



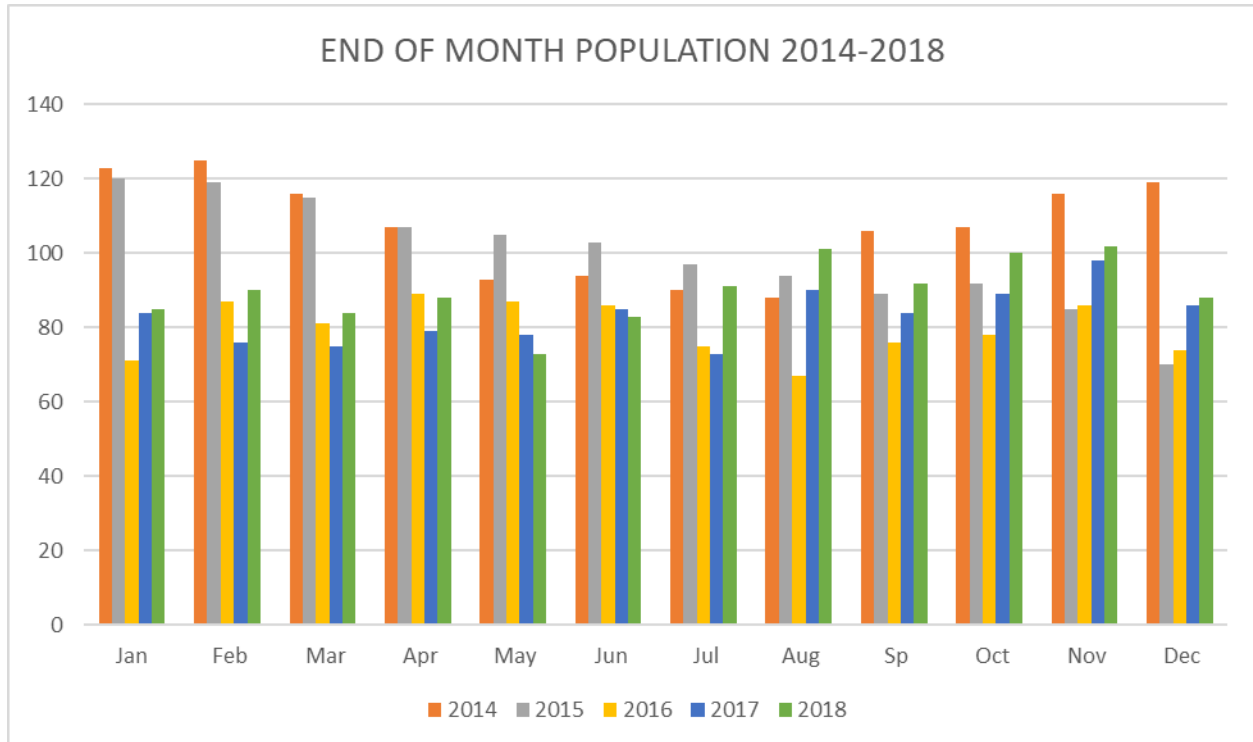
**Steuben County Sheriff's Office
Jail Division
2018 Annual Report**

Rodney L. Robinson, Sheriff

Prepared by Jail Commander: Captain Jason Hufnagle

BED SPACE/POPULATION

The Steuben County Jail was built in 1992, and originally designed to house 130 inmates. It has since been renovated to accommodate new total bed space for 178 inmates. On January 1, 2018 there were 88 inmates housed in the jail. On December 31, 2018 there were 80 inmates housed in the jail. **The Average Daily Population (ADP) for 2018 was 88 inmates. The Average Length of Stay (ALOS) for inmates in the Steuben County Jail in 2018 was 20 days and 11 hours.** The “End of the Month” jail counts for 2014 through 2018 comparison are highlighted in the chart below:



BOOKING STATISTICS/INFORMATION

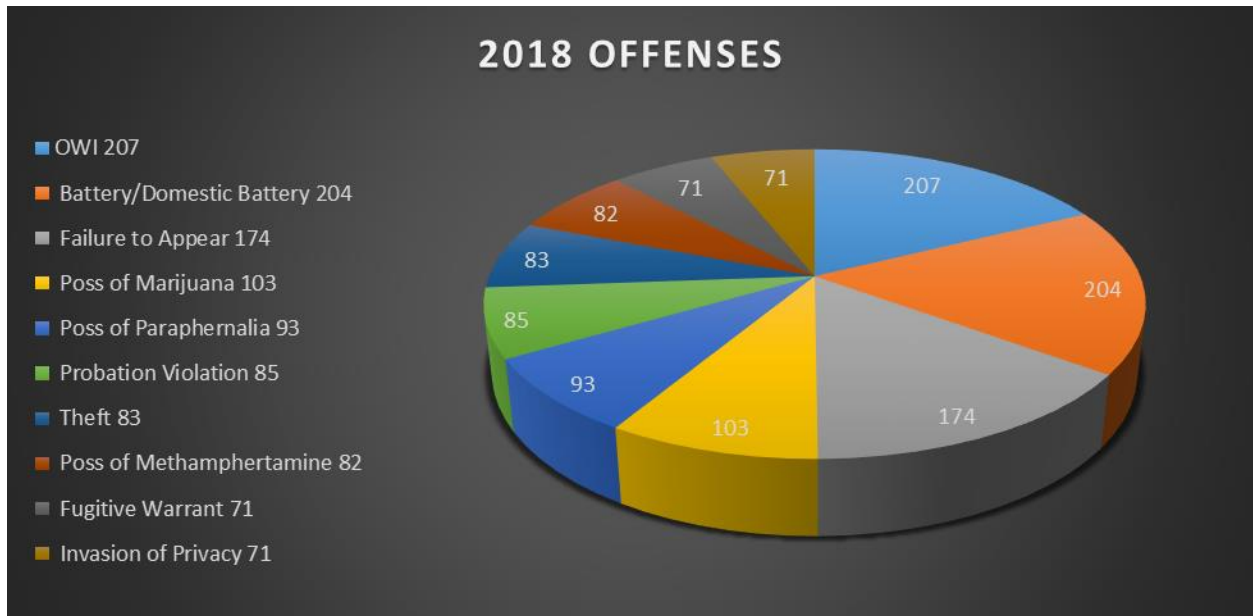
Offense Statistics

The Steuben County Jail staff booked 1212 individuals into the jail in 2018. The top ten identifiable offenses were:

- 1) Operating While Intoxicated (All levels)-207
- 2) Battery/Domestic Battery-204
- 3) Failure to Appear-174
- 4) Possession of Marijuana 103
- 5) Possession of Paraphernalia-93
- 6) Probation Violation-85
- 7) Theft - 83
- 8) Possession of Methamphetamine-82

- 9) Fugitive Warrant-71
- 10) Invasion of Privacy-71

In conducting a Booking Time Analysis for 2018, the top six (6) hours of booking activity during 2018 were between 12:00 p.m. and 1:00 p.m., 1:00 p.m. and 2:00 p.m., and between 2:00 p.m. and 3:00 p.m.



2018 Crime Class Statistics

The average inmate crime class at booking information for 2018 bookings is as follows:

Felony**		Misdemeanor
Class A Felony: 0.5%	Class B Felony: 0.09%	Class A Misdemeanor: 20.9%
Class C Felony: 2.6%	Class D Felony: 2.1%	Class B Misdemeanor: 2.4%
Level 1 Felony 0.8%	Level 2 Felony 1.7%	Class C Misdemeanor: 1.3%
Level 3 Felony 3.0%	Level 4 Felony 3.4%	
Level 5 Felony 8.7%	Level 6 Felony 46.5%	

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

MAJOR DISTURBANCES WITHIN THE JAIL

Medical/Mental Health Disturbances

Throughout the course of 2018, the Steuben County Jail staff was tasked with responding to jail medical issues that resulted in inmates being transported to the local hospital and/or out-of-

county hospitals. In summary, these medical incidents included heart/chest problems, respiratory issues, sutures, inmate pregnancies, surgeries, diabetic issues and general illnesses that needed immediate emergency treatment beyond the parameters of the jail medical department. **There were a total of nineteen (19) medical incidents that required an inmate to be transported to the local hospital,** there were thirty-nine (39) inmate transports to local doctor offices for follow-up or specialized appointments.

Security Disturbances

In addition to medical disturbances, the Steuben County Jail staff experienced various security disturbances caused by inmates. These security threats called for both routine and “emergency” extensive cell searches. The staff conducted thirty-eight (38) extensive cell searches of the jail cell blocks in 2018, compared to thirty-two (32) conducted in 2017 and eighty-six (86) being conducted in 2016.

ESCAPES/ATTEMPTED ESCAPES

There were no escapes or attempted escapes from the jail in 2018.

IN-CUSTODY DEATHS

There were zero (0) in-custody deaths occurring in 2018.

JUVENILE WAIVER/DIRECT FILE STATISTICS

There were two (2) juveniles booked into the Steuben County Jail on waivers or direct files in 2018.

AVAILABILITY OF SERVICES WITHIN THE JAIL

See attached report.

JAIL STAFFING LEVELS

There were five (5) replacement full-time Confinement Officers hired in 2018. All five (5) officers hired in 2018 have to attend and complete the forty (40) hour Indiana Law Enforcement Academy (ILEA) Certified Jail Officer School, in accordance with IC 11-12-4-4. According to the revised Indiana Jail Standards, all county jails are required to send full-time AND part-time jail officers through the ILEA Certified Jail Officer School.

Over time/Part-time Coverage

In 2018, there were **3392 hours of overtime** worked by full-time officers. Overtime coverage become necessary to cover shift vacancies caused by vacations, sick days, FMLA, training days,

court loads, visitation schedules and other events that challenge the minimum staffing levels. The jail staffing level continues to remain one (1) position less than that of 2011 and earlier years due to a Confinement Officer position being eliminated from the 2012 budget.

Jail Officer Training

The Indiana Jail Standards require certified Jail Officers to receive sixteen (16) hours of annual training and Jail Commanders to receive twenty-four (24) hours of training each year. The Indiana Sheriff's Association implemented an Advanced Jail Officer Training (AJOT) series of training events across the State of Indiana to assist Sheriff Offices in meeting this requirement. The Steuben County Jail had 8 officers, supervisors attend 4 different AJOT sessions. The advanced training sessions provide supervision/leadership skills, information regarding medical/mental health issues, risk management, the skills involved with managing inmate behaviors and updates on case law relevant to jail operations.

TRANSPORT STATISTICS

During 2018, the Steuben County Sheriff's Office/Confinement Staff performed **430 adult and juvenile transports**, traveling **80,399 miles** between the Steuben County Jail and other correctional/detention/mental health facilities. As a result, **1,294 total man-hours** were exhausted in providing these transports. The following is a breakdown of the type of transports performed:

- ❖ Adult Transports = 367 for 69,924 miles and 1,294 man-hours
- ❖ Juvenile Transports = 63 for 10,475 miles and 199 man-hours
- ❖ 72-hour commitments = 61 transports
- ❖ Transport Orders = 258 transports
- ❖ Warrants = 111 transports
- ❖ Transports for Probation = 63 transport

Previous Transport Statistics

The 2018 statistics can be compared to the 2014 thru 2018 statistics listed below. The slight increase of total transport mileage and man hours for transports during the 2018 year can be credited to, two (2) Interstate Agreement transports that had to be picked up and returned upon completion of their court cases.

2014 Transport Statistics

- ❖ Adult Transports = 342 for 54,753 miles and 955 man-hours
- ❖ Juvenile Transports = 17 for 7,752 miles and 141 man-hours

2015 Transport Statistics

- ❖ Adult Transports = 409 for 84,810 miles and 1,405 man-hours
- ❖ Juvenile Transports = 25 for 6,002 miles and 110 man-hours

2016 Transport Statistics

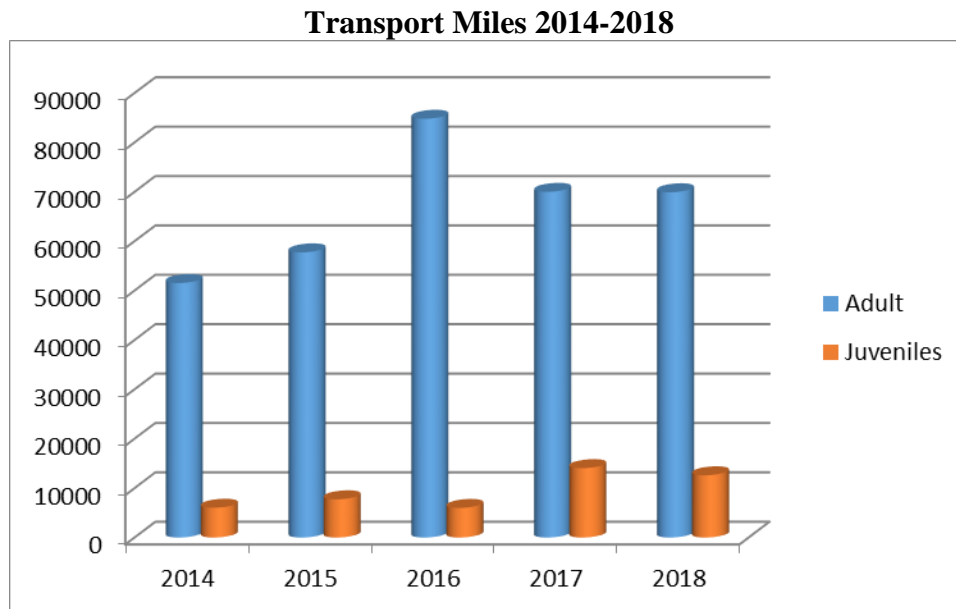
- ❖ Adult Transports = 338 for 70,007 miles and 1,372 man-hours
- ❖ Juvenile Transports = 100 for 14,058 miles and 310 man-hours

2017 Transport Statistics

- ❖ Adult Transports = 366 for 55,929 miles and 1,069 man-hours
- ❖ Juvenile Transports = 67 for 12,615 miles and 272 man-hours

2018 Transport Statistics

- ❖ Adult Transports = 367 for 69,924 miles and 1,294 man-hours
- ❖ Juvenile Transports = 63 for 10,475 miles and 199 man-hours



PROGRAMS AND SERVICES

Jail Ministry Volunteers

The Steuben County Jail Ministry Volunteers are coordinated by the Jail Commander. The volunteers are scheduled to provide Bible Study, church services and individual religious support throughout the week and weekend. Visiting clergy are also provided opportunities to visit with members of their congregation during allotted times during the week. Volunteers are required to apply for clearance to volunteer in the jail through an application and background check process. These volunteers are required to follow written guidelines focusing on the safety/security of jail operations, the court system and providing services in a correction setting.

High School Equivalency (HSE) Program

Formerly known as the GED Program, the HSE has been adopted by the State of Indiana to take place of the former GED Exam. The Steuben County United Way and the Steuben County Literacy Coalition continue to partner with the Steuben County Jail to provide preparatory instruction to inmates wanting to take and pass the HSE Exam. With the transition from GED to HSE, the program continued to prepare inmates in the academic fields needed in order to be prepared to successfully pass the exam when it became available. The Impact Institute provides the test administrator for the exam to be given at the Steuben County Jail.

0 INMATES PASSED THE HSE EXAM DURING 2018

MAINTENANCE AND UPKEEP OF THE JAIL

The annual jail inspection was conducted by State Jail Inspector, Chance Sweat, on August 7, 2018. There was one (1) significant deficiency noted in the report and the inspector commented on the following areas:

- ❖ The jail was clean and the staff was professional and receptive to suggestions/recommendations.
- ❖ Video visitation and Kiosk commissary ordering are in place
- ❖ Male/Female offenders interviewed stated they felt safe, staff was fair and meals were good.
- ❖ Highly recommends Council/Commissioners work with the Sheriff to address staff shortages on all post on 24/7 basis (Based on Data-Driven Staffing Analysis)

UNFUNDED NEEDS AND PROJECTS

Other maintenance/improvement projects in progress from 2018 to 2019 include:

- ❖ Updating the cameras in the dayrooms of cell blocks to improve visibility of inmate activities
- ❖ Updating the central control and two satellite offices in the jail
- ❖ Funding for more jail staff. The County had a data driven staffing analysis conducted in 2018 that showed the jail is approximately 8.5 officers short. Even though the jail is compliant with Indiana Code 11-12-4-4, funding for these officers is needed to enhance and maintain the safety and security of the facility and to allow supervisors the ability to properly supervise their shifts.

All of which will improve the overall safety, security and efficiency of the facility

Respectfully Submitted,

Rodney L. Robinson

**Rodney L. Robinson
Steuben County Sheriff**