming kitchen would suffice for the current Jail facility, but lack of space would prevent this alteration, without affecting other activities.*
- Inmate Meals prepared off-site: *Meals are prepared and then transported to the jail by an outside vendor. There is no other option, even if meals prepared in-house are found to reduce expense via a future cost analysis. Also, preparing meals outside of the jail can be a security and contraband concern.*

Laundry

- Not sized for commercial use: *The existing laundry space cannot house commercial fixtures and therefore relies on residential units not designed for this level of use. It is typical for washers and dryers of this type to last only 12 to 18 months after processing up to 10 loads per day. Furthermore, there is not enough space to process and fold clean laundry; nor is there space to accommodate all the jail-issue storage that is currently housed near the laundry (Figure 18).*
- Washer backs up 3-4 times per year due to the poor condition of the plumbing system, which is failing.



Figure 18 (Laundry)

Booking

- Outdated and inadequate: *the booking area does not separate staff from prisoners, with no holding cells in proximity and no means of holding agitated arrestees without requiring direct supervision of a corrections officer. Though a single holding cell is available, it is not in proximity to the booking room and is not visible to the booking staff. There are an inadequate number of holding cells to accommodate the variety of prisoners usually encountered. The prisoner change-out space is inadequate for strip searches and other functions that must occur there. Also, the current workstation is not adequate for computer-based work.*
- Inadequate Office Space & Report Writing area: *There is no area for arresting officers to write their reports after dropping off prisoners. This should be located just off the sallyport, adjacent to the booking area.*
- Inadequate number of booking stations: *The space contains only enough room for a single booking station, creating problems for staff when multiple arrests are brought in at one time.*
- No Holding Cell in Proximity: *There is no holding cell in proximity of booking, to securely hold and monitor inmates during the booking process, which complicates processing multiple arrestees into the jail. (Figure 19).*



Figure 19 (Booking Station)

Jail Deputies Office

- Insufficient space: *Currently 3 deputies share a former hearing room which has been converted to a split use space of video monitoring, 2 desks and file storage (Figure 20).*



Figure 19 (Jail Deputies Office)

Housing Units (general)

- Insufficient space for inmates: *Without the ability to transport inmates to facilities in surrounding counties, the current facility would consistently have 2-3 times the rated maximum capacity of 12 inmates. With this level of inmate over population, the only means the staff has to properly classify inmates is to transport inmates to facilities of surrounding counties.*
- Inmate Classification is not met: *With county average daily population exceeding maximum capacity, by 2-3 times, and only five separate housing units, it is highly unlikely the jail will be able to meet classification requirement. The only means available to jail staff to gain some level of inmate classification is to transport specific inmates out of county. Currently, the jail transports all female inmates out of county to reduce the classification requirement by, roughly, 50% due to the classification requirement to separate male and female inmates. Common Classification/Segregation requirements are: (male/female, maximum, medium, minimum security, special needs, administrative segregation, work release, suicide watch, etc.).*
- No Daylighting for cells: *While direct access to windows for inmates is not desirable or required, the current facility fails to meet minimum daylighting requirements due to the facility having been constructed prior to the requirements of jail standards and having 'grand fathered' status.*

Visitation

- Limited and Unsecured Visitation Space: *The current visitation commonly takes place at intended jail location, but as inmate population has grown, it has become undersized. This results in lower security inmates having visitation in proximity to the communication center and taking place within the booking room. Visitors stand in the doorway, while monitored by a corrections officer in booking. This poses a security risk to the facility by allowing visitors in proximity to the secured jail space and corrections officers.*
- Visitors must be escorted to the space: *In order to diminish the security risks associated with escorting visitors, especially at potentially emotional times such as visitation, many modern jails use a video visitation system which allows prisoners to remain secured in the housing unit and visit with relatives/etc. who are located in a separate and less sensitive area of the jail.*

Medical Exam Room

- Facility does not have a medical exam room: *There is not enough space within the facility to repurpose existing space as a dedicated medical room.*

Multi-Purpose Room

- There is currently no dedicated space for a Multi-Purpose Room: *Library books are currently stored on wood shelving along a secured corridor. (Figure 20)*



Figure 20 (Secured Corridor)

Sheriff's Office & Police Department Office

- Inadequate record storage space for two offices and a jail: *Though records are well kept, The Sheriff's Office, Police Department and Jail do not have adequate space dedicated for record storage. In many cases, file storage boxes are stored where space allows and records are stored among numerous rooms.*
- No Break Room: *The basement conference room currently is used as a flexible space, but is inconvenient for staff to utilize for breaks or as a flex space. Often the communication/dispatch center, which is severely lacking space, is used as a break room.*
- One interview room: *The Sheriff's Office & Police Department has one room dedicated for interviews with witnesses, suspects, etc., and currently utilizes the Conference/Break room, Private Offices or the Lobby when necessary. Also, the interview room is used more as a flex space, due to the facility lacking other needed spaces.*
- No public gathering space: *In the immediate aftermath of a significant event, the Sheriff's Office is inundated with family, witnesses, professionals, first responders, etc. and has no area to safely gather these individuals. Also, with the lack of space, there is limited additional space to keep individuals separated, if required.*



Figure 21 (Flex / Gathering Space)

- Undersized Squad Room, Patrol Sergeant Room and All other office spaces.
- Basement Offices: *The Investigators Office and Evidence Room have been moved to the basement to accommodate office requirements on the main level.*
- Unsecure Armory: *The equipment and weapons are stored behind a locked, hollow-core plastic doors.*

Summation – Architectural Assessment

An architectural assessment of the existing building was performed in addition to the operational assessment outlined above. The existing jail cells and day rooms are built of concrete masonry units, some of which are structural bearing walls, which may be cost-prohibitive to renovate. In addition, the exterior shell of the building is pre-cast concrete and is load-bearing, which will provide difficulties when expanding the structure to meet current and future needs. When the facility was designed, the *American's with Disabilities Act (ADA)* was not in effect and therefore the facility is not compliant with several ADA requirements. Multiple other ADA compliance issues exist.

The useful life of most buildings is 30-40 years, at which time most building systems require significant maintenance, repair or replacement. Most systems, such as roofing system (Figure 22), plumbing systems, mechanical systems, reach the end of their life-cycles after only 20 years. In other cases, the buildings themselves become dysfunctional or non-compliant due to changes in codes and regulations, or become undersized due to growth of services. The current ACSA Law Center is experiencing all of these conditions.



Figure 22 (Law Center Roof Failing, Spray-On Polyurethane system 'Bubbling' or Lifting from substrate)

C. Existing Law Center – Plumbing System Assessment

Plumbing systems serving ACSA Law Center include sanitary sewer, vent piping, storm sewer, natural gas, domestic water, water heaters, plumbing fixtures and specialties, along with the potential for fire protection systems. Centerville Municipal Water works Department and the Waste Water Department are the local authorities for the water, sanitary sewer and storm sewer systems. Alliant Energy supplies natural gas to the City of Centerville. Unfortunately, no blueprints are available for the plumbing systems serving the building. As such, this assessment is based solely on Field observations, along with examination of the limited site plan provided.

Sanitary Sewer System

A 4" building drain exits the building on the north and interconnects with the City's 8" sewer line. A sewage ejector is available in the basement mechanical room to receive waste from plumbing fixtures and floor drains on the lower level. Effluent is lifted through a force main and interconnects with the building drain.

Plumbing fixtures and specialties drain to waste lines constructed of heavy weight cast iron soil piping with bell-and-spigot type joints sealed with lead and oakum. Vent piping is primarily constructed of standard weight galvanized steel piping with threaded cast iron fittings. PVC waste and vent piping has been used for minor repair and replacement measures undertaken over the years.

- Building drain and plumbing vent systems are designed to be long lasting and generally will not need repairs. However, the sanitary sewer system is over 40 years old and becoming more susceptible to corrosion, leaks, and stoppages.

Storm Sewer System

Water collected by roof drains is routed through storm drain piping that is identical in material construction to sanitary sewer piping serving the building. Storm drain piping is combined and leaves the building on the south. The building's storm sewer line then interconnects with a 15" City storm sewer line buried along West Van Buren Street.

- It was noted that the high roofs over the main lobby and jail simply drain onto the lower roof area. Yet, only two primary roof drains are available on the lower level roof to collect storm water.
- Severe bubbling of the spray-on polyurethane foam insulation has affected roof drainage patterns to the limited number of roof drains that exist. As a result, water was found ponding on the roof in many areas
- Though the roof over the garage has its own primary roof drain, water ponding is occurring on the northern end.
- No clear means for secondary roof drainage systems was found.

Water Service and Distribution

- The facility's water meter is fed by a 2-inch main that originates from an 8" water main running along West Washington Street approximately 300 feet to the north. The water service line enters the facility on the east and is routed to the existing water meter in the basement mechanical room. Water pressure in the City mains is approximately 60 – 65 psi.
- Though the existing water service may be suitable for the current operation, a new larger domestic water main would be needed if any expansion of the facility was to occur.
- Pipe insulation at the water meter appears to contain asbestos. Though no other pipe insulation containing asbestos was found, it would be prudent to have pipe insulation and other building materials tested as discovery of asbestos during construction can be very disruptive.
- Though major inroads have been made on a legislative level to reduce lead content in plumbing piping and appurtenances, little can be done to mitigate the issue in older plumbing systems. Simply, older plumbing fixtures, brass fittings, and other plumbing components can leach lead into the potable water supply.
- The existing water service entrance is not equipped with a backflow preventer or water meter bypass line, which will likely be required by the Municipal Utility if a new water service is needed.
- A new water meter, capable of remote read, will need to be purchased through the Municipal Utility if a new water service is needed.
- Small segments of water distribution piping in the boiler room and other areas are bare. Energy losses associated with bare domestic hot water piping is significant. Lack of pipe insulation on cold water lines increases their propensity to sweat.
- No mechanical identification for plumbing piping and equipment exists, making it more difficult for contractors to make changes to work in place.

Natural Gas System

The existing natural gas meter is located along the east façade and is served by the Utility's 2" natural gas line buried along West Van Buren Street. As the Utility's natural gas main is maintained at approximately 60 psig, spare capacity should exist if an expansion to the existing facility was to occur.

- The existing natural gas service line and meter are sized for the existing natural gas load at the facility. A new natural gas service line and meter is anticipated if any major expansion to the facility occurs.

Domestic Hot Water Systems

Domestic hot water for the facility is supplied by a natural gas-fired, medium efficiency, 75-gallon water heater manufactured by Ruud. The water heater provides a 72.8 gallon/hour recovery at 100°F temperature rise. A fractional horsepower pump is used to recirculate hot water in the domestic hot water piping loop.

- The storage and firing capacity of the water heater is less than expected for this size of facility. Some issues with the recovery capability of the water heater are experienced when the Jail is full.
- Good design would have the water heater maintained at 140°F, then routed through a thermostatic mixing valve that reduces the domestic hot water supply to 110°F degrees for use at domestic plumbing fixtures. This practice works to increase available hot water and precludes the growth of organisms in the storage tank that can lead to Legionnaire's Disease. A new thermostatic mixing valve would be required to accomplish this.
- The existing thermostatic mixing valve providing tempered water to the security plumbing fixtures has a tendency to drift and otherwise malfunction. In lieu of depending on the mixing valve, manual ball valves are currently used to provide a more consistent water temperature. A new high-low type thermostatic mixing valve is recommended.
- Additional water piping is needed in order to have the ability to provide higher water temperatures often needed for laundry.
- Flue gas from the water heater is vented through an assembly manufactured by Thrifty Vent, Inc. The product was designed in the 1970s to reduce standby energy losses for gas-fired appliances. After becoming patented,

the product was routinely installed for gas-fired appliances in Illinois which is the home state of its inventor. The patent was later rescinded and Thrifty Vent, Inc. is no longer in business, raising the question whether the product should continue to be used.

- Though not a code requirement, redundancy is recommended for the water heater serving the facility.

Security Plumbing Fixtures

The security plumbing fixtures in the jail portion of the facility have performed admirably well given that they have been in operation for over forty years. However, the fixtures and their associated appurtenances are a significant developing maintenance problem that often detracts from the normal duties of Law Enforcement Personnel.

- Fixture fittings, water supply piping, water controls, and other components serving the existing security plumbing fixtures have required numerous replacements over the years. Many of these replacement measures have been carried out by internal Law Enforcement Staff due to the need to keep security plumbing fixtures in operation.
- The age of the security plumbing fixtures has made it increasingly difficult to find replacement parts. Lacking parts, a different off-the-shelf products have been used in their place. This further complicates maintenance parts inventories and future serviceability.
- The plumbing chases behind the detention cells are very tight, making it difficult to carry out even normal maintenance routines.
- Severe chipping and erosion of the porcelain enamel from the steel formed combination fixtures is evident. In addition to their unsightly appearance, bacterial growth and corrosion is accelerated.
- The existing security plumbing fixtures are not ADA compliant or otherwise work to facilitate the needs of a handicapped inmate.
- Beyond accessibility issues, the existing security plumbing fixtures require high water consumption. For example, the volume of water required to flush the toilets ranges from 3 – 5 gallons per flush, including excess trail flow. In round terms, this is two to three times the water required for their modern day standard equivalents. Codes would typically preclude reusing these fixtures in any major remodel because of their high water consumption characteristics alone.
- A lack of showering facilities requires that inmates in Maximum Security routinely be moved to the larger detention cell to shower. This results in increased risk to Law Enforcement Personnel and influences staff scheduling.
- Consider installation of a new electronic water controls and a Host Work Station that allows shutting the water supply off to security plumbing fixtures from a central location; remote ability to shut off the water supply to fixtures; and program limits to frequency and/or the duration that water flow can be activated.
- If new security plumbing fixtures are installed, overflow detection is recommended for the combination security plumbing fixtures.
- The potential for scalding and inmate abuse would be reduced if electronic water controls were available for the showers.
- The age and condition of the existing security plumbing fixtures contribute to a dated looking incarceration environment.

Plumbing Fixtures and Specialties

Water closets, urinals and lavatories in rest rooms serving the public and staff appear to have been replaced. Though not ADA compliant, these fixtures might be able to be reused in renovated rest room spaces that meet current ADA guidelines. The remaining plumbing fixtures and specialties are original and beyond the end of their expected useful lives.

- Trench drains in the garage are not properly tied into a mud & sand interceptor to protect the City's sanitary sewer system. Use of car wash equipment in the garage would normally carry the requirement for an oil separator as well.
- Existing water closets were initially designed to be floor mounted to reduce the size of the plumbing chases. Wall mounted water closets would make it easier to clean the floors in the public and staff rest rooms.

- *A single electric water cooler exists. A bi-level design allows one drinking station to comply with the lower ADA requirement for bubbler orifice height and offers the flexibility of a second unit at standard height. Providing a bottle filler might be a useful feature if new water cooler equipment is pursued.*
- The showering facilities in the basement are no longer used and the space serves as storage. For a variety of reasons, it would be prudent to remove associated inactive water and waste piping.
- It was noted that spaces comprising the original Basement Mens and Womens Toilets, along with the Basement Kitchen have since been demolished for other floor plan considerations. Whether inactive plumbing piping is still connected to active lines is not known.

Fire Protection Systems

There is not a wet pipe sprinkler system to provide fire protection services within the facility. If a new sprinkler system is required in an expanded facility on this site, it would necessitate that a new 6" fire line be brought into the building to ensure adequate flow to the fire protection system exists.

In general, the new fire protection system would consist of sprinkler heads installed as needed to provide 100% sprinkler coverage of the facility. The new wet pipe sprinkler system would need to be monitored by a new fire alarm panel.

In high value areas, such as Dispatch, server rooms, etc., sprinkler head activation could cause more damage than a fire itself. In these areas, consider installing a dry type fire suppression system as the first line of defense against fires.

- Installing a new 6" fire line could involve considerable expense given the distance involved (about 300 feet).
- Sprinkler heads in secured areas should be institutional type to reduce the likelihood of vandalism.
- The fire protection system should include a separate supervised valve that allows the secured area to be isolated in the event of vandalism or accidental discharge.
- Great care must be taken in secured areas to ensure that sprinkler piping is not installed in a manner that facilitates suicides, or otherwise could be used for harmful purposes.

Summation – Plumbing System Assessment

Since the plumbing systems serving the ACSA Law Center have been generally well maintained, it is easy to forget that the building has been in operation for more than forty years. As such, some of the plumbing system are past the end of their expected period of useful life, with the remaining materials and equipment approaching that end. Outside of cost considerations, little of the existing plumbing systems should be salvaged during a major renovation effort. Simply, beyond pipe sizing implications, the higher likelihood of future failures in the existing plumbing system increases the risk of having to tear up renovated areas to make emergency plumbing system repairs.

D. Existing Law Center – Mechanical (HVAC) Assessment

Mechanical systems serving the existing Law Center include the primary heating system, HVAC systems, exhaust systems, and temperature controls. The mechanical system assessment is based on observations during an on-site visit, along with examination of the mechanical plans that are available.

Primary Heating System

- The building is heated by a sectional cast iron type boiler with a capacity of 1,100 MBH on natural gas. Hot water is the heating medium and is circulated from the boiler to heating coils in unit ventilators, cabinet unit heaters, finned tube radiation units, and hanging unit heaters located throughout the building. An air handling unit is equipped with a hot water-fed heating coil as well.
- The overall efficiency of the boiler is poor because of its single pass construction and use of atmospheric combustion.
- Energy efficiency is further diminished as the boiler burner is not able to modulate natural gas which causes it to operate at full fire even when the heating load is relatively small.

- Present operation lacks redundancy so there is no backup if the boiler goes down. In addition to substantially increasing energy efficiency, replacing the existing boiler with new modular condensing type boilers having lead-lag controls would ensure that if one boiler failed, another boiler is automatically brought on line until repairs are made.
- No secondary means of egress is present in the boiler room. Also, emergency gas shutoffs should be installed adjacent to each exit.
- Existing boiler controls do not compensate for outside air temperature, solar energy and internal heat gains. Energy is wasted as heating hot water temperature is often higher than required to satisfy heating loads. New condensing boilers have no minimum return water temperature requirements. This will further enhance the energy savings associated with an effective hot water reset schedule.
- Flue gas from the boiler is also vented through a Thrifty Vent, Inc. assembly (see the Plumbing Systems Evaluation).

Heating, Ventilation, and Air Conditioning (HVAC) Systems

Excluding the jail, the majority of the facility is served by a constant air volume, multi-zone air handling unit with 100% outside air capability. To avoid positive pressure in the building, conditioned air is continuously discharged to the outdoors through the exhaust fan systems and strategically located pressure relief vents. In general, the air handler provides 3,090 cfm of conditioned air for heating, cooling, air filtration, and outdoor air for ventilation to seven zones in the building.

Dampers serving each individual zone modulate as necessary to satisfy the thermostat in the zone being served. Some zones on the system have exterior exposure. During the heating season, hot water-fed cabinet convectors, finned tube radiation units, and other supplemental heating equipment operate to provide additional heating in these spaces.

Depending on the season, the air handling unit provides a fixed hot deck or cold deck temperature to meet the maximum load in the system. The air handler has a direct expansion type cooling coil served by a 15-ton packaged air cooled condensing unit manufactured by Carrier. As previously noted, heating is accomplished at the multi-zone air handling unit through a boiler-fed hot water heating coil.

The jail portion is served by two hot water-fed unit ventilators that have return air/outside air capability. Both unit ventilators provide 1,000 cfm of air for heating, air filtration, and outdoor air for ventilation. The system was fairly recently supplemented by an inverter type multi air conditioning unit manufactured by Fujitsu that provides 2-tons of cooling capacity. This system allows two wall mounted ductless indoor heat pump units to be served by a single air-cooled outdoor condensing unit. Prior to the installation of the ductless units, the jail portion of the facility did not have air conditioning.

The garage is heated by two hanging hot water unit heaters. No other HVAC system exists in this area.

- The multi-zone air handler is designed to use 100% outside air even though the requirement for ventilation air is much lower than the system's total air capacity. This results in significantly higher heating and cooling loads for the boiler and air conditioning system to satisfy. Once conditioned, air is simply exhausted or relieved from the building through vents. Allowing a portion of the total air requirement to be returned from the building and mix with outdoor air would result in significantly lower energy costs.
- The multi-zone air handling unit is constant air volume type, meaning that the air handler's supply fan runs at a constant speed, regardless of the changing heating and cooling loads of the building. Replacing the system with a variable air volume system that uses variable frequency drive technology would control the new air handling system fan motor so that only the air pressure and heating/cooling energy required is provided to condition the various spaces and maintain ventilation air rates.
- Though the air-cooled condensing unit and supply fan motor have been replaced, the multi-zone air handling unit is largely unchanged from its original installation in 1974. Given that the expected useful life of the air handler is approximately 20-25 years, the air handler and its appurtenances are operating on borrowed time.

- The facility's operations will be significantly hampered in the event of a catastrophic failure of the multi-zone air handling system. Proper planning is critical as replacement under emergency conditions will be hampered by the need to get the new system up and running and the inability to easily access the basement. The end result will likely be a cobbled new system at a premium installed cost that inherits existing performance issues.
- Fans serving the unit ventilators are tied to manual switches so that they can be turned off if overheating in the jail portion is occurring. Though little recourse is available, no ventilation air is provided to the jail when the unit ventilator fans are shut off.
- Related to the previous comment, there would be a strong tendency not to use the unit ventilators over the cooling season. Simply, introduction of warm and humid outside air would quickly overwhelm the smaller cooling system available, resulting in uncomfortably warm space temperatures. Though little recourse is available again, no ventilation air is provided to the jail when the unit ventilators are not being operated.

Exhaust Systems

Exhaust fans are available for the evidence room, laundry, janitor closet, public/penal toilets and showers, along with the large basement storage area. Because operations are 24/7, exhaust fans are operated continuously, year round.

- The garage should be provided with an exhaust system that could be operated to help remove vehicle exhaust emissions, and when car washing equipment is in use.

Temperature Control Systems

A pneumatic temperature control system primarily serves the facility. The system uses compressed air to modulate valve actuators, damper operators, and other components based on air signals provided from various pneumatic temperature controllers and receivers.

- With the advent of direct digital controls, pneumatic temperature controls systems are becoming obsolete. Replacement parts are becoming more expensive and difficult to find. Fewer people are properly trained and have the experience to carry out necessary service and maintenance routines.
- Air leaks are suspected as the air compressor serving the pneumatic temperature control system ran continuously during the tenure of the on-site visit.
- Without scheduled inspections and adjustments, pneumatic controllers and receivers can drift from their original settings; linkages serving damper operators can stick; valve stems wear, diaphragms can develop pinhole leaks or worse, etc. Recalibration and verification of components' proper operation is a necessary, but complicated maintenance routine
- Though a refrigerated air dryer and oil filters are in place, it is difficult to keep oil and water out of the air control lines. This issue becomes exacerbated as the air compressors ages and wearing of pistons, cylinders and valve heads occurs. Over time, accumulation of oil and water in the system can cause serious, and possibly irreversible problems.
- Fans serving the unit ventilators are tied to manual switches so that they can be turned off if overheating in the jail portion is occurring. However, no ventilation air is provided to the jail when the unit ventilator fans are shut off.
- The existing thermostats controlling the multi-zone air handling unit are single setpoint type. Temperature dial settings are not automatically adjusted in conjunction with heating/cooling switch over. Without dual setpoint control, thermostat settings during the heating season/cooling season are higher/lower than typically recommended.

Summation – Mechanical (HVAC) Assessment

In general, the existing mechanical systems suffer from age, obsolescence, insufficient capacity, and poor energy efficiency. Due to this and other factors, complete replacement of the mechanical system is recommended. In

addition to meeting the new heating/cooling load requirements of the renovated spaces, and complying with current mechanical and energy conservation codes, much of the associated replacement cost could likely be justified from the energy and maintenance savings over the life of the new mechanical systems.

E. Existing Law Center - Electrical Assessment

The existing electrical system is served by a pad-mounted transformer on the north side of the building.

The existing main switchboard is about 41 years old and appeared to be in good condition but at that age it is a good time to consider replacement. The main panel is 400A, 208/120V, 3 phase and would not be large enough to handle the new loads associated with the remodel. That cost is usually expected for this type of major remodel. The existing electrical room is packed full so a new electric room would need to be part of the addition.

The main switchboard distributes power to three appliance panels in the same room and a generator transfer switch. The appliance panels are manufactured by Cutler-Hammer and new breakers are available for them but due to their age should be replaced. Once again this is typically expected for a remodel of this magnitude. Another issue that was noted is that emergency and normal power were combined and this is not allowed by current code. It also appeared panels were being used as raceways which is not allowed by code.

Space above the existing drop ceiling was limited for routing new electrical and the walls are masonry and could cause some difficulty. Furring the walls out would be difficult because the spaces are already too small.

Kitchen Electrical

There is no significant kitchen equipment in the facility, since the inmate meals are catered.

Emergency Power System

Emergency power is being provide by a 45KW propane powered generator. A larger generator will be required for a larger facility with all the electronics that are used today. As mentioned above the generator wiring is not code compliant and would need replaced. The generator only had 410 hours on it and could possibly be utilized at another county facility. Although not recommended the generator could be combined with a newer unit to get the capacity required. Warranty, code and damage issues make re-use of existing generators risky. For example the generator may not comply with current EPA emissions regulations and require extensive upgrades.

Lighting

Some incandescent lighting fixtures were still being used with spiral compact fluorescent although some upgrades to fluorescent light fixtures have occurred. It is planned to replace all lighting fixtures with T8 lamps or LED. Automatic lighting controls will also be added (occupancy sensors, time clock or photocell) per current code requirements.

Outdoor building lighting does not have emergency backup at exits as required by present codes. All outdoor building light fixtures are planned for replacement with LED fixtures and be powered by the generator. The need for new pole mounted lighting will be evaluated as we go further into design.

Emergency lighting will need to be upgraded throughout the facility and be powered by the emergency generator on an independent transfer switch.

Fire Alarm

The building does not have a Fire Alarm system which will be required for a major upgrade. Some battery powered smoke alarms have been installed but will not be allowed if a major upgrade is undertaken.

Security

New security systems will be provided as appropriate for the new facility.

Communications Systems

New communications systems will be provided as appropriate for the new facility. The existing communications and security equipment is located in a dusty, non-air conditioned space.

Summation – Electrical Assessment

In conclusion, the electrical will require major upgrades but that is expected for the scope and magnitude of this remodel. The construction of the building does not allow for these upgrades without major changes to the structure.

VI. ASSESSMENT: NATIONAL GUARD ARMORY

A. Existing National Guard Armory – Architectural Assessment

The decommissioned National Guard Armory (NGA) was inexpensively acquired by the City of Centerville in 2014. The facility is currently unoccupied and is located 1-1/2 miles East of Highway 5, on Dewey Road. It is adjacent to a manufacturing district and arable land. Completed in 1992, the 21,000 SF concrete masonry structure can provide the city of Centerville an opportunity to determine an alternate use for this facility.

When comparing the interior spaces of a typical law enforcement center with the interior spaces of the decommissioned NGA facility, many similarities can be found. While a more detailed evaluation of the NGA might dismiss some of the current spaces as being inadequate, due to size or proximity with other spaces, at first glance the similarities are noticeable.

Existing National Guard Armory Rooms/Spaces

- Corridor
- Administrative Office
- Recruiter's Office
- Library/Learning Center
- Classroom
- Large Locker Room
- Weapons Vault
- Indoor Firing Range
- Unit Storage
- Work Bays
- Food Prep, Food Storage & Scullery
- Assembly Hall (5,400 SF, Open Space)

Required Jail Spaces

- Lobby
- Office Space / Storage
- Office Space / Storage
- Office Space / Storage
- Office Space / Storage
- Office Space / Storage
- Weapons Vault
- Firing Range (not common)
- Dedicated Evidence Storage
- Vehicle Sally port
- Inmate Food Prep, Food Storage, Scullery*
- Inmate Cells, Master Control, Etc.

* *Dependent on Cost Analysis conducted by Appanoose County Jail*

B. Existing National Guard Armory – Plumbing Assessment

General Overview

Plumbing systems being evaluated at the existing Armory Facility do not differ substantially from those serving the Law Center. An exception to this includes there are no security plumbing fixtures. Also, a functioning shop compressed air system and emergency drench shower/eye wash station are available.

Sanitary Sewer System

A 6" building drain exits the building on the south and then is routed west to interconnect with the City's 8" sewer line.

Plumbing fixtures and specialties drain to waste lines constructed of heavy weight hubless cast iron soil piping with gasketed joints secured with stainless steel couplings. Vent piping is constructed similarly. The building drain

and plumbing vent systems are thought to be in good repair and modifications to the existing layout will be more easily accomplished since joints are not sealed with lead and oakum.

- Additional investigation is needed to ensure that proper separation exists between sanitary sewer, water and natural gas utilities.
- The Wash Rack Building drain includes a mud & sand interceptor to protect the City's sanitary sewer system, though modifications are needed to provide oil separation.

Storm Sewer System

Water collected by roof drains is routed through storm drain piping that is constructed of insulated PVC pipe. Storm drain piping is commonly run exposed down the wall where it discharges to daylight onto concrete splash blocks.

- Some of the concrete splash blocks are cracked or broken and are in need of repair or replacement.
- Site characteristics need to be improved to allow for effective drainage of storm water from the building.

Water Service and Distribution

The facility's water meter is fed by a 4-inch main that originates from a 12" water main running along Dewey Road. A 6" water service line enters the site on west and is routed to two fire hydrants on the south before it is reduced to 4" in size. The cold water main is reduced to 2" in size once the water service entrance line is brought up through the floor.

- The existing water service for the Armory facility offers significant advantages over the Law Center. The 6" water line serving the fire hydrants could easily be routed to a new fire protection system if 100% sprinkler coverage is needed. Though the 2" cold water main is too small for future use, the larger sized water service entrance is easily accessed, substantially reducing the associated costs of increasing the size of the cold water main.
- The existing water service entrance is not equipped with a backflow preventer or water meter bypass line, which will likely be required by the Municipal Utility if a new water service is needed.
- A new water meter, capable of remote read, will need to be purchased through the Municipal Utility if a new water service is needed.
- No mechanical identification for plumbing piping and equipment exists, making it more difficult for contractors to make changes to work in place.

Natural Gas System

The existing natural gas meter is located along the south façade and is served by the Utility's high pressure natural gas line buried along Dewey Road. A 3" low pressure natural gas line is brought into the building to serve gas-fired appliances. This line size is maintained until it interconnects with the gas line serving the infrared radiant heating system in the Garage Work Bays, where it is reduced to 2-1/2" in size.

- The existing natural gas service line and meter are sized for the existing natural gas load at the facility. A new natural gas service line and meter is anticipated if any major expansion to the facility occurs.
- The 3" existing natural gas distribution main the facility is large enough to allow some moderate additions. The length of piping that is full line size should work to minimize the amount of piping needed to make an interconnection to serve new gas-fired appliances.

Domestic Hot Water Systems

Domestic hot water for the facility is supplied by two electric, 85-gallon water heaters manufactured by Ruud. Each water heater provides a 184 gallon/hour recovery at 100°F temperature rise. Fractional horsepower pumps are used to recirculate hot water in the domestic hot water piping loops. The water heaters are located in separate mechanical rooms to reduce the length of the piping runs. It was noted that the dishwasher is equipped with an electric booster heater as well as chemical sanitization equipment.

- Though storage capacity is limited, the recovery capability of the two water heaters is fair given their large connected electrical load (i.e., 45 kW). However, electricity is a much more expensive heating medium than natural gas and the water heaters pose significant problems as it relates to economically providing emergency power to the facility.
- Though locating the water heaters in separate rooms reduced piping costs, it diminishes the redundancy component. It might be prudent to install new gas-fired water heaters and delegate the existing water heaters to serve in a temperature boosting and/or redundant capacity, if they are kept at all.
- Good design would have the water heater maintained at 140°F, then routed through a thermostatic mixing valve that reduces the domestic hot water supply to 110°F degrees for use at plumbing fixtures. This practice works to increase available hot water and precludes the growth of organisms in the storage tank that can lead to Legionnaire's Disease. A new thermostatic mixing valve would be required to accomplish this.
- An additional thermostatic mixing valve would be needed to provide tempered water to the security plumbing fixtures.

Plumbing Fixtures and Specialties

The plumbing fixtures were found in good repair and operating condition. Wall mounted water closets are available so floors will be easier to clean.

- Electrolysis is occurring at the electric solenoid valve serving the emergency drench shower/eye wash station.

Fire Protection Systems

There is not a wet pipe sprinkler system to provide fire protection services within the facility. If a new sprinkler system is required in an expanded facility on this site, it would necessitate that a new 6" fire line be brought into the building to ensure adequate flow to the fire protection system exists.

- Installing a new 6" fire line poses less concern at this facility than at the Law Center as a 6" water line was brought close to the building to serve two fire hydrants.
- Sprinkler heads in secured areas should be institutional type to reduce the likelihood of vandalism.
- The fire protection system should include a separate supervised valve that allows the secured area to be isolated in the event of vandalism or accidental discharge.
- Great care must be taken in secured areas to ensure that sprinkler piping is not installed in a manner that facilitates suicides, or otherwise could be used for harmful purposes.

Summation – Plumbing System

In general, the plumbing systems are in good condition and anticipated to have many years of useful life remaining. Though an increase in the water service size for domestic and fire protection purposes will be needed, the utilities on site lend themselves well to this.

C. Existing National Guard Armory – Mechanical (HVAC) System

Primary Heating System

The Assembly Hall is heated a sectional cast iron type boiler estimated to have a capacity of 300 MBH on natural gas. Hot water is the heating medium and is circulated from the boiler to an in-floor radiant heating system.

- The overall efficiency of the boiler is poor because of its single pass construction and use of atmospheric combustion.
- Energy efficiency is further diminished as the boiler burner is not able to modulate natural gas which causes it to operate at full fire even when the heating load is relatively small.
- Present operation lacks redundancy so there is no backup if the boiler goes down. In addition to substantially increasing energy efficiency, replacing the existing boiler with new modular condensing type boilers having lead-lag controls would ensure that if one boiler failed, another boiler is automatically brought on line until repairs are made.
- No secondary means of egress is present in the boiler room. Also, emergency gas shutoffs should be installed adjacent to each exit.
- Existing boiler controls do not compensate for outside air temperature, solar energy and internal heat gains. Energy is wasted as heating hot water temperature is often higher than required to satisfy heating loads. New condensing boilers have no minimum return water temperature requirements. This will further enhance the energy savings associated with an effective hot water reset schedule.
- The existing combustion air delivery system does not meet the current code requirement for providing outside air for combustion up high along the ceiling and low along the floor.

Heating, Ventilation, and Air Conditioning (HVAC) Systems

Excluding Assembly Hall, the building is largely served by six Lennox condensing type gas-fired furnaces having a heating capacity of 100 MBH. The two furnaces serving Classrooms, Learning Center, Offices, Audio/Visual Room, etc., on the south and west have air conditioning. The remaining furnaces are heating only. Outside air is ducted to return air plenums serving five of the furnaces for ventilation. Two ductless air conditioning units, manufactured by Fujitsu, provide 1-1/2-tons of cooling capacity to Unit Storage and supplemental air conditioning to the Audio/Visual Room. Gas-fired infrared radiant heating systems are available in the Work Bays and Rifle range. A gas-fired makeup air system provides tempered outside air to counter the exhaust system serving the Rifle Range.

- Though not new, the HVAC systems serving the facility appear fully operational and well maintained. The larger concern may become whether air conditioning is desired, or needed, in areas currently lacking cooling capacity as floor plan programming for a renovated facility is completed
- Moisture levels in the building, and other factors, have caused paint to peel from the surfaces of ductwork in many areas of the building. Some disrepair is also evident at the supply air duct from the makeup air unit serving the Rifle Range.

Exhaust Systems

Power roof ventilators provides exhaust capability for the Rifle Range, rest rooms, showers, locker rooms, and serve hoods over the electric range, dishwashing machine, and pot & pan sink. Three wall-mounted propeller type exhaust fans serve the Work Bays (1) and Assembly Hall (2). Finally, the Work Bays also have a vehicle exhaust extraction system that allows building occupants to hook flexible hoses directly to exhaust pipes. No operational issues were found.

- Though the vehicle exhaust extraction system is operational, it might be beyond that needed for a law enforcement facility (i.e., the wall mounted exhaust fan might suffice) unless larger emergency vehicles use the garage.

Temperature Control Systems

Furnaces in the facility and the in-floor radiant heating system are controlled by programmable thermostats with night setback capability. The infrared radiant heating systems are manually controlled by electric dial thermostats. In contrast to the existing Law Center, the temperature controls systems serving the Armory are simple and easy to operate.

Summation – Mechanical (HVAC) System

In general, the existing mechanical systems appeared well maintained and fully operational. Outside of the boiler serving the in-floor radiant heating system, the existing mechanical systems provide good energy efficiency. The biggest issue might be whether air conditioning is needed in areas where it currently does not exist. Even so, the existing heating only furnaces serving these areas could likely be relocated to serve other areas not requiring cooling.

D. Existing National Guard Armory – Electrical System

The existing electrical system is served by a pad-mounted transformer on the south side of the building. The transformer is located too far from a hard surface to meet current power company requirements but if we do not change it we should be grandfathered. If we do need to increase capacity the transformer may need to be relocated. Although a fairly large amount of rain fall was received prior to our visit, it should be noted that a large amount of water puddles on that side of the building. This did not appear to be damaging the transformer.

The existing main switchboard is about 25 years of age and appears to be in good condition. No water infiltration was evident in the electric room. The main panel is 1200A, 208/120V, 3 phase and will likely be large enough to handle the new loads associated with the remodel. It is not known if it has enough space to hold the additional circuit breakers required until it is designed. If retained, it will be left with no spares for future capacity. It would be best to replace it with a new switchboard and be prepared for future expansion. The cost is typical for this type of major remodel. The main switchboard could be replaced in the same location so that a new main electric room would not need to be designed although some new satellite electric rooms will be required.

The main switchboard distributes power to three appliance panels throughout the facility and electric water heaters. The appliance panels are manufactured by GE and new breakers are available for them. The panels could be re-used if possible but it should be noted that almost all of the branch circuits are routed below the floor slab. We will need to remove floor slabs for the remodel and much of the existing circuits would be removed and refed to new panels. Once again this is typically expected for a remodel of this magnitude. We will try to re-use what we can.

Lastly it should be noted that ample space is available above the existing drop ceiling for routing new electrical but the walls are masonry and could cause some difficulty. We can overcome this by furring out existing masonry walls to provide a space to route conduit.

Kitchen Electrical

The facility has an extensive kitchen already installed. We usually do not have a kitchen of this magnitude for a jail of this size. If the existing service is to remain it may be necessary to scale back on the capabilities of the kitchen.

Emergency Power System

Emergency power is being provided by battery packs located in various light fixtures. A Law Enforcement Center will require generator backup and will need to be added. No excessive difficulty is anticipated to implement the generator addition.

Lighting

Most of the lighting was T12 fluorescent except for some limited upgrades to T8 or T5 lamps. The initial plan would be to replace all lighting fixtures with T8 lamps or LED. Automatic lighting controls will also be added (occupancy sensors, time clock or photocell) per current code requirements. If budget dictates we could exclude some spaces from the scope and allow them to remain as is.

Outdoor building lighting does not have emergency backup at exits as required by present codes. All outdoor building light fixtures are planned for replacement with LED fixtures and be powered by the generator. The need for new pole mounted lighting will be evaluated as we go further into design.

Emergency lighting will need to be upgraded throughout the facility and be powered by the emergency generator.

Fire Alarm

The Fire Alarm system is not sufficient to handle the remodeled facility and therefore a new fire alarm system will be provided.

Security

New security systems will be provided as appropriate for the new facility.

Communications Systems

New communications systems will be provided as appropriate for the new facility.

Summation – Electrical System

In conclusion, the electrical will require major upgrades but it is expected for the scope and magnitude of this remodel. The construction of the building does allow for these upgrades without any excessive concern.

VII. FORECAST OF FUTURE FACILITY NEEDS

To project the number of beds the ACSA LEC will need for inmates in the future, a Peak Capacity Factor is applied to the two methods of projection. The projection methods utilized are Linear Regression Method & Incarceration Rate Method.

A. Peak Capacity Factor

Both the Incarceration Rate method and the Linear Regression method are used to determine average daily prisoner populations (ADP). This data is valid for projecting the growth of prisoner populations over time, but it does not account for actual daily peaks in jail inmate population. For instance, on August 11th, 2013, the Law Center had a record high of 38 total prisoners, yet the average daily population, housed in county, for the same month was 33.03. The peak inmate count on this day was 1.15 times greater than the ADP monthly average (Figure 12).

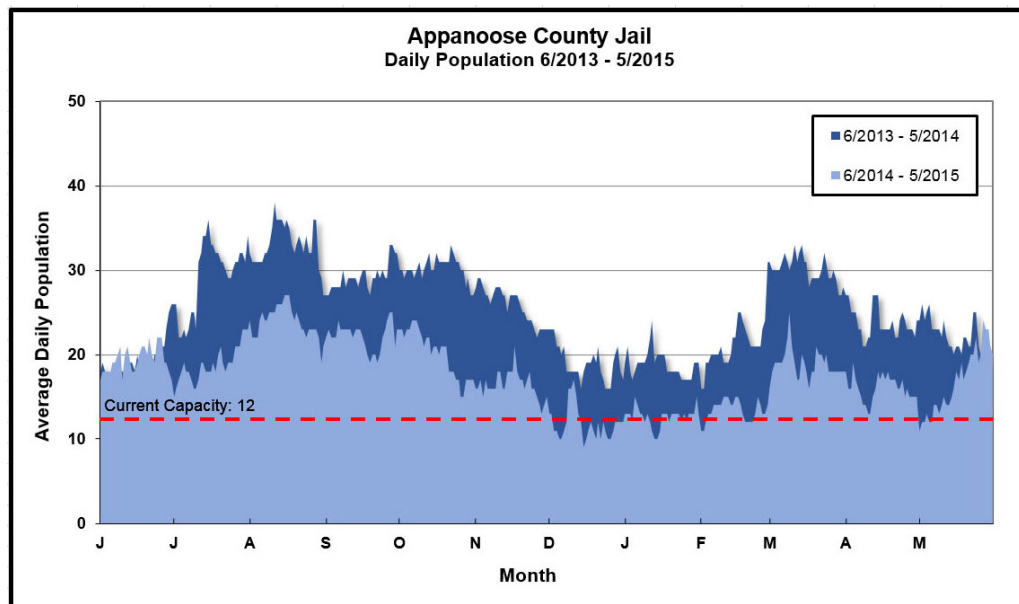


Figure 12 (Source: Appanoose County Records)

Peak Capacity Factor – 25 Highest Annual Occurrences
(Peak Daily Jail Population, In County Jail Population – June to May Year)

Rank	Peak Daily Population 2013-14	Occurrences	Peak Daily Population 2014-15	Occurrences
1	38	1	26	3
2	36	7	25	3
3	35	3	24	9
4	34	5	23	10
5	33	9		

Table 2 (Source: Appanoose County Records)

Average Peak Count (2013-2015): 29.22
Average Daily Population (2013-2015): 21.37
Peak Capacity Modifier: **1.37**

In order to account for peak daily booking and holding needs, special events, seasonal fluctuations, mass arrests, variations in numbers of probation/parole violators and generally recurring non-standard events, a peak capacity modifier will be applied to the projected ADP. The peak capacity modifier is calculated by determining the average peak count from the 25 highest peak days over each of the previous two years. The average peak count is then divided by the average daily population over the same period to determine the peak factor. In this case, a peak capacity modifier of 1.37 will be applied to the data projections (Table 2).

B. Linear Regression Method

The following figure depicts the Line of Best Fit (Figure 13), established through Linear Regression analysis of the County's annual average daily jail population (ADP). The Linear Regression method of analysis is used to establish the relationship between variables in the X and Y coordinates, in this case the relationship between ADP over time. In 2014, one-time funding was provided to the drug task force, which resulted in a large spike in arrests. Due to the one-time nature of this funding, by an external force, the 2014 yearly ADP was reduced to the average ADP between 2013 and 2015.

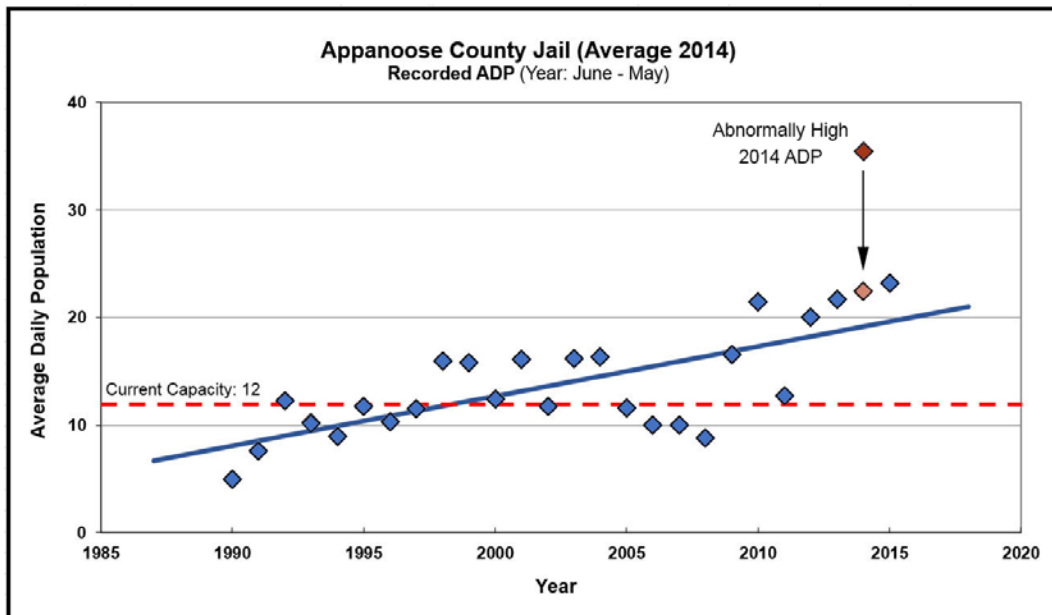


Figure 13

C. Incarceration Rate Method

The Rate of Incarceration is calculated by dividing the Jail's ADP by the County's general population and multiplying the result by 100,000. This establishes a rate of incarceration per 100,000 people living within Appanoose County. (A value per 100,000 people is a de-facto international standard which allows for comparison between areas, even though an area may not have a total population of 100,000 people) The incarceration rate for Appanoose County is calculated as follows:

2010 Appanoose County Population: 12,887 people
2010 Appanoose County Jail ADP: 21.41 prisoners

$(21.41 / 12,887) \times 100,000 = 166$ prisoners per 100,000 people
OR approximately 1 prisoner per 602 residents

- In 2010, the incarceration rate for all local jails within the U.S. was 242 per 100,000 residents. This value increased from 220 per 100,000 residents in 2000, an increase of 10% over 10 years. (In 2013 the national average incarceration rate fell to 231 prisoners, continuing a 6 year period of decrease after nearly 22 years of steady increases.)
- Since 1985, the national incarceration rate has increased by an average of 2.84% per year.

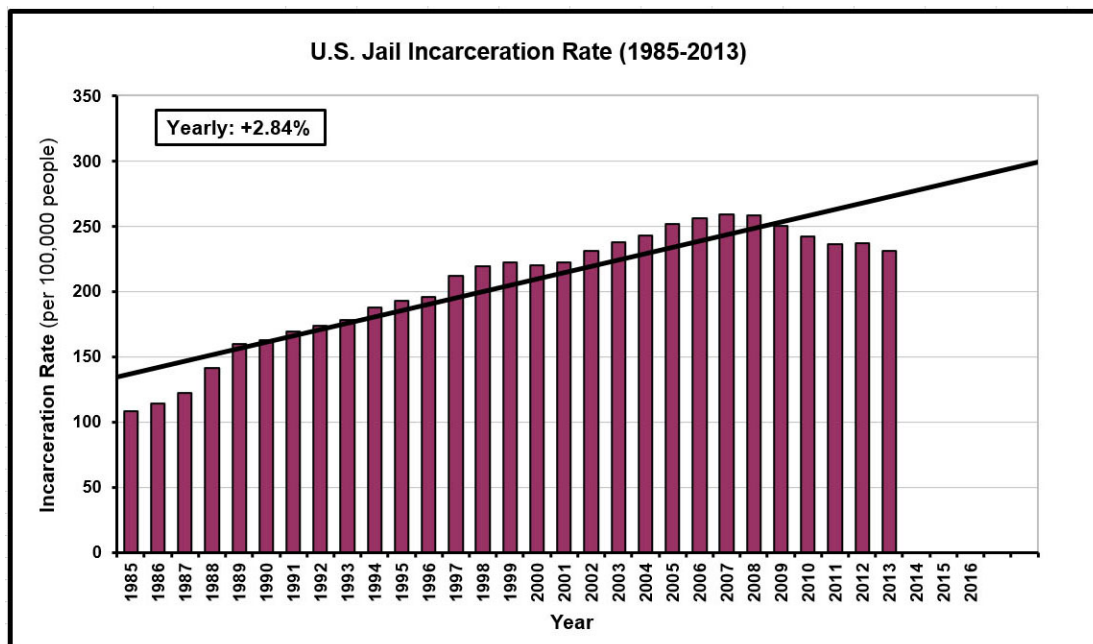


Figure 14 (Source: Bureau of Justice Statistics)

This data illustrates the historical growth in the national rate of incarceration for local jails, and how it projects into the future. Particularly, this data incorporates trends in local jails both large and small, including diverse prisoner populations, technological advances in housing and a mixture of judicial sentencing practices (*figure 14*).

D. Future Facility Needs Projection (2015 – 2045)

The beds required for the County jail to provide adequate service have been projected through 2045 using both the Linear Regression method and the Incarceration Rate method. As previously established, a peak modifier of 1.37 has been applied to the ADP projections, to arrive at the Jail Needs Capacity or Projected Bed Count.

Linear Regression Projection

The line of best fit is established through the recorded average daily population of Appanoose County Jail, from June of 1989 to May of 2015, is then used to project the future ADP through 2045. This method projects an average daily population of 29 inmates by 2035 and 33 inmates by 2045. To project the number of beds, the peak factor is applied to the projected ADP, resulting in a Peak Needs Capacity of 39 Beds by 2035 and 46 Beds by 2045 (Table 3 & Figure 15).

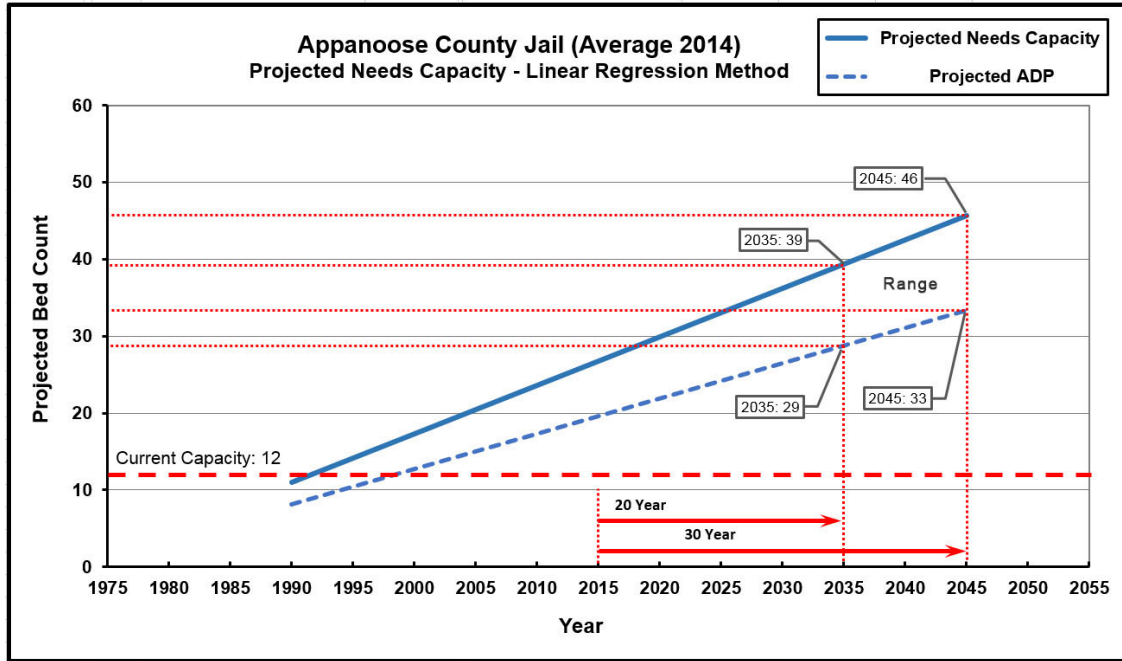


Figure 15

Appanoose County Jail Facility Needs Projection
Linear Regression Method

Year	Actual ADP	Projected ADP	Peak Factor	Projected Number of Beds
2010	21.41	17.29	1.37	23
2015	-	19.60	1.37	27
2020	-	21.90	1.37	30
2025	-	24.20	1.37	33
2030	-	26.50	1.37	36
2035	-	28.80	1.37	39
2040	-	31.11	1.37	43
2045	-	33.41	1.37	46

Table 3

Incarceration Rate Projection

To project the bed needs using the Incarceration Rate method, the 2015 Appanoose County incarceration rate of 183.26 prisoners per 100,000 people is utilized. The County incarceration rate is multiplied by the average annual national rate of change, which has increased by 2.84% per year since 1985. This method projects that 47 beds will be needed by 2035 and 55 beds to serve the County by 2045. However, it is worth noting that the Incarceration Rate Method is heavily based on projected population figures and that any future alteration to the County's job market or attributes, good or bad, can influence population levels and affect this projection (Table 4 & Figure 16).

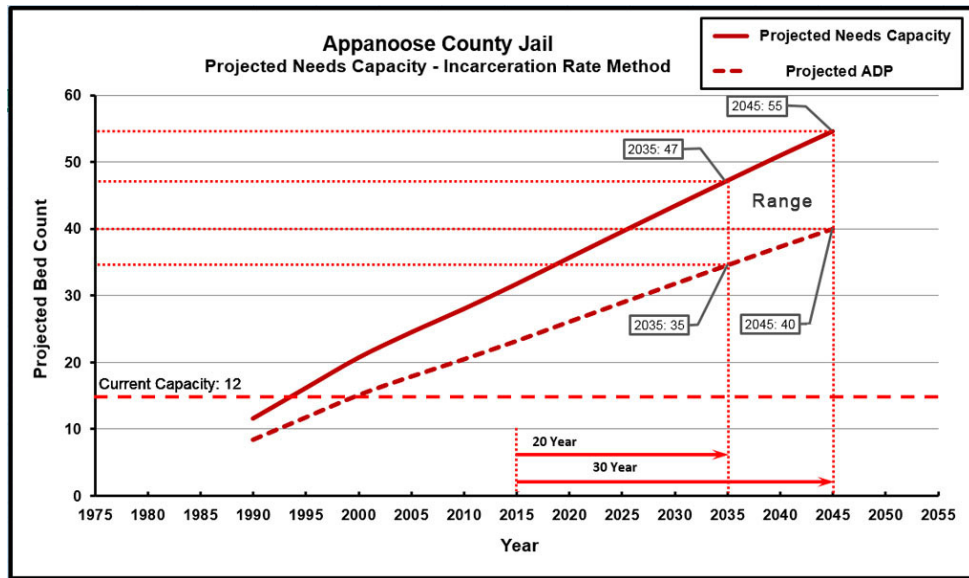


Figure 16

**Appanoose County Jail Facility Needs Projection
Incarceration Rate Method 2010-2045**

Year	Population Projection	Projected Incarceration Rate (per 100,000)	Projected ADP	Peak Capacity Modifier	Projected Number of Beds
2010	12,887*	158.94	21.41*	-	-
2015	12,668	183.26	23.22	1.37	32
2020	12,567	207.58	26.09	1.37	36
2025	12,478	231.90	28.94	1.37	40
2030	12,393	256.22	31.75	1.37	43
2035	12,310	280.54	34.53	1.37	47
2040	12,231	304.86	37.29	1.37	51
2045	12,137	329.18	39.95	1.37	55

*Appanoose County Recorded Value
Table 4

Factors Affecting Mathematical Projections

It is important to note that the preceding projections rely on a series of assumptions that, if drastically divergent, could affect future recorded values. For instance, each method relies upon the projection that County population will decrease. However, if the County were to gain population at a more drastic rate than the projected number of beds would greatly increase, if all other variables held equal. Similarly, drastic alterations in public policy would have an effect on the jail population, positive or negative. However, the preceding projections are made with a thorough understanding of current conditions and historical trends, and they represent a statistical probability. In other words, future results may indeed differ slightly from the preceding projections, but drastically divergent results are unlikely.

E. Capacity Recommendation

While both methods project an increase in the number of beds necessary for the jail to serve the community through 2045, they differed in degree. The Linear Regression method projects that the jail will need 46 beds to serve the community in 2045, while the Incarceration Rate method projects 55 beds. These projections represent total bed counts and do not account for the '80% Percent Rule-of-Thumb' which refers to the percent of jail capacity at which jails begins to lose the ability of intake additional inmates due to the inability to properly segregate inmates based on classification requirements (*Table 5*).

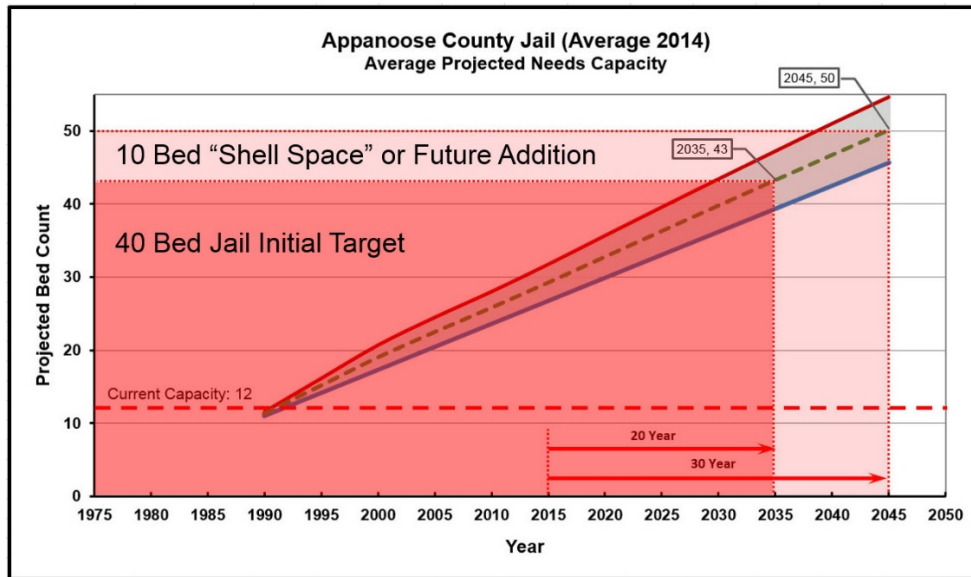


Figure 17

Year	Projected Number of Beds (Linear Regression)	Projected Number of Beds (Incarceration Rate)	Projected Average Number of Beds (Average of LR & IR)
2015	27	32	30
2020	30	36	33
2025	33	40	36
2030	36	43	40
2035	39	47	43
2040	43	51	47
2045	46	55	50

Table 5

Taking into account the projected number of beds, and the preceding recommendations, Prochaska & Associates and the Appanoose County Service Agency recommends that the county & city **build a 40 bed Law Enforcement Center** with the capability to expand by an additional 10 beds to meet future needs while extending the structure's useful life.

VIII. FACILITY PROGRAM

A. Program

The following Program defines the spaces and proposed sizes for a new 40-Bed Jail, Dispatch and accompanying Law Enforcement Offices. In addition to compliance with Chapter 201-50 of the Iowa Administrative Code as regulated and administered by the Iowa Department of Corrections, this Program represents the initial needs of the County Sheriff's Office and the Centerville Police Department for a modern jail and law enforcement center.

As the ACSA progresses with the design process, this Program will be adjusted where necessary. The proposed square footage and overall facility size will vary from these target sizes when preliminary floor plans are developed, and are heavily influenced by the shape and topography of actual sites proposed for the facility.

<i>Space Description</i>	<i>Proposed SF</i>
JAIL & DISPATCH FUNCTIONS	
Intake:	
Vehicular Sallyport	1,100
Secure Vestibule/Report Writing/Restraint Chair Storage	170
Vestibule Holding/Intoxilyzer Room	110
Booking/Booking Storage	250
Fingerprint Area/Photo and Booking Circulation	250
Staff Toilet	80
Holding Cells	
Multi-holding Cells (3)	240
Isolation Cell (2)	140
Contact Visitation/Interview Room/Video Arraignment	100
Clothing Change-out/Shower/Toilet	160
Property Storage	200
Laundry (including Jail Issue Storage)	350
General Storage/Jail Storage	300
Food Service (pending final decision on type of Food Service)	
Kitchen (full service)	800
Delivery Vestibule	80
Janitor Closet	20
Janitor Closet	20
Commissary Storage	50
Secure Vestibule	70
Medical Exam/Toilet	210
Program Services:	
Library/Multi-Purpose (includes Storage Room)	400
Exercise (enclosed) @ 15 SF/Inmate using (500 SF min)	600
Exercise Storage	30
Jail Administrator's Office	120
Master Control/Dispatch:	
Master Control/Dispatch Area (2 workstations)	230
After Hours Area (w/ pass-thru window)	80
Dispatch Supervisor's Office	120
Combined File Storage	200
Master Control Equipment/Server Room	150

Toilet	50
Secure Vestibule	48
Control Station (enclosed; includes bond money safe & restraints)	150
Jail Housing Units	
Minimum Security	
3 Cells – Dual Occupancy (6 beds)	294
Day Room	210
Minimum Security (Juvenile – sight/sound separation)	
2 Cells – Dual Occupancy (4 beds)	196
Day Room	140
Medium Security (Male)	
6 Cells - Dual Occupancy (12 beds)	588
Day Room	420
Medium Security (Female – sight/sound separation)	
2 Cells - Dual Occupancy (4 beds)	196
Day Room	140
Maximum Security (M/F swing)	
2 Cells - Single Occupancy (2 beds)	154
Day Room	100
Maximum Security (M/F swing)	
2 Cells - Single Occupancy (2 beds)	154
Day Room	100
Maximum Security (M/F swing)	
2 Cells - Single Occupancy (2 beds)	154
Day Room	100
Administrative Segregation (M/F swing)	
3 Cells (1 H.C.) - Single Occupancy (3 beds)	231
Day Room	168
Administrative Segregation (M/F swing)	
3 Cells (1 H.C.) - Single Occupancy (3 beds)	231
Day Room	168
Disabled (M/F swing)	
2 Cells (1 H.C.) - Single Occupancy (2 beds)	191
Day Room	100
Jail & Dispatch Subtotal (Net SF)	10,913
Miscellaneous (walls, utility chases, circulation @ 35%)	3,820
Jail & Dispatch Subtotal (Gross SF)	14,733

The preceding portion of the program represents the space necessary for a 40-Bed jail which meets the requirements of the Iowa Department of Corrections for a modern jail. The Iowa Jail Standards focus on improving conditions and operations in local jails to lessen the potential for successful litigation against local officials. When considered in context with the current Jail, this program underscores the inadequacies of the current facility as a modern jail and the potential liability incurred by the ACSA.

This program includes 40 prisoner beds which are gender flexible in order to accommodate fluctuations in jail population. Each category of bed segregation (minimum, medium, etc.) are separated by sight and sound, meaning that the listed male beds could hold females if necessary. Additionally, the security classification labels provided do not signify exclusive uses. For example, a maximum security cell can hold a minimum security prisoner if necessary, but a minimum security cell cannot hold a maximum security prisoner. This arrangement allows the jailor to hold a wide variety of prisoners securely, which is impossible with the current facility.

LAW ENFORCEMENT OFFICE FUNCTIONS

Public Spaces	
Entrance Lobby/Vestibule	300
Public Toilets (2 @ 60 SF ea.)	120
Video Visitation (4 stations)	100
Visitation Waiting	100
Administrative Spaces	
Reception/Administration (2 Workstations)	160
Copy/Work Room/Mail Room	150
Server Room (see Master Control Equipment)	
Sheriff's Department Offices	
Sheriff's Office	180
Chief Deputy's Office	120
Deputy Squad Room (5 stations)	350
Police Department Offices	
Chief of Police Office	180
Chief's Secretary's Office	120
Assistant Chief's Office	120
Patrol Officers Squad Room (5 stations)	350
Drug Task Force Officers (2 desks)	160
Community Service Officer (1 + 1 future)	160
Support spaces:	
Interview Rooms (3 @ 80 ea.)	240
A/V & Case Prep Room (2 stations + standing room)	100
Evidence Processing	120
Evidence Storage (w/ refrigerator)	400
Armory (w/ gun repair/cleaning bench)	120
Staff Toilets (2 @ 60 SF ea.)	120
Break Room (kitchenette/vending/2 4-top tables)	250
Male Locker Room (50 double height lockers, toilet, shower)	330
Female Locker Room (10 double height lockers, toilet, shower)	150
Conference/Training (divider wall; 60 people total, storage cabinet)	1,400
Fitness Room	250
General Storage	300
Janitor Closet	20
Law Enforcement Offices Subtotal (Net SF)	6,470
Miscellaneous (Walls, Circulation @ 32%)	2,070
Law Enforcement Subtotal (Gross SF)	8,540

The Law Enforcement Office Program above represents modern office space to meet the Police Department and Sheriff's Office's current and foreseeable future needs. This program includes administrative support spaces, many of which are shared spaces to maximize efficiency.

B. Summary

APPANOOSE COUNTY	
40-BED LEC PROGRAM SUMMARY	
JAIL & DISPATCH FUNCTIONS	
Jail & Dispatch Subtotal (Net SF)	10,913
Miscellaneous (Walls, Utility Chases, Circulation)	3,820
Jail & Dispatch Subtotal (Gross SF)	14,733
LAW ENFORCEMENT OFFICE FUNCTIONS	
Law Enforcement Offices Subtotal (Net SF)	6,470
Miscellaneous (Walls, Circulation)	2,070
Law Enforcement Offices Subtotal (Gross SF)	8,540
MISCELLANEOUS FUNCTIONS	
Mechanical/Electrical Equipment	1,500
Electrical Room	150
Miscellaneous Subtotal	1,650
TOTAL PROJECT (gross square footage)	24,923

A modern 40-Bed Jail, Dispatch and Law Enforcement Center serving the needs of the Appanoose County Service Agency would encompass an estimated 24,933 square feet. Again, this Program is intended to be used as a baseline during the Phase 2 Preliminary Planning and ensuing design stages and modified as necessary as the design progresses.

C. Staffing Projections

Currently, the jail staff consists of 11 full-time personnel and 1 part-time personnel (*Table 6*). The Corrections Officers currently work a monthly-rotating shift schedule in order to total 80 hours for a two-week period. The resulting coverage, between the corrections officers combined with other staff is effectively two Corrections Officers on staff at all times, with one additional Corrections Officer on staff during times of peak demand, for transportation of inmates and as a more flexible position. Based on an hourly average, the current Corrections Officer Staff are scheduled to provide an Officer to Inmate staffing ratio of 1:8, based on the 12 bed capacity. If using the total average inmate population of Appanoose County, of 23.21 for 2015, the ratio becomes more efficient, at 1:16 (though 50% of the County's inmate population are currently housed out-of-county). This can demonstrate a common trend found among jails with growing inmate population. Typically, as a jail inmate population grows out of the single-digit ADP count, jails begin to gain a more efficient ratio of 1:15 to 1:20.

ACSA Law Center (12 Bed)
Current Jail and Dispatch Staff

Existing Jail Staff Position	Count
C.O. / Jail Administrator	1
Correction Officers (Full Time)	5
Dispatch Supervisor	1
Dispatchers	4
Dispatcher (Part-Time)	1
TOTAL	12

Table 6

The current facility has a corrections staffing ratio of 1:8, with a maximum facility capacity of 12 beds. The associated inefficiency is due to small facility size (typical) and the large demand to transport inmates to other facilities (not typical), which could be over 100 miles away. Modern jail facilities should be designed to make better use of existing staff and could immediately provide a more efficient officer staffing ratio (1:16), without having to initially hire more corrections officers, by providing enough beds to house all of Appanoose County's inmates and allow the staffing ratio to shift from 1:8 to 1:16. Currently, the existing facility causes a number of issues for staff, which include the following: lack of beds which forces the staff to transport 50% of inmates out of county, inability to directly monitor inmates which requires officers to 'make rounds', no electronic master control requires an additional officer to video monitor inmates while another officer must physically unlock/lock cells and escort inmates. Issues like these absorb time and require additional staff to overcome the shortcomings of the existing jail facility.

With a modern jail facility, Dispatch Staff would be assigned to Master Control/Dispatch at all times with one Corrections Officer (C.O.) being located at the Central Control Station, with another C.O. in Booking which would serve as a more flexible position within the jail. For maximum scheduling flexibility, Corrections Officers should be trained to perform multiple duties. Based upon a 40 Bed Needs Capacity Recommendation and the current a staffing ratio of 1:16, Staffing for a 40 Bed Jail (at maximum capacity, for year 2035), are projected as follows (*Table 7*).

**Appanoose County Jail Staff Projections
2035 – 40 Bed Jail**

Projected Jail Staff Position	Count
Jail Administrator	1
Correctional Officers (Open Control, Booking, Roving, Mid-Shift)	8
Dispatch Supervisor	1
Dispatch / Master Control (Planned Full-Time Addition)	5
Cook (Pending Cost Analysis)	-
TOTAL	15

Table 7

It is anticipated that a modern 40-Bed Jail Facility will require an addition of 3 Correctional Officers (by year 2035) and training for existing staff to acclimate to new and/or additional responsibilities. Also, this would maintain the existing Correction Officer schedule and provide sufficient coverage as the Jail Facility advances towards a projected needs capacity of 50 bed, by 2045.

D. Projected Staffing Impact on Annual Operating Expenses

The anticipated impact to the county's operating budget by staffing a 40-Bed Jail Facility, in 2035, is outlined below (*Table 8*). The addition of 3 Corrections Officers can be expected to increase the annual operating budget by approximately \$132,088. This projected budget impact is based upon maintaining the existing staffing ratio 1:16 with the staffing cost projections developed by applying 2015 jail staff salary levels. The projected increase is calculated in 2015 dollars for direct comparison with the most recent county budget.

**Appanoose County Jail (40-Bed)
Annual Staffing Budget Projections**

Projected Staff Position	Projected Staff	New Staff	Budget Increase
Jail Administrator	1	-	-
Correctional Officers	8	+3	\$132,088
Dispatch Supervisor	1	-	-
Dispatch / Master Control	5	-	-
Cook (Pending Cost Analysis)	-	-	-
TOTAL	15	+3	\$132,088

Table 8

IOWA DEPARTMENT OF CORRECTIONS

JAIL INSPECTION REPORT

of the
Appanoose
County Jail

Address:(Street) 1125 West Van Buren

(City) Centerville

(zip) 52544

Date: June 18, 2015

Sheriff: Gary Anderson

Phone: 641-437-7104

Jail Administrator: Mitch Cairns

Phone: 641-437-7106

Jail Inspector: Delbert Longley

Phone: 515-725-5731

Chairperson-Supervisor: Jodi McDaniel

Phone: 641-437-5512

Inspections are based upon information provided by the temporary holding facility staff and the personal observation of the jail inspector. The below signed agrees that the statements made to the jail inspector are true to the best of his/her knowledge.

Signature _____

Title _____

Variances issued:

Standard	Date	Time Frame

Use of Verification Code

Numbers and Lettering

Verification numbers and letters will be used to indicate two facts regarding the inspection process. The ***number*** will designate either compliance or noncompliance. The ***letter*** corresponds to the way in which the numbered response was selected.

Code:

1. Compliance

- a. Policy statement reviewed
- b. Observed
- c. Verbal assurance of practice
- d. Documentation reviewed
- e. Documentation verbally assured
- f. Measure
- g. Detainee rules

2. Non-compliance

50.2 (5) Equal Opportunity 1a

50.2 (6) Nondiscriminatory treatment..... 1a

50.4 (2) Physical Plant inspection(s) needed:

50.4 (3) Heating and ventilation

- a) Reasonable heated and ventilated..... 1ab
 b) Fresh air supply..... 1ab
 c) Fans/Cold liquids available over 85°..... 1a

50.4 (4) Maximum-security cells

- a) Tamper resistant bunks..... 1b
 b) Table/seat 1b
 c) Toilet/wash basin 1b
 d) Adequate hot and cold water supply..... Com

50.4 (5) Lighting

- a) Housing areas - 20 ft. candlepower 1b
 b) Exits-Independent lighting source..... 1b

50.4 (6) Screens NA

50.4 (7) Electrical Facilities

- a) No drop cords 1b
 b) Emergency power 1b
 c) Test log of emergency power 1d

50.4 (8) Storage

- a) Storage in detention area 1ab
 b) Inmate storage secure identified-recepted 1ad
 c) Janitor supplies storage 1ab
 d) Chemical storage 1ab

50.4 (9) Mirrors tamper resistant 1b

50.4 (10) Firearm locker 1b

50.4 (11) Noise level

Policy and Prisoners advised 1ag

50.9 (2) Fire Inspection-Date: 4/3/14

- a) State ☒ b) Local ☐ c) Approved ☒ 1d

50.9 (3) Emergency Evacuation

- Evacuation plan 1a
 Evacuation routes posted 1b
 Annual fire drill training documented, Date: 5/15 1d

50.9 (4) Release of prisoners

- a) Prompt release in emergency 1a
 b) Two full sets of jail keys 1e

50.9 (5) Fire extinguishers, Date: 10/14 1d

50.9 (6) Emergency lighting

Corridors, passages, exits 1b

50.9 (7) Required exits	
Two exits each floor/exits clear/keys available	<u>1b</u>
50.9 (8) Fire alarms tested and documented as required	
Prisoner inaccessible	<u>1b</u>
Battery type tested monthly	<u>1d</u>
Electronic type tested yearly, Date	<u>NA</u>
50.9 (9) No heating appliances along path of exit	<u>1b</u>
50.9 (10) Doors to swing with traffic	<u>1b</u>
50.9 (11) Pillows and mattresses approved	<u>1b</u>
50.9 (12) Sprinkler Heads, inaccessible, suicide resistant	<u>NA</u>
50.10 (1) Requirements for employment	<u>1a</u>
50.10 (2) Minimum standard for retention	<u>1a</u>
50.10 (3) Conflict of interest policy	<u>1a</u>
Business transactions with prisoners	<u>1a</u>
50.11 (1) Training	
a) Staff knowledgeable of jail standards	<u>1a</u>
b) Staff knowledgeable of policy/procedures manual	<u>1a</u>
c) Employee orientation regarding inmate rights	<u>1a</u>
d) Weapons training if used in jail	<u>1a</u>
e) Administrative log of training.....	<u>1a</u>
f) Fire equipment training documented, Date: <u>5/15</u>	<u>1ad</u>
g) Medication management	<u>1a</u>
50.11 (2), 50.11 (3) Basic Training	
1) First aid certified, Date <u>8/16</u>	<u>1ad</u>
2) CPR certified, Date <u>8/16</u>	<u>1ad</u>
3) 40 hour basic	<u>1ad</u>
4) 20 hour recertification, Date <u>9/14</u>	<u>1ad</u>
50.12 Standard operating procedures manual	<u>1b</u>
50.13 (1) Admission/Classification	
a) Appropriate order/confinement and release	<u>1ad</u>
b) Inmate architectural separation	
1) Juveniles (Ia. Code 356.3)	<u>1ab</u>
2) Males/females (Iowa Code 356.4)	<u>1ab</u>
c) Separation when possible	
1) Felons/misdemeanants	<u>1ab</u>
2) Pretrial/sentenced	<u>1ab</u>
3) Witnesses	<u>1ab</u>
d) Physical separation required	
1) Violent prisoners	<u>1ab</u>
2) Prisoners who may be a health risk	<u>1ab</u>
3) Sexual deviant prisoners	<u>1ab</u>
4) Prisoners likely to be exploited or victimized	<u>1ab</u>
e) Juveniles (Iowa Code 232.22)	
1) Fourteen (14) years or older	<u>1a</u>
2) Committed listed crime	<u>1a</u>
3) Six (6) hours/less	<u>1a</u>
4) Court order over six (6) hours	<u>1a</u>
f) Suicide prevention	
Booking personnel trained	<u>1d</u>
Documentation of suicidal determination	<u>1d</u>
g) Housing for prisoners with disabilities	<u>1a</u>
h) Veterans notification.....	<u>1a</u>

50.13 (2) Security and Control Procedures

- a) Supervision of prisoners
 - 1) Staff on premises at all times 1bd
 - Emergency calling device 1b
 - Emergency response staff available in reasonable time 1ab
 - 2) Supervision - documented 1ad
 - Hourly checks 1a
 - 30 minute checks 1b
 - CCTV/audio clear-distinct 1b
 - Observation, showers and restrooms optional 1a
 - 3) •Entering housing of opposite sex 1bd
 - 4) Female staff on duty 1a
 - 5) •Required observation of juveniles 1a
- b) Prohibited weapons 1a
- c) Prisoner searches (IC 804.30)(Strip search) 1a
- 1) Prisoners/property, upon entry/leaving 1a
- 2) All persons entering the jail searched 1d
- 3) Search notice posted 1a
- 4) Prisoner rules contain items permitted 1a
- 5) Cell search policy 1a
- d) Key control policy 1a
- e) Facility security policy
 - 1) All areas clear of viewing obstructions 1a
 - 2) Security inspection of equipment/fixtures 1a
 - 3) Policy on prisoner movement 1a
 - 4) Policy on incidents that threaten security 1a
 - Riots/Disturbances 1a
 - Hunger strikes 1a
 - Hostage situations 1a
 - Escape attempts 1a
 - Medical emergencies 1a
 - Natural disasters 1a
 - Staff shortage 1a
 - Bomb Threats 1a
- f) Policy and documentation on the use of restraints 1a

50.14 (1) Housekeeping

- a) Jail clean and sanitary 1ab
- 1) Cleaning equipment provided 1a
- 2) Jail to be maintained pest free 1ab
- Dept of Ag approved, Name BugPro 12/15 1d
- b) Sharps/hazardous material container 1ab

50.14 (2) Clothing, bedding and hygiene items

- Items provided after 24 hours: bedding-linen 1ag
- a) Toilet articles 1a
- b) Clothing issued 1a
- c) Clothing provided after 24 hours 1a
- d) Laundry schedule weekly 1a

50.14 (3) Personal hygiene

- a) Prisoners maintain personal cleanliness 1ag
- b) Shower/bath (if held over 24 hours) 1ag
- c) Hair sanitation 1ag
- d) Hair procedures 1ag
- e) Sharing razor/toothbrush prohibited 1a

50.15 Written medical services procedures 1a**50.15 (1) Medical resources designated 1e****50.15 (3) Prisoners not involved in medical delivery 1ag****50.15 (4) First aid kit-approved 1b**

50.15 (5) Prisoners affected by chemical agents to be offered appropriate treatment.....	1a
50.15 (6) Prisoner Admission	
a) Injured prisoner examined before admission	1a
b) Suspected communicable disease inmate isolated	1a
c) Medical history form	1ad
•Suicide screening at intake	1ad
•Written suicide prevention plan	1a
•Annual suicide prevention training Date:9/14	1d
d) Mentally ill admissions policy and procedures	1a
e) Prisoner informed how to obtain medical attention	1g
50.15 (7) Medication procedures	
a) Written policy/procedure on providing medication	1a
b) Medication inventory and storage	1a
c) Provided medication documented	1ad
d) Prescription followed	1ad
50.15 (8) Medical records maintained	1ad
50.15 (9) Medication storage	
a) Medication stored at proper temperature	1ab
b) Medication not administered beyond expiration date	1ab
c) Documented drug destruction-witness included	1a
d) Policies and procedures direct return of drugs to pharmacy/documentation of disposal	1a
50.16 Food service	
a) Meal provided if detained over meal period	1a
b) Three meals for each 24 hours served at reasonable intervals; at least one (1) hot meal. Hot meals hot, cold meals cold	1a
c) Meal served at approximately same time daily	1a
d) Food service documentation/Date: 6/15	1ad
e) Medical diets prescribed approved	1a
f) Religious diets approved	1a
g) Food not used as punishment	1a
h) Outside providers inspected	1d
i) Food transferred under sanitary conditions	1a
50.17 In-house food service	
Health inspection-date: 2/15	
a) Food preparation areas clean/sanitary	1a
b) Food storage	1a
c) Food service equipment sanitized after use	NA
d) Staff to serve or supervise food service	1e
50.18 (1) Exercise	
a) Two/one hour sessions per week/documented	1ag
b) Exercise restriction	1a
c) Exercise area	1b
d) Suspension of outdoor exercise/appropriate clothing	1a
50.18 (2) Religious opportunities	1ag
50.18 (3) Reading material available/policy	1ag
50.18(4) Activities available for disabled	1a
50.19 (1) Prisoner mail	
a) Writing materials provided	1a
b) Prisoners (without funds) provided postage to communicate with court plus two letters per week for personal communication.....	1a
c) Opening of general correspondence	1a
d) Privileged communications not opened outside presence of prisoner	1a

1) Attorney	1a
2) Judge	1a
3) Governor	1a
4) Citizen's Aid Office	1a
5) State/Federal Legislature	1a
e) Mail distribution policy/documentation	1b
50.19 (2) Telephone	
a) Telephone calls upon arrest (804.20)	1ag
b) Prisoner telephone policy	1ag
50.19 (3) Visitation/Attorney	1a
Visitation/Minister	1a
50.19 (4) General visitation	
a) Normal status visitation	1a
b) Rules	1ag
c) Registration	1a
d) Denial	1a
50.19(5) Non-US citizen notification policy	1a
50.20 Access to the courts	
a) Postage provided to indigent prisoners	1ag
b) Access to law library material or be represented by counsel in civil actions	1ag
c) Prisoner copy arrangements	1ag
d) Writing supplies available	1ag
e) Prisoner notified of facility procedures regarding access to courts	1g
50.21 Discipline and grievance procedures	
a) No prisoner authority over another prisoner	1ag
b) Use of physical force	1ag
c) Information provided prisoners:	
1) Facility rules	1g
2) Available services	1g
3) Grievances procedures	1g
d) Due process procedures:	
1) Written notice charges and hearing	1g
2) Description of hearing process	1g
Procedures required:	
1) Resolving minor infractions	1a
2) Referring criminal violations	1ag
3) Staff prepares a disciplinary report	1ag
4) Impartial investigation of the incident	1a
5) Pre-hearing detention	1ag
6) Written notice to prisoner 24 hrs prior to hearing	1a
7) Prisoner allowed to be present	1ag
8) Hearing conducted within 7 days of violation	1ag
9) Postponement procedure and documentation	1a
10) Impartial hearing/ record maintained for 2 years	1a
11) Prisoner allowed to make statement, present evidence	1a
12) Denial is documented	1a
13) Staff member assist at hearing if requested/needed	1ag
14) Decisions based on information obtained at hearing	1a
15) Written decision and reasons given to prisoner/placed in prisoners file.	1ag
16) Jail Administrator reviews dispositions	1a
17) Explanation of appeal process with time frames.....	1ag
18) Clothing, bedding, or hygienic supplies may be with held only for prisoner self-protection	1a
50.22 Records	
1) Jail calendar (356.6)	1ad
2) Visitor registration as required by 50.19(4) c	1ad
3) Persons performing facility inspections	
a) Fire Marshal or designee	b)
c)	1ad
4) Medical intake screening as required by 50.15(6)c	1ad

5) Medical care as required by:	
50.15(7)c medication	<u>1a</u>
50.15(8) med records	<u>1ad</u>
50.16(5) med diet	<u>1a</u>
6) Separate injury file or log(5 yrs.)	<u>1a</u>
7) Disciplinary records required by 50.21	<u>1a</u>
8) Property receipt as required by 50.3(2)e	<u>1ad</u>
9) Menu records	<u>1ad</u>
10) Fire and disaster plans & Required fire drills	<u>1ad</u>
11) Records of staff training	<u>1ad</u>
12) Disposition of medication required by 50.15(9)c	<u>1a</u>
13) Documentation of supervisory checks as required by: 50.13(2)a3 & 50.13(2)a4	<u>1ad</u>
14) Incident reports	
a) Use of force as require by 50.21(2)	<u>1a</u>
b) Suicide/suicide attempts/self injury	<u>1a</u>
c) Inmate/inmate or Inmate/staff assaults	<u>1a</u>
d) Escapes/Fires/unusual incidents	<u>1a</u>
e) Jail inspector notified within 24 hours	<u>1a</u>
15) Exercise documentation	<u>1ad</u>
50.24 Non-secure holds for juveniles (Policy)	<u>1a</u>

50.25 Direct supervision jails.

2)a. Central control staff	<u>NA</u>
2)b. Direct supervision staff	<u>NA</u>
2)c. Backup for supervision staff	<u>NA</u>
7) Staff training documented	<u>NA</u>
8) Classification system procedures	<u>NA</u>
13) Policy and procedures	<u>NA</u>

JAIL CAPACITY:

General Population	<u>9</u>
Temporary Holding	<u>3</u>
TOTAL	<u>12</u>

TODAY:

General Population	<u>10</u>
Temporary Holding	<u>1</u>
TOTAL	<u>11</u>

Juveniles	<u>0</u>
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COMMENTS AND RECOMMENDATIONS

Facility Name: Appanoose County Jail Date: June 18, 2015

Appanoose County Jail is an older facility that does not meet current needs of the public, staff, or prisoners.

Appanoose County Jail is clean, well-maintained facility considering its age and is well-managed.

50.4 Water supply is weak in the main cellblock.

Appanoose County should continue there current pratice of housing prisoners in other facilities when they do not have room due to capacity regulations.

I wish to express my appreciation to Jail Administrator Mitch Cairns, Jailer Tony Caraccio and the entire staff of the Appanoose County Sheriff's Office for their assistance and cooperation during the inspection.

50.5 Existing Facilities (prior to 07/84)

50.6(1) Forty (40) square feet for single cell used less than 16 hours	1b
50.6(2) Single cells – fifty (50) square feet floor space for inmates held more than 16 hours	1b
50.6(3) Multiple Occupancy Cells - Forty (40) square feet floor space for first inmate, 20 square feet for each additional held less than 16 hours	1b
50.6(4) Multiple occupancy cells - Fifty (50) square feet for first inmate. Thirty square feet additional space per inmate in multiple occupancy cells held over 16 hours	1b
50.6(5) Designed capacity not exceeded	1b
50.6(6) Dormitory - Sixty (60) square feet for each inmate	1b
50.6(7) a) Seven (7) feet of ceiling height	1b
b) Bunk of adequate size	1b
c) Access to functional toilet	1b
d) Access to lavatory	1b
e) Sufficient tables and seats for rated capacity	1b
f) Functional shower	1b
50.6(8) Thirty (30) square feet for dayroom facilities; fifteen (15) square feet for each additional inmate	1b

50.6 New Construction (after 07/84)

a) seventy (70) square feet for each single cell	NA
b) fifty (50) square feet for each additional inmate	NA
c) designed capacity not exceeded	NA
d) sixty (60) square feet for each inmate in a dormitory unit	NA

50.7(2) Non-Maximum

a) seven (7) feet of ceiling height	NA
b) adequate size bunk and seats for capacity of each unit	NA
c) Desks/tables-chairs/seats to accommodate capacity	NA
d) Dayroom – thirty (30) square feet for first inmate. Fifteen (15) for each additional inmate	NA
e) Functional shower	NA
f) Lavatory for each 9 inmates	NA
g) Toilet for each 9 inmates	NA

50.7(3) Maximum Security type toilet/lavatory NA

50.7(4) Holding area – twenty (20) square feet per inmate not to exceed eight inmates NA

50.7(5) Natural lighting when practical NA

50.7(6) Ability to segregate according to law NA

50.7(7) No unit is to exceed rated capacity NA

50.7 New Construction (after 09/01)

50.8 (1) Single cell 70 sq. ft.	NA
Multiple occupancy 35 unencumbered sq. ft. per inmate	NA
Dormitory 60 sq. ft. per inmate	NA

50.8 (2) a) Seven(7) feet of ceiling height	NA
b) Adequate size bunk for each inmate	NA
c) Desks/tables-chairs/seats for each inmate	NA
d) Dayroom of 30 square feet for first inmate, 15 sq. ft for each additional inmate	NA
e) Shower for each group of 12 inmates	NA
f) Lavatory for each group of 9 inmates	NA
g) Toilet for each group of (9) inmates	NA

50.8 (3) Toilet/lavatory accessible at all times NA

50.8 (4) Holding cells – twenty (20) square feet per inmate, not to exceed eight (8) inmates NA

50.8 (5) Adequate exercise area. Minimum fifteen (15) square feet per inmate expected to use NA

50.8 (6) Natural lighting where practical	NA
50.8 (7) Segregation according to law/regulations	NA
50.8 (8) No unit to exceed rated capacity.....	NA
50.8 New Construction (after 12/28/05)	
Single cell 35 sq. ft. unencumbered	NA
Single cell more than 10 hrs. per day 70 sq. ft.	NA
Multiple occupancy, 25 sq. ft. unencumbered per occupant	NA
Multiple occupancy, More than 10 hrs. per day 35 sq. ft unencumbered per occupant	NA
Dormitory cell 35 sq. ft unencumbered per occupant	NA
Housing units provide:	
a) seven (7) ft. of ceiling height	NA
b) bunk for each occupant 12 in. off floor	NA
c) Desk/table/seats/chairs for each occupant	NA
d) Dayroom 35 sq. ft. unencumbered per occupant. No less than 100 sq. ft. exclusive of showers and toilets. Seating and writing surfaces. (Dormitories excluded.)	NA
e) Shower for each 12 occupants	NA
f) Lavatory for each 9 occupants	NA
g) Toilet for each 9 occupants.(Urinals may be substituted for 1/3 of toilets in male housing	NA
Maximum security -Has security type fixtures	NA
Holding cells -20 sq. ft. of floor space. Place for setting. Maximum capacity of 8 prisoners	NA
Special needs cells -40 sq. ft. floor space	NA
Exercise area -15 sq. ft. per person using the area. Not less than 500 sq. ft.	NA
Natural Lighting	NA
Ability to segregate according to existing laws	NA
Capacity is not exceeded	NA
All door swing with exit traffic	NA
Recreation area ceiling height 18ft. (New and renovations as of July 1, 2008 and after)	NA
Does the jail utilize direct supervision	NA

Above requirements verified by measurement previously and there have been no significant changes. ☒

IOWA DEPARTMENT OF CORRECTIONS - JUVENILE DETENTION MONITORING REPORT

Facility Name: Appanoose County Jail Date: June 18, 2015

Administrator: Mitch Cairns Phone: 641-437-7106

A. ☒ This facility can adequately separate juvenile prisoners from adult prisoners when both are held in custody by placing only juveniles in cells, (**identified in the statement of facts**), which are separated from other cells or areas by solid doors and walls or are of sufficient distance to prohibit all but haphazard/incidental conversational and visual contact with adult prisoners or juveniles are under staff supervision. Pursuant to I.C. 356 and IAC 201-50.13, or IAC 201-51.11 this facility is found to be in substantial compliance with the above codes and is therefore certified to hold juveniles waived to the adult court.

B. ☐ This facility is not in compliance with I.C. 356 and IAC 201-50.13 and therefore may not hold juveniles.

Note to what extent separation of juvenile and adult offenders exists in the areas listed below.

	1	2	3	4	5	6 Y or N (Comments)
Intake	X					
Housing					X	
Dining					X	
Recreation					X	
Education					X	
Vocation/Work					X	
Visiting					X	
Transportation	X					
Medical/Dental	X					
Designated Non-secure Hold Area						Office

Use the following code in describing the extent of separation:

1. Adult prisoners and juveniles can have physical contact with each other (no separation).
2. Adult prisoners and juveniles can see or hear each other (physical separation).
3. Conversation is possible although they cannot see each other (sight separation).
4. Adult prisoners and juveniles can see each other but no conversation is possible (sound separation).
5. Adult prisoners and juveniles cannot see or talk to each other (sight and sound separation).
6. Policy and procedures ensure compliance with the above code sections. (Yes or No) (Comment)

STATEMENT OF FACTS

Appanoose County Jail can house juveniles by utilizing and entire cellblock area.

Delbert G. Longley, Jail Inspector

INSPECTION CHECK LIST

Date	Time	Jailer	Today's Count
	OK	N/A	Comment
Search Notice	<input type="checkbox"/>	<input type="checkbox"/>	
Firearms Locker	<input type="checkbox"/>	<input type="checkbox"/>	
First Aid Kits	<input type="checkbox"/>	<input type="checkbox"/>	
Sharps Box	<input type="checkbox"/>	<input type="checkbox"/>	
Hazard Waste Container	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Extinguishers	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Smoke Alarms	<input type="checkbox"/>	<input type="checkbox"/>	
Staff Schedule	<input type="checkbox"/>	<input type="checkbox"/>	
Sprinklers	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Exits/Posted	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Lighting	<input type="checkbox"/>	<input type="checkbox"/>	
Generator Log	<input type="checkbox"/>	<input type="checkbox"/>	
Tables/Chairs	<input type="checkbox"/>	<input type="checkbox"/>	
Bunks	<input type="checkbox"/>	<input type="checkbox"/>	
Mattresses	<input type="checkbox"/>	<input type="checkbox"/>	
Call Box	<input type="checkbox"/>	<input type="checkbox"/>	
Heating/Cooling	<input type="checkbox"/>	<input type="checkbox"/>	
Cell Size	<input type="checkbox"/>	<input type="checkbox"/>	
Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	
Inmate Storage	<input type="checkbox"/>	<input type="checkbox"/>	
Chemical Storage	<input type="checkbox"/>	<input type="checkbox"/>	
Monitor/Audio Quality	<input type="checkbox"/>	<input type="checkbox"/>	
Exercise Area/Log	<input type="checkbox"/>	<input type="checkbox"/>	
Visitation Area/Log	<input type="checkbox"/>	<input type="checkbox"/>	
Food Preparation	<input type="checkbox"/>	<input type="checkbox"/>	
Menu/Dietitian	<input type="checkbox"/>	<input type="checkbox"/>	
Medication Storage	<input type="checkbox"/>	<input type="checkbox"/>	
Medication Log	<input type="checkbox"/>	<input type="checkbox"/>	
Females – Sight/Sound	<input type="checkbox"/>	<input type="checkbox"/>	
Juveniles – Sight/Sound	<input type="checkbox"/>	<input type="checkbox"/>	
Intake Documents	<input type="checkbox"/>	<input type="checkbox"/>	
Training	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Inspection	<input type="checkbox"/>	<input type="checkbox"/>	
Keys	<input type="checkbox"/>	<input type="checkbox"/>	
Comments: _____			
Hourly Check Log: _____			
Housekeeping: _____			
Hygiene Supplies: _____			

Appanoose County Jail Inspection Information

Sheriff: Gary Anderson
Address: 1125 W. Van Buren
Centerville, Iowa 52544
Phone: 641-437-7104
Email: sheriff@sirisonline.com

Jail Administrator: Mitch Cairns
Address: 1125 W. Van Buren
Centerville, Iowa 52544
Phone: 641-437-7106
Email: mcairns@appanoosecountysheriff.org

Jail address: _____

Chairperson BOS: Jodi McDaniel

Phone: 641-437-5512
Email: supervisors@appanoosecounty.net

County Attorney: Susan Daniels
Address: _____

Phone: 641-437-7178
Email: susan.daniels@iowaprosecutors.org

Type of jail staff: _____ Jailer/Dispatchers
Place number of _____ Combination Civilian/Deputy
each type of staff _____ Fulltime Deputy
on the line 6 _____ Fulltime Civilian
_____ Part time Civilian
_____ Part time Deputy

Staff Schedules:	<u>0700-1500</u>	Number of staff:	<u>2</u>
Place shift hours on the lines	<u>1500-2300</u>	Enter number of staff	<u>1</u>
	<u>2300-0700</u>	working on each shift	<u>1</u>
	_____		_____
	_____		_____

Date facility constructed 1974
Renovation dates: _____

Permanent beds or general population capacity: 9
Temporary holding cells: 3
Total capacity: 12

The jail charges a daily rate of: \$50 Room/Board fees from sentenced prisoners.
\$20% net Work accommodated fees from sentenced prisoners. \$50 Other Counties.



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF CORRECTIONS
JERRY W. BARTRUFF, DIRECTOR

July 6, 2015

Jody McDanel, Chairperson
Appanoose County Supervisors
Appanoose County Courthouse
Centerville, Iowa 52544

Re: Appanoose County Jail Inspection

Dear Chairperson McDanel,

The Appanoose County Jail was inspected on June 18, 2015 by the Iowa Department of Corrections, as required by Iowa Code Section 356, to ensure compliance with Chapter 201-50 of the Iowa Administrative Code. The inspection included an examination of staff training records, required documentation, prisoner files, jail policy and procedures and a tour of the jail. Please note the following administrative code sections, comments and recommendations for corrective action:

IAC 201—50.4(356,356A) Physical plant—general.

50.4(4) Cells. Maximum security cells shall be equipped with tamper-resistant bunks, secured table(s) and seat(s), plus a toilet and washbasin recommended for jail or prison use. Cells shall have an adequate supply of both hot and cold water; mixing valves may be used. Housing areas of less secure design need not contain tamper-resistant fixtures.

Comment: During the inspection, water pressure was found to be weak in the main cellblock area.

Corrective action: Please ensure there is adequate water pressure at all sinks throughout the jail.

Additional comments:

The jail staff is doing a good job in a facility that does not meet current needs. There have been many times when the jail is housing more prisoners than the current rated capacity. Staff is to be commended for taking action to relieve the over-population issue by housing prisoners in other counties. However, there are times when more prisoners are arrested than the available bed space. It is these times when over-population is a concern. Staff is encouraged to continue moving prisoners as needed.

The mission of the Iowa Department of Corrections is:
To advance successful offender reentry to protect the public, staff and offenders from victimization.

(Office) 515-725-5701 - 510 East 12th Street, Des Moines, Iowa 50319 - (FAX) 515-725-5799

www.doc.state.ia.us

Females and some males are moved out of their cells and down the hall for visitation. Please ensure adequate staff is available to maintain security during the times when a prisoner is out of the cell.

Documentation was readily available and complete for inspection.

I wish to thank Jail Administrator Mitch Cairns and Jailer Tony Caraccio for their cooperation and assistance during the inspection.

Sincerely,
Delbert G. Longley
Chief Jail Inspector

cc: Sheriff
County Attorney
File