PAYETTE COUNTY
IDAHO
JAIL STUDY

JUNE 2026



ELEVATUS
ARCHITECTURE

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ACKNOWLEDGEMENTS

A study of this kind requires the input and guidance from stakeholders willing to invest their time in order to achieve a successful outcome.

These stakeholders included the following individuals:

Andy Creech, Sheriff
Randy McDonald, Jail Commander
Henry Esquivel, Patrol Lieutenant

In January 2026, the Payette County Sheriff and Commissioners engaged the firm of Elevatus Architecture to perform a study of the County's jail. This study includes the evaluation of the existing facility, assessment of safety and compliance with applicable standards and regulations, operational capacities and their effects on detainees and the community.

The overall design objectives are to provide ample space for the department to operate as well as consider future growth needs for the next 30 years.

The site for this project is evaluated within this study, with a recommendation for Site B to be selected, located at North 16th Street and 3rd Avenue North in Payette, Idaho. This recommended site is located near the following existing public services: Courthouse, Jail, Sheriff's Office, Fire Station, and future EMS.

A conceptual floor plan and exterior renderings were developed for the overall concept, with input and feedback from the committee.

The committee held multiple meetings over the course of the past six months.

The study includes the following information:

- Acknowledgments
- Executive Summary
- Jail Deficiencies Report
- Existing Jail Floor Plan
- Existing Jail Photos
- Jail Bed Projections
- Site Review / MEP Review of Existing
- Program of Spaces
- Conceptual Design
- Opinion of Probable Cost
- Appendix
    1. Committee Meeting Minutes
    2. Idaho Jail Standards
    3. 2024 Payette County Facilities Assessment
    4. Jail Inspection Reports
    5. Payette County Jail Population Projections
    6. Facility Staffing Analysis
    7. Glossary of Definitions

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EXECUTIVE SUMMARY

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EXECUTIVE SUMMARY

BACKGROUND

Payette County operates a single detention facility, the Payette County Jail. The original structure was built in 1972, with an addition completed in 1999. The jail has a rated capacity of 69 beds and houses all custody levels for men and women within the same building. After more than five decades of use, the facility has reached the end of its useful life.

Conditions inside the jail now exceed what the building can manage. It routinely operates over capacity, and the March 16, 2026 Idaho Jail Inspection Report found that overcrowding, the building's layout, and its physical condition do not meet the Idaho Jail Standards. The report concluded that the jail, in its current condition, cannot reasonably be expected to pass a future inspection.

As in many jails, the people held today also differ from those the building was designed for: more individuals arrive with mental-health and substance-use needs, and the female population is larger than the original design anticipated.

The Payette County Jail has many deficiencies that can not be remedied through renovation and should be replaced. These deficiencies include:

- Lack of capacity; the jail regularly operates over its 69-bed limit
- Too few housing units to separate inmates by sex, security level, and special needs
- An undersized intake area that cannot safely process simultaneous arrivals
- A layout that prevents constant supervision of housing areas, including suicide-watch and segregation cells
- Lack of appropriate housing and program space for inmates with mental-health and behavioral-health needs
- Poor environmental conditions, including cells with inadequate natural light
- No secure perimeter and an unsecured recreation yard, which is responsible for past escapes and ongoing issues of contraband entering the facility
- Failing building systems — plumbing, doors, and life-safety — that can no longer be reliably repaired
- Pervasive ADA deficiencies throughout the facility

While it is possible some deficiencies could be addressed, the major issues regarding layout, inadequate size, and its inability to meet the county's needs today — let alone the next 30 years — can not be solved by renovation alone. The most prudent use of the county's funds is to build a new jail to meet all current standards, operate efficiently, and provide capacity to address the future needs of the county.

JAIL CAPACITY PROJECTIONS

Payette County has grown in every Census since 1980, rising from 15,722 residents to 25,386 in 2020. That growth is steady and consistent with the broader trend across Idaho, one of the fastest-growing states in the nation over the past decade. The County's own recent demographic study projects continued growth, projecting a population of approximently 43,879 residents by 2060.

The Sheriff's booking and population records show the current jail is already under pressure. The jail's average daily population has been running between the low-50s and mid-70s, which is roughly at or above the jail's 69-bed capacity.

Applying the County's population forecast to the jail's booking history and using the National Institute of Corrections capacity-planning methods, the County's projected bed need will rise to ~192 beds by 2060.

RECOMMENDATION

To meet the County's future jail and law-enforcement needs, this study recommends construction of a new 222-bed detention facility. The recommendation reflects the bed projections, the deficiencies of the existing jail, desire to re-institute a work release program, and the growth of Payette County.

Recommended Facility — New 192-Bed Jail and Sheriff's Office and 30-Bed Work Release

- **Size:** Approximately 71,299 gross square feet
- **Construction Cost:** $61,837,68.00
- **Project Cost:** $74,205,223.20
- **Jail Staff:** 31 full-time employees

CONSEQUENCES OF INACTION

Continuing to operate the existing jail is not a cost-free or risk-free choice. If the County does not build a new facility, the likelihood of the following consequences occurring may increase over time:

- **Failed inspections and legal exposure.** The jail has already fallen short of least 4 inspections and is not expected to pass future inspections, which can leave the County exposed to litigation and potential state intervention.
- **Heightened safety risk to staff and inmates.** A layout that prevents constant supervision, especially for suicide-watch and segregation cells, raises the risk of in-custody injury, death, and the liability that follows.
- **Persistent overcrowding and book-and-release.** With the jail already at or over capacity, the County will increasingly release individuals it might otherwise hold, reducing its ability to protect the community.
- **Strain on law enforcement and the courts.** Staff-intensive workarounds — escorting inmates outside the secure perimeter, off-site medical trips, near-continuous watch tours — divert deputies from patrol and response.
- **Public-safety risk from an unsecured facility.** The absence of a secure perimeter has contributed to past escapes and ongoing issue of contraband entering the facility.
- **Rising and recurring repair costs.** Failing plumbing, doors, and other systems require expensive temporary fixes that may recur because parts can no longer be sourced.
- **Higher future construction costs.** Deferring the project pushes construction into later years, where increasing cost of materials and labor will increase the total cost of the new jail.
- **Rising transportation costs.** If nothing is done, transportation costs will become a major issue, especially since there are not any nearby counties with available capacity to house Payette County inmates.

COMMUNITY IMPACT

The County's existing jail forces compromise every day. A facility built to current standards will allow Payette County to manage its detained population safely and turn that population back to the community in no worse condition than it arrived. The benefits include:

- **Safer conditions for inmates and staff.** A layout designed for direct sightlines and constant supervision gives correctional officers a safe place to work. This will also help protect vulnerable inmates — those on suicide watch, in detox, or in mental-health crisis.
- **Restored compliance and reduced liability.** A facility that meets Idaho Jail Standards, ADA requirements, and ACA best practice removes the County's ongoing exposure to failed inspections, civil-rights claims, and their associated costs.
- **Support for behavioral health.** Proper classification housing and dedicated program space allow the jail to provide medical care, mental-health treatment, and substance-use services more quickly on site
- **Lower recidivism through programming.** Space for education and reentry services helps people leave custody better prepared to return to work and family. This reduces the likelihood that they cycle back into jail.
- **More efficient law-enforcement operations.** A secure intake area, a functional vehicle sallyport, and the inclusion of on-site services will end the staff-intensive escorts and off-site trips the current building requires. This will return more deputies to patrol and response, increasing public safety.
- **Responsible stewardship of public funds.** Replacing the facility ends the cycle of recurring emergency repairs on systems that can no longer be sourced, and a facility sized for the County's projected growth avoids the far greater cost of expanding or rebuilding again within a single planning lifetime.

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JAIL DEFICIENCIES

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The Payette County Jail consists of an original structure built in 1972 with an addition completed in 1999. Jails operate 24 hours a day, 365 days a year, and the wear on the building is constant. After more than five decades of use, the facility has reached the end of its useful life.

The March 16, 2026 Jail Inspection Report summarizes the condition of the facility plainly, identifying the inmate overcrowding, layout, and physical condition of the facility as a clear failure of Idaho Jail Standards. The report reads in part: "In its current condition, I do not see how the current Payette County Jail will ever pass a jail inspection."

INTAKE AND HOLDING AREAS

The intake area is the most active and highest-risk area of any jail. It should provide reasonable, separated space for reception, booking, identification, search, shower and clothing exchange, medical screening, property storage, telephone access, interviews, pretrial release screening, temporary holding, and release processing. The Payette County intake area does not meet Idaho Jail Standard 18.11 and lacks the space to perform these basic functions safely.

ISSUES:

- Vehicle Sallyport (VSP) is undersized. The VSP is too short, and also lacks sufficient depth and height for operational needs. The State Penitentiary bus cannot enter, forcing officers to escort inmates outside the secure perimeter and into the facility — a major safety and security risk to staff, inmates, and the public. The sallyport is also drive-in, back-out, which is hazardous in an emergency.
- The VSP has become overflow storage. Equipment and supplies stored in the sallyport further compromise safety and security when staff and inmates must traverse the space.
- Booking cannot safely process simultaneous arrivals. There is no holding cell adjacent to the booking desk. When a second inmate arrives during an active booking, staff must relocate the first inmate — to the booking-room bathroom with an officer posted at the door, or to a separate holding cell if the two are of different sexes — then bring them back to finish. This process is staff-intensive and unsafe, and it exists solely because the area lacks the space to perform normal booking functions.
- Cells H and J have no toilets. Inmates held in these rooms must be escorted to a restroom each time, pulling staff away from other duties and creating movement risk.
- Cell J (the Drunk Tank) contains only a concrete bunk. It has no sink, lavatory, or toilet. It sits 35-feet down a narrow four-foot corridor, so any inmate housed there must be escorted to the booking-room toilet — a conflict when booking is active or when the room is in use for pre-sentence investigations, mental health evaluations, or attorney visits.
- The shower holding room is not equipped for holding. It contains only a shower and a small bench for changing clothes. It has no bunk, sink, or toilet.
- Cells D, E, F, and G were never designed as cells. These rooms previously served as the kitchen, laundry, and inmate clothing storage areas before being repurposed multiple times. They were briefly used as holding cells but are used for storage today. Room D is currently storage for inmate clothing, shoes, and a secondary shower for inmate workers. Room E is used as linen storage for blankets, sheets, towels, and related supplies. Room F and G currently house the Intoxilyzer equipment, used to test blood alchohol content, though it is rarely used because the courts generally prefer the mobile Intoxilyzer unit used in the field.
- Fingerprinting occurs outside the secure perimeter. There is no room on the secure side for the equipment, so inmates must be taken outside the secure perimeter to be fingerprinted — another significant security risk.
- The raised threshold between the VSP and booking creates an accessibility barrier.

- The doorway between Booking and the main hallway is narrow but can accommodate a standard wheelchair with minimal clearance.
- The crash gate leading to the four-line cells and the three-man cell is too narrow for wheelchair access.
- The inmate cells in the 1972 portion of the jail do not contain ADA-compliant fixtures, including toilets, sinks, and showers.
- Control, corridor, and office spaces are cramped. The combination of tight control spaces, narrow corridors, and undersized offices makes it difficult to operate the jail efficiently and safely

HOUSING AND SECURITY

Current best practice for indirect supervision places a control room at the center of a housing pod with 360-degree, unobstructed views of multiple dayrooms and classifications. The Payette County Jail provides nothing close to this. The housing area does not meet Idaho Jail Standard 18.14, which requires enough housing units in an appropriate configuration, and the facility cannot adequately separate inmates by classification.

ISSUES:

- Classification capacity is severely limited. The jail relies on just eight cells to house nearly all non-general-population inmates, including those on suicide watch, those with mental illness, those undergoing detoxification, and those requiring protective custody, disciplinary segregation, administrative segregation, and maximum-security housing. There are simply not enough housing pods to keep these populations properly separated, or to separate male from female and minimum from medium from maximum security.
- The inmates needing the most supervision are the least visible. Cells K, L, M, and N — used for suicide watch, mental health, and segregation — sit on a four-foot corridor. Observation is limited to a 4.5-inch by 9-inch window in each door and occurs only when an officer walks the mandated tour (every 30 minutes generally, every 15 minutes for suicide watch). These inmates should be observed from a 24-hour post with a direct line of sight into the cells.
- The labyrinth layout defeats supervision. The 1972 portion is a maze of four-foot corridors and multiple turns. Observation into cells A, B, C, K, L, M, N, O, P, and Q happens only when an officer walks past. Even the 1999 addition has major blind spots into all four dormitories.
- Watch tours run continuously. Because of the maze-like layout, a single mandated 30-minute tour takes roughly 30 minutes to complete, so the cycle of tours is effectively non-stop, leaving staff little time for anything else.
- Inmates must be escorted to dining. Inmates eat in a central dining space rather than in their dayrooms, consuming valuable staff time and placing staff and inmates at risk during every meal movement.
- Crowding is uneven and unmanageable. With so few classification options, one dayroom may be overcrowded — with inmates sleeping on the floor in "boats" — while another sits below capacity.
- Cell doors in P and Q do not function reliably. The doors serving cells P and Q do not consistently open and close. Some must be left open because they may not reopen, a serious security and life-safety concern.

RECREATION YARD

A secure outdoor recreation area should be protected by a perimeter that keeps the public away from the facility and

prevents contraband. The Payette County recreation yard is one of the facility's most significant security concerns, responsible for prior escape incidents and ongoing contraband problems.

ISSUES:

- There is no outer perimeter fence that prevents the public from approaching the recreation area. The yard must be swept before every use because the public throws contraband over the low fence or through a gap in the pair of gates on the east side.
- The razor wire is too low. Staff members and inamates have sustained injuries after striking their heads on the low-hanging razor wire installed around portions of the recreation yard.
- There is no sallyport between dining and recreation. Inmates move directly from the dining area to the outdoor recreation yard without passing through a second secure door or controlled sallyport. The additional secure transition provides another layer of security by preventing direct access to the exterior if one set of doors becomes compromised.

BUILDING SYSTEMS AND GENERAL CONDITIONS

Beyond the operational deficiencies above, the physical plant itself is failing. Many of these conditions fail the current requirements of Idaho Jail Standards and American Correctional Association (ACA), and most cannot be corrected without abandoning the existing structure.

- ADA standards are not met. The oldest parts of the facility does not comply with the Americans with Disabilities Act.
- Several cells lack natural light. Cells A, B, C, K, L, M, N, O, P, and Q have no access to natural light and do not meet Standard 18.05. Dormitory 300 in the 1999 addition has a window but still falls short of the ACA standard for adequate natural-light area (12 square feet).
- Several cells are undersized. Cells B, C, K, L, M, and N do not meet the ACA-required seven-foot minimum width. Cells K, L, M, and N are only 48 square feet with less than 35 unencumbered square feet, failing Standard 18.02.01. Cells P and Q each house three inmates without the required 35 square feet of floor space per inmate, failing Standard 18.16.
- Lighting levels are inadequate. Cells J, K, L, M, N, P, and Q do not meet the 20 foot-candle requirement of Idaho Jail Standard 18.04.
- Plumbing infrastructure is failing. Showers and toilets leak constantly and replacement parts can no longer be found. In the kitchen, the sub-floor drains are plugging and collapsing with age, requiring expensive slab-cutting and temporary fixes.
- Door systems are outdated and unsafe. The original jail lacks automated door systems and relies on large brass keys. The 1999 addition has airlocks with a control panel in dispatch, but no one is posted at that panel, so deputies carry smaller keys for that portion of the jail. The reliance on keys is a life-safety concern during an emergency evacuation.
- There is no security perimeter. Nothing prevents unauthorized access to the facility, contrary to Idaho Jail Standard 07.10.
- Evidence storage is scattered. Evidence is held in several locations throughout the building, creating a potential chain-of-custody problem for any future trial.

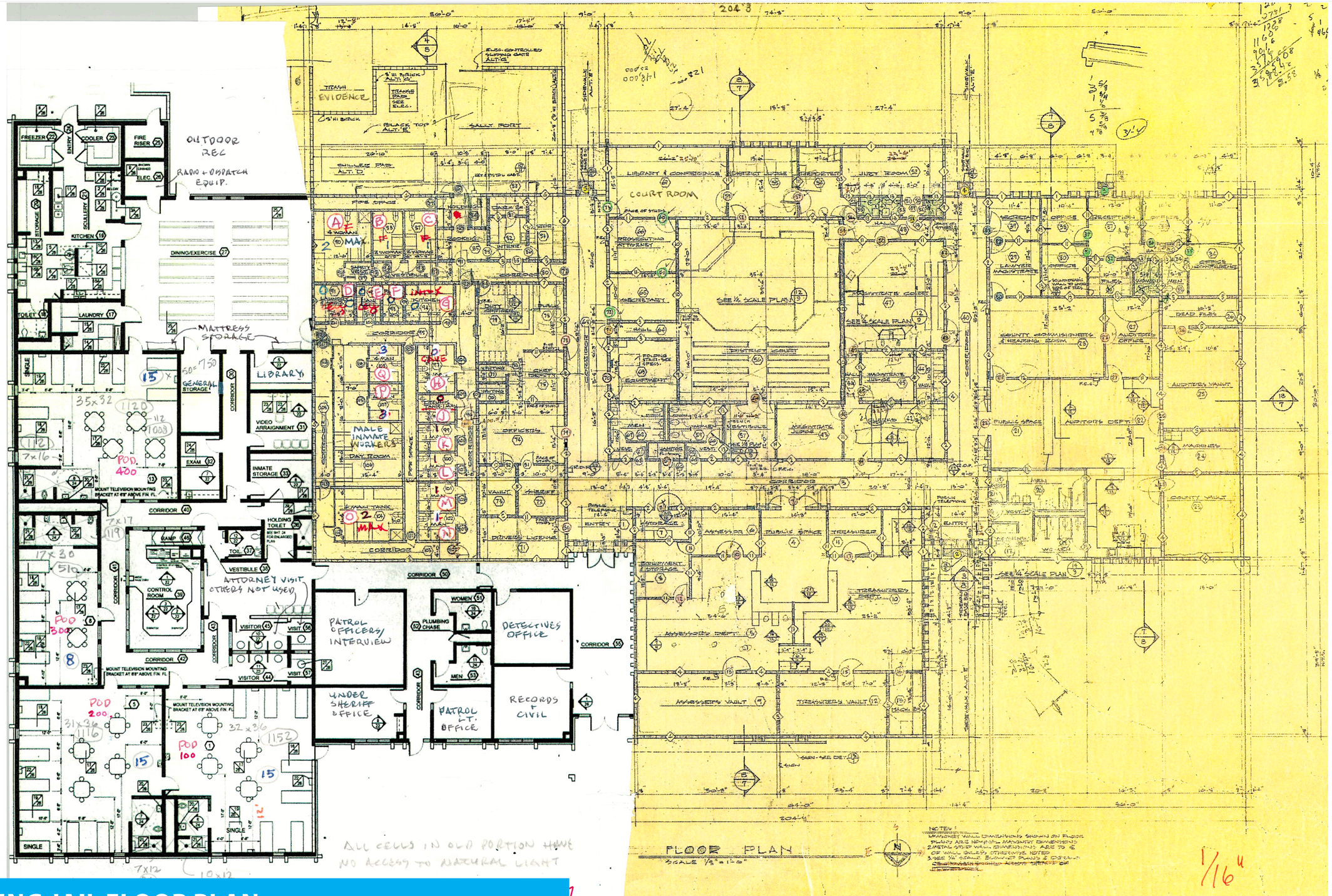
- There is a major lack of general storage space. Mattresses, for example, are stored around the perimeter of the inmate dining room.
- The IT room is inside the secure perimeter and severely undersized. Maintenance staff must bring tools into the secure perimeter to service it, which should be avoided. The room itself is too small for its equipment: there is only two feet between the wall and the first rack and three feet between the electrical panels and the racks, with four two-post racks crowded into the space.

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EXISTING JAIL FLOOR PLAN

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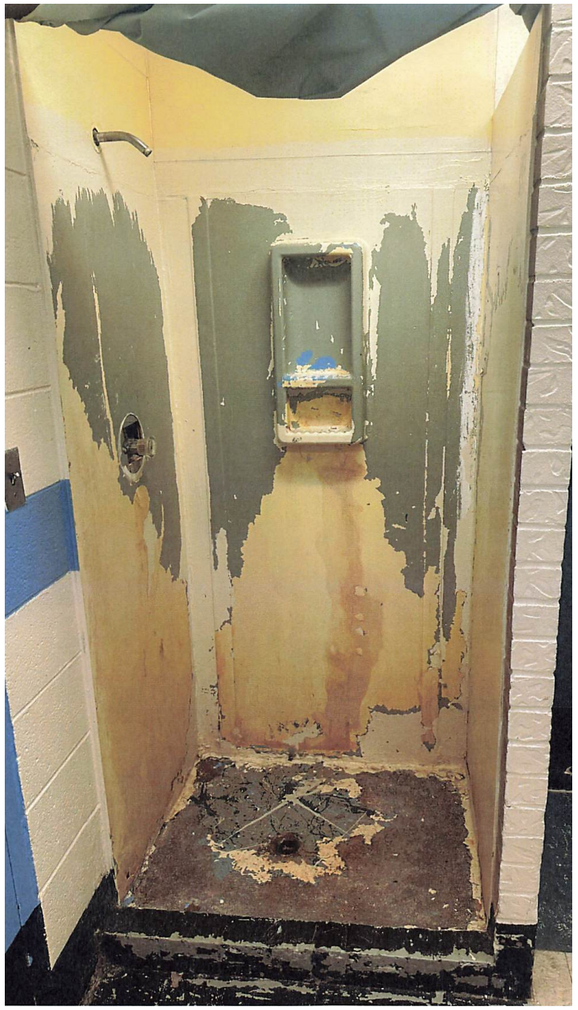
EXISTING JAIL FLOOR PLAN

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EXISTING JAIL PHOTOS

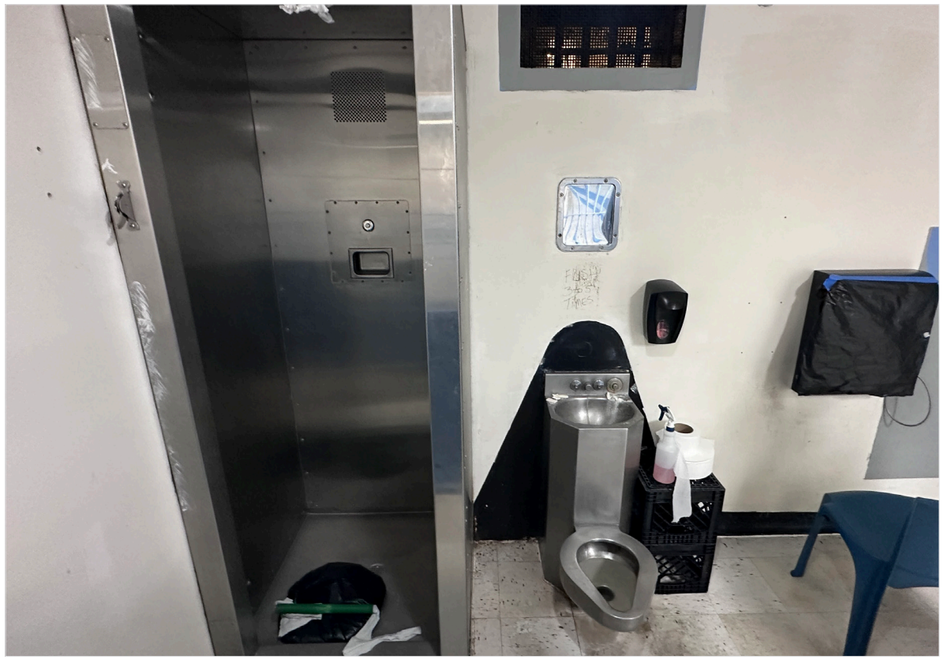
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BOOKING SHOWER



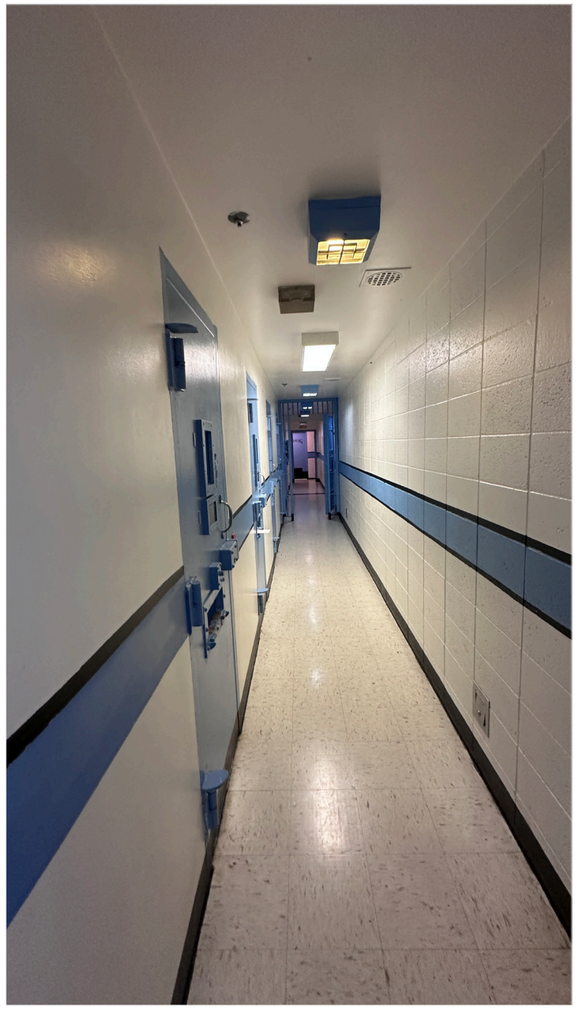
- COMMERCIAL GRADE FIXTURES IN LIEU OF DETENTION GRADE

INMATE WORKER DORM



- NO NATURAL LIGHT
- NOT ADA ACCESSIBLE

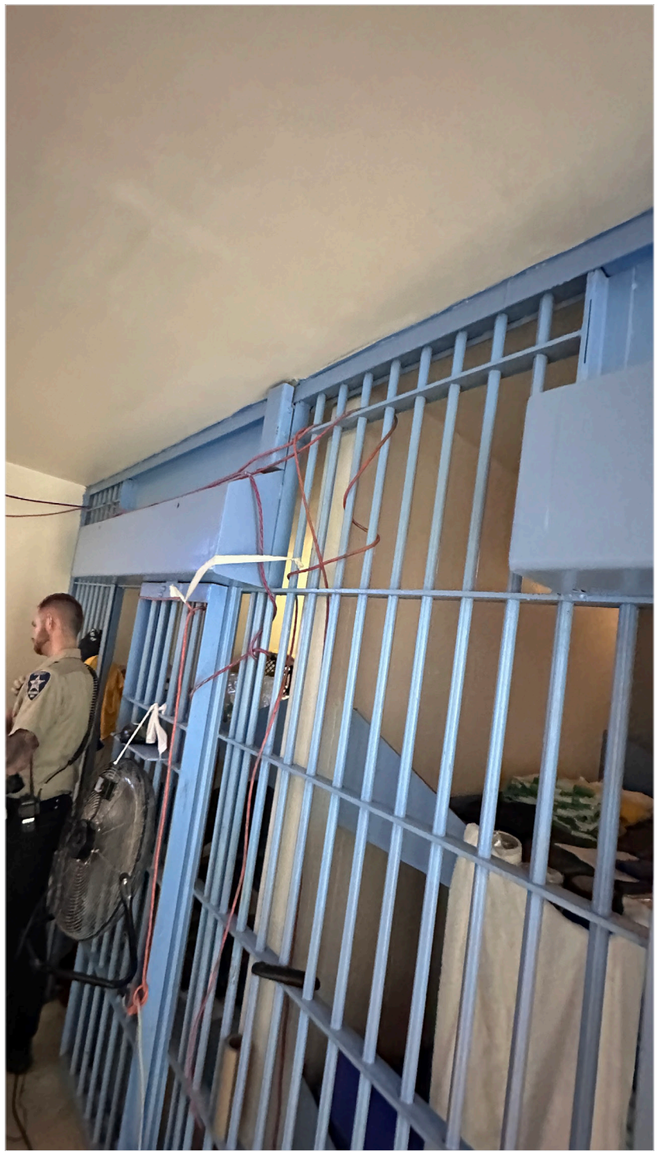
4’ CORRIDOR AT LINE CELLS H, J, K, M



- NO NATURAL LIGHT IN CELLS
- INMATE OBSERVATION VERY DEFICIENT

EXISTING JAIL PHOTOS - HOUSING

CELLS P & Q



CELLS P & Q



- NO NATURAL LIGHT
- POOR VENTILATION, THUS THE PORTABLE FAN
- THESE DOORS DO NOT OPEN AND CLOSE

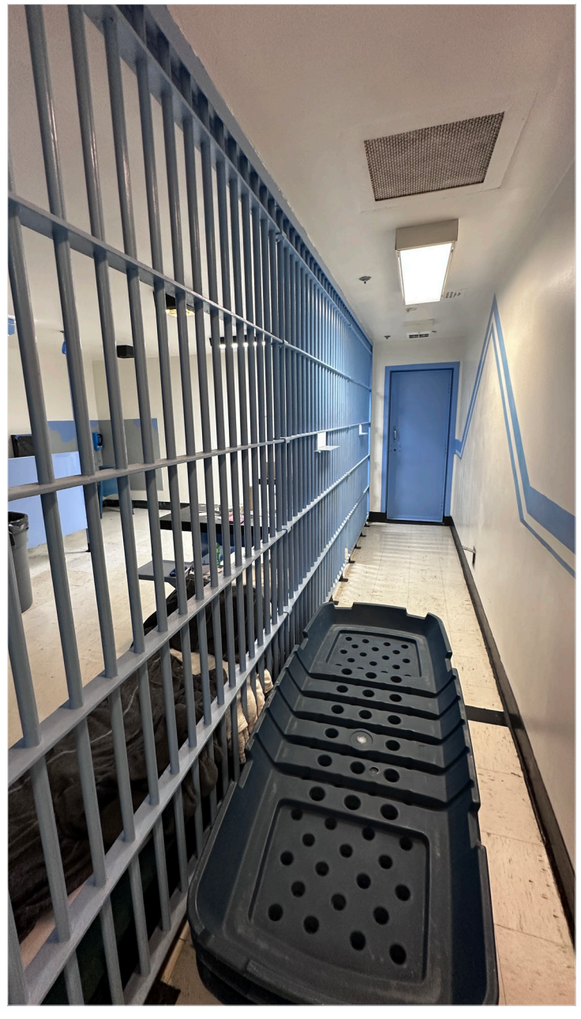
EXISTING JAIL PHOTOS - HOUSING

HOLDING CELL 4



- NO NATURAL LIGHT
- NO TOILET; INMATES MUST BE ESCORTED TO A TOILET

MALE INMATE WORKER DORM



- NO NATURAL LIGHT

CELL J

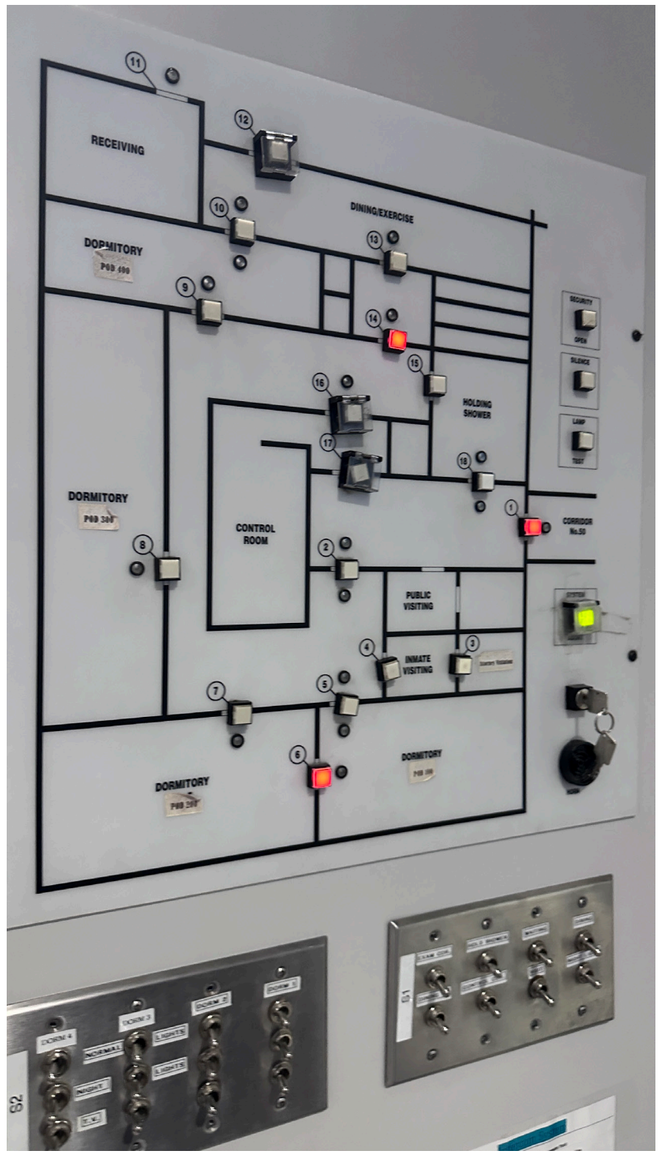


- SEVERELY UNDERSIZED
- NO NATURAL LIGHT
- NO TOILET; INMATES MUST BE ESCORTED TO A TOILET
- THIS IS THE DRUNK TANK CELL

EXISTING JAIL PHOTOS - HOUSING

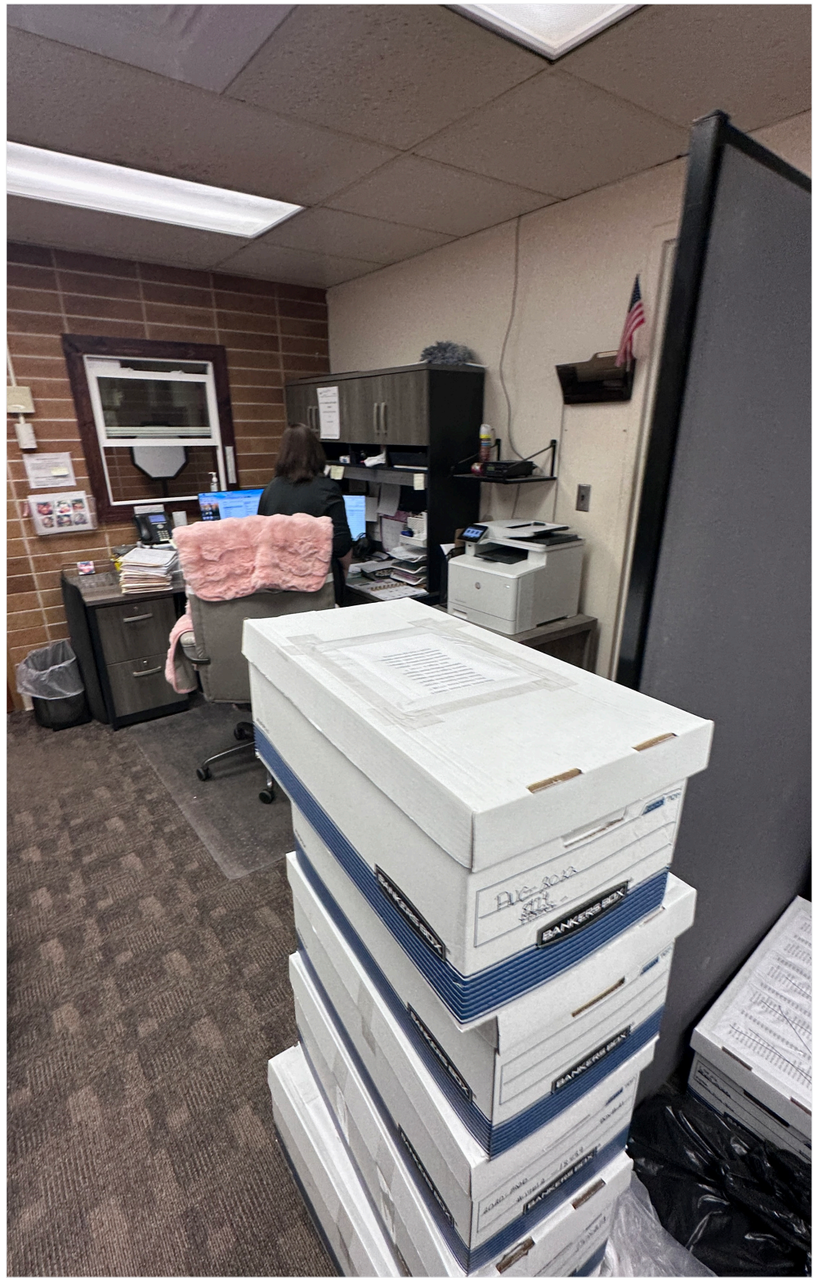






- ANTIQUATED CONTROL ROOM
- NOT PROPERLY LOCATED

EXISTING JAIL PHOTOS - DISPATCH/CONTROL ROOM





- **CRAMPED OFFICE CONDITIONS**

EXISTING JAIL PHOTOS - OFFICES



- **CRAMPED OFFICE CONDITIONS**

EXISTING JAIL PHOTOS - OFFICES



- HALF OF VSP BECAME STORAGE ROOMS
- VSP IS NOT DEEP ENOUGH AND NOT TALL ENOUGH

EXISTING JAIL PHOTOS - VEHICLE SALLYPORT





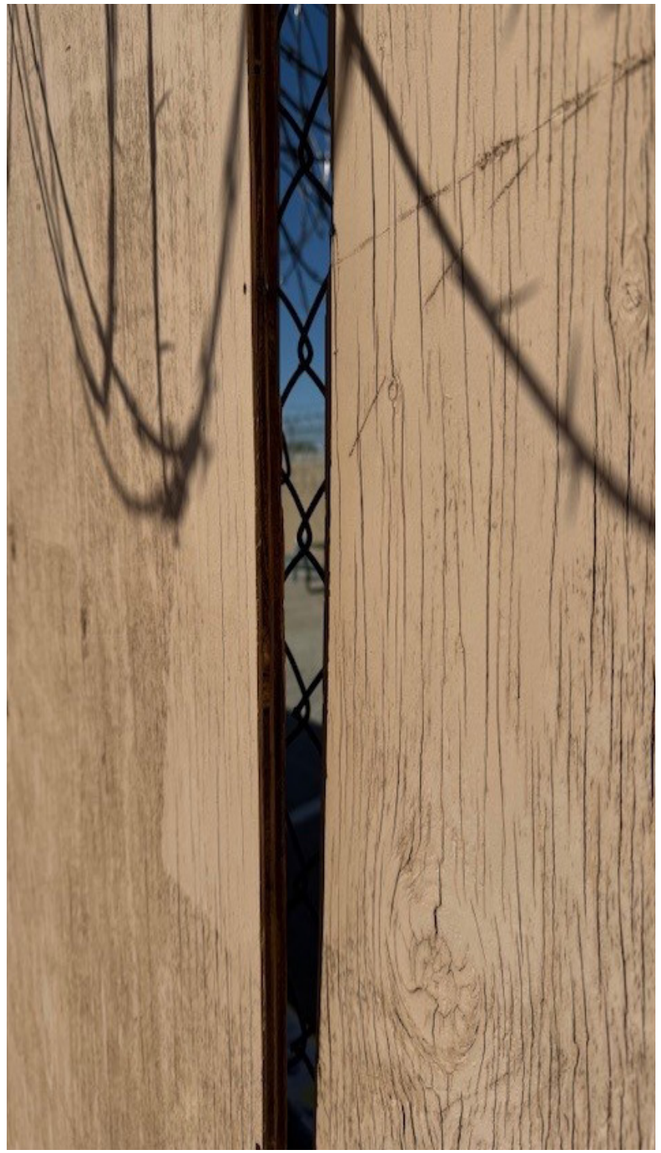
- VSP TURNED INTO FOOD STORAGE FOR THE KITCHEN AND GENERAL JAIL STORAGE

EXISTING JAIL PHOTOS - VEHICLE SALLYPORT





- CONTRABAND IS SLIPPED AROUND/THROUGH THESE PLYWOOD DOORS



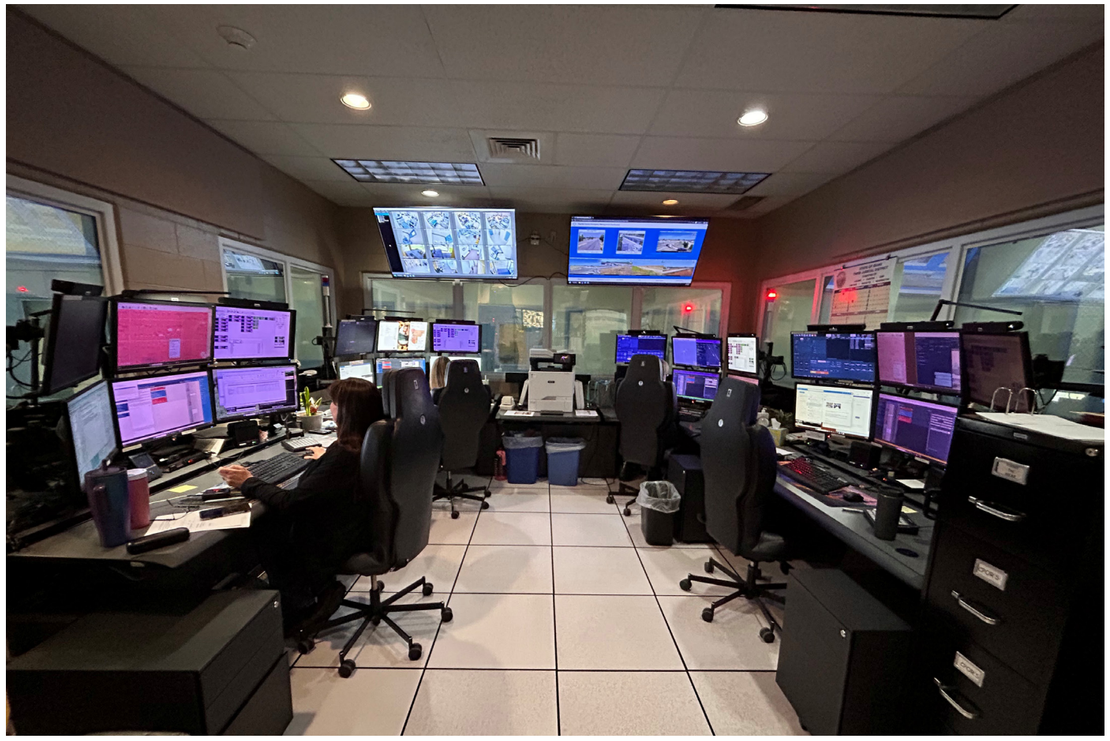
- GAP AT PLYWOOD DOORS

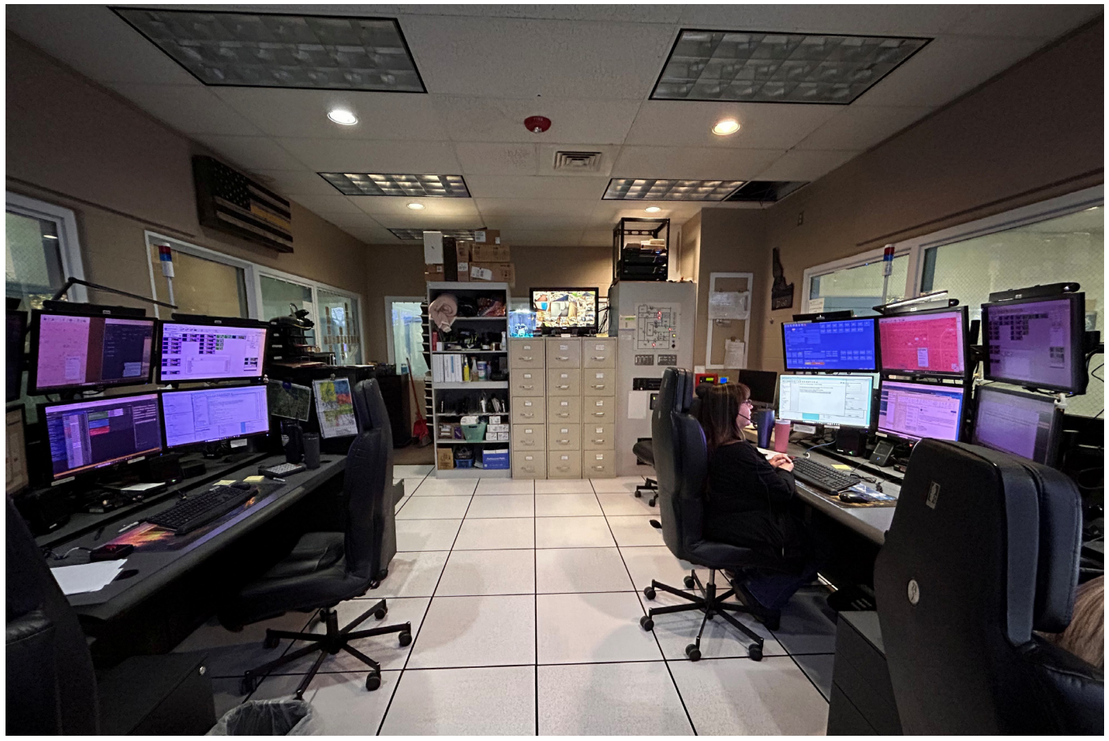
EXISTING JAIL PHOTOS - OUTDOOR REC



- **CONCERTINA WIRE IS DANGEROUSLY LOW; INMATES & STAFF HAVE SUSTAINED HEAD INJURIES**

EXISTING JAIL PHOTOS - OUTDOOR REC

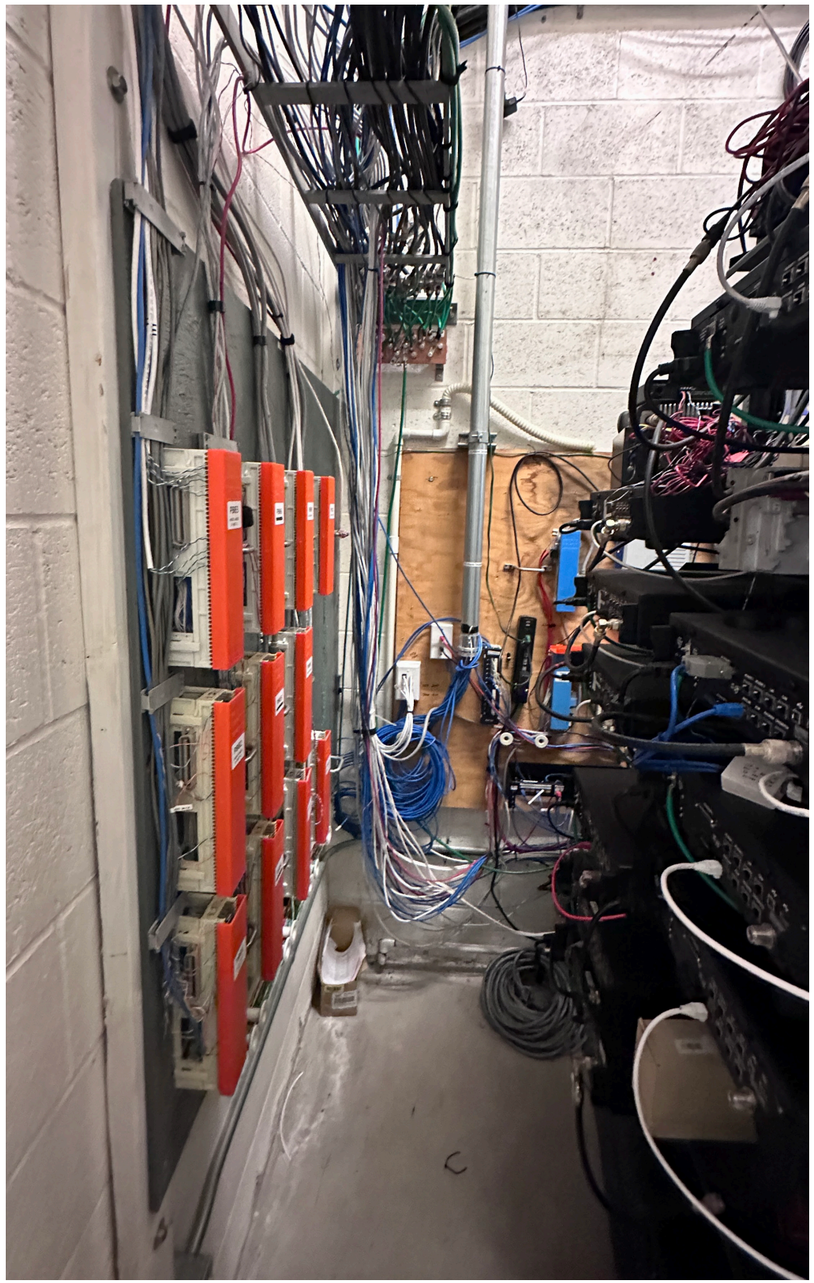




- VERY CROWDED WITH BOTH STAFF AND EQUIPMENT
- VERY POOR ACOUSTICS

EXISTING JAIL PHOTOS - DISPATCH/CONTROL ROOM





- SERVER RACKS ARE SPACED TOO CLOSELY TOGETHER

EXISTING JAIL PHOTOS - SERVER ROOM



- MOST LIKELY DRAIN IS CURRENTLY COLLAPSED OR COLLAPSE IS IMMINENT BELOW COUNTERS



- NOT ENOUGH FOOD STORAGE SPACE

EXISTING JAIL PHOTOS - KITCHEN







- KITCHEN FLOOR DIGS TO REPAIR BLOCKED SEWAGE PIPES

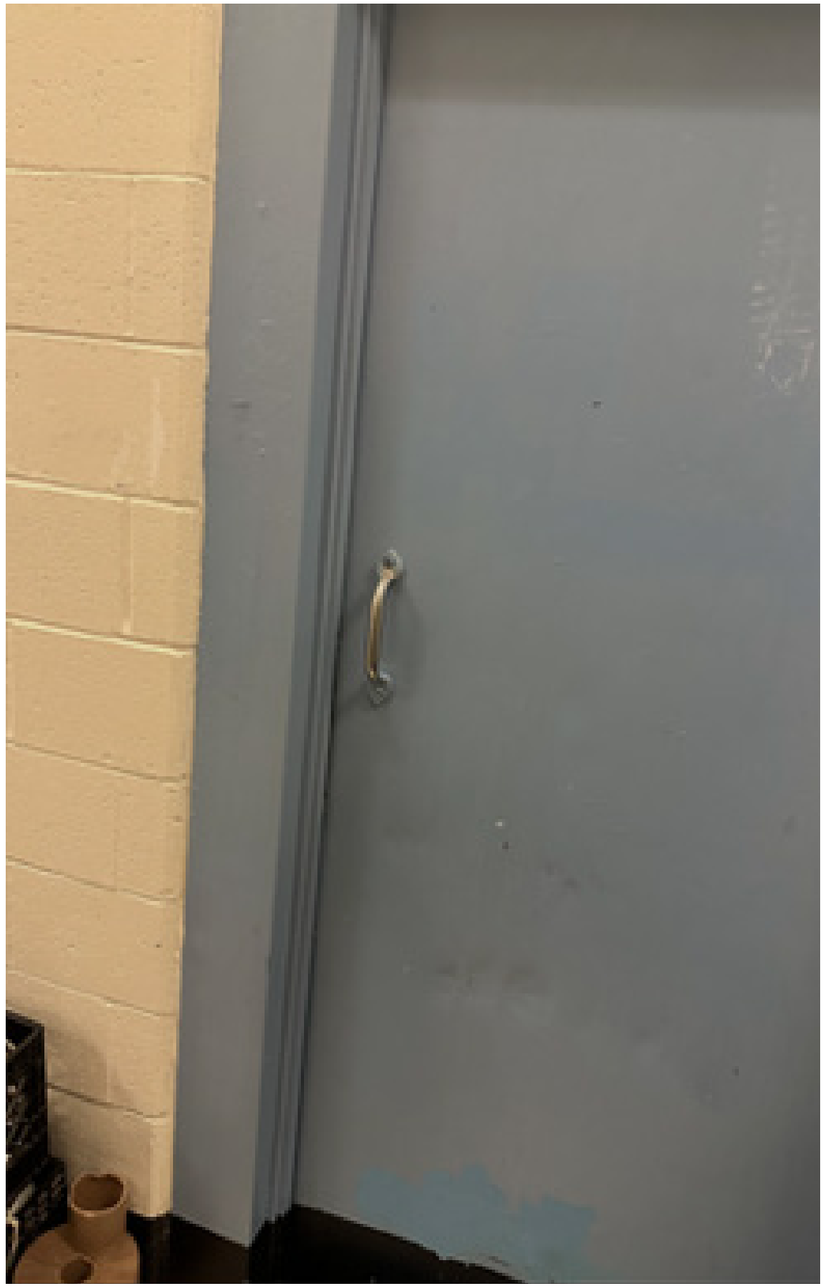
EXISTING JAIL PHOTOS - KITCHEN



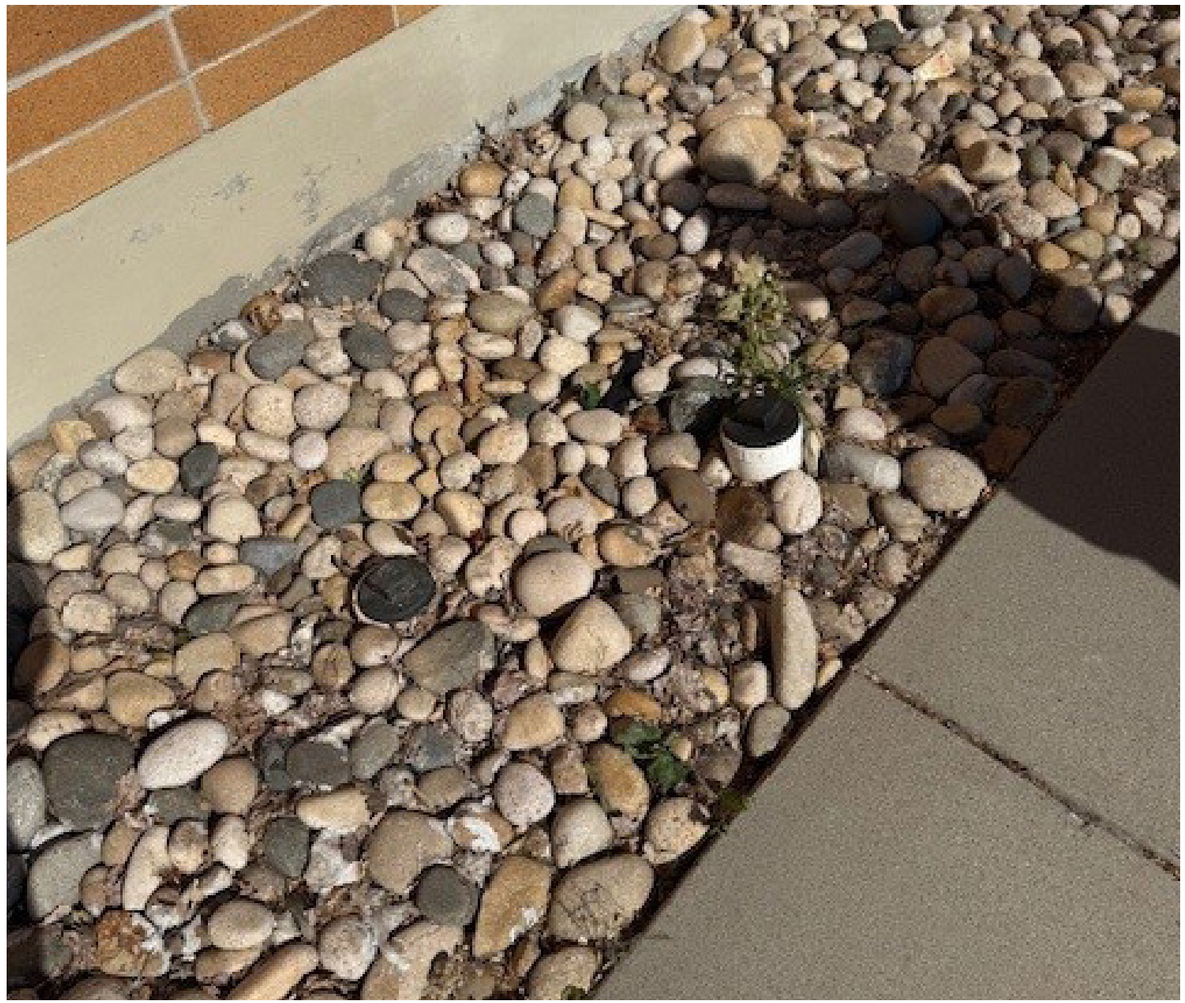


EXISTING JAIL PHOTOS - INMATE DINING/MATTRESS STORAGE





EXISTING JAIL PHOTOS - BREACHED DOOR



- RAW SEWAGE OVERFLOWS FORCE CLEANOUT CAPS OFF, CAUSING SEWAGE TO FLOW ONTO SIDEWALKS AND PARKING LOT

EXISTING JAIL PHOTOS - SITE CONDITIONS

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JAIL BED PROJECTIONS

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Bed Need Projections

Like most Idaho counties, Payette is growing. Population has risen every decade since 1980 and is forecast to reach the low-to-mid 40,000s by 2060. A jail sized to today's county will be undersized well within a 30-year bond period, which we understand is the County's planning horizon for any new facility.

Our jail bed projection rests on three data points seen in the county:

- Population — the County's own demographic forecast recommends planning for the Mid path of population growth -- 43,879 residents by 2060.
- Admissions —7,100 admissions per 100,000 residents was the County's peak-era booking rate (2011). Using the peak rate is a deliberate, plan-for-the-busy-year approach.
- Length of stay — using the 18-day average length of stay (ALOS) with a 1.25 classification factor is another deliberate, plan-for-the-busy-year approach.

Three Ways to Forecast a Jail Population

Consistent with how Elevatus approaches every county study, three independent methods are used so each can validate the others.

1. National Rule of Thumb

This general barometer holds that a county needs beds equal to about 0.4% of its population. For Payette's forecast Mid population of ~43,879 in 2060, that implies roughly 175 beds. We use this method as a sanity check, not a design number, and it lands in the same neighborhood as the more rigorous methods below.

2. Average Daily Population (ADP)

Average Daily Population is the count of people in custody on an average day. The County's ADP has run in the mid-to-upper 50s to low 70s across 2009–2024, with a recorded high of 74 in 2018. After applying the 1.25 classification and peaking factor, this method suggests the county needs roughly 92 beds for today's demand.

This is a useful floor, but the method is inherently backward-looking. It does not incorporate the County's demographic growth, nor does it price in the risk of a return to peak-era booking behavior. Little's Law addresses both.

3. Bed-as-Inventory (Little's Law)

Little's Law treats the jail like an inventory system — the relationship between how many people flow in and how long they stay:

$$ADP = (ADM \div 365) \times ALOS$$

- ADP is average daily population.
- ADM is annual admissions (bookings).
- ALOS is average length of stay, in days.

Little's Law is the primary method used for the bed projections. Admissions are derived from the population forecast and the selected admissions rate. Average length of stay is drawn from Payette County's own history.

Population Forecast

Payette County is a growth county. The county has added population in every census since 1980, with the sharpest gains in the 1990s and continued growth through 2020 (25,386 residents).

The County's own demographic report (McClure, 2024) presents Low, Mid, and High population forecasts. All three forecasts share a 19.0% rise for 2020–2030 before diverging: the Mid path holds the historical 13.2% per-decade average; the Low reduces it to 8%; the High increases it to 15%.

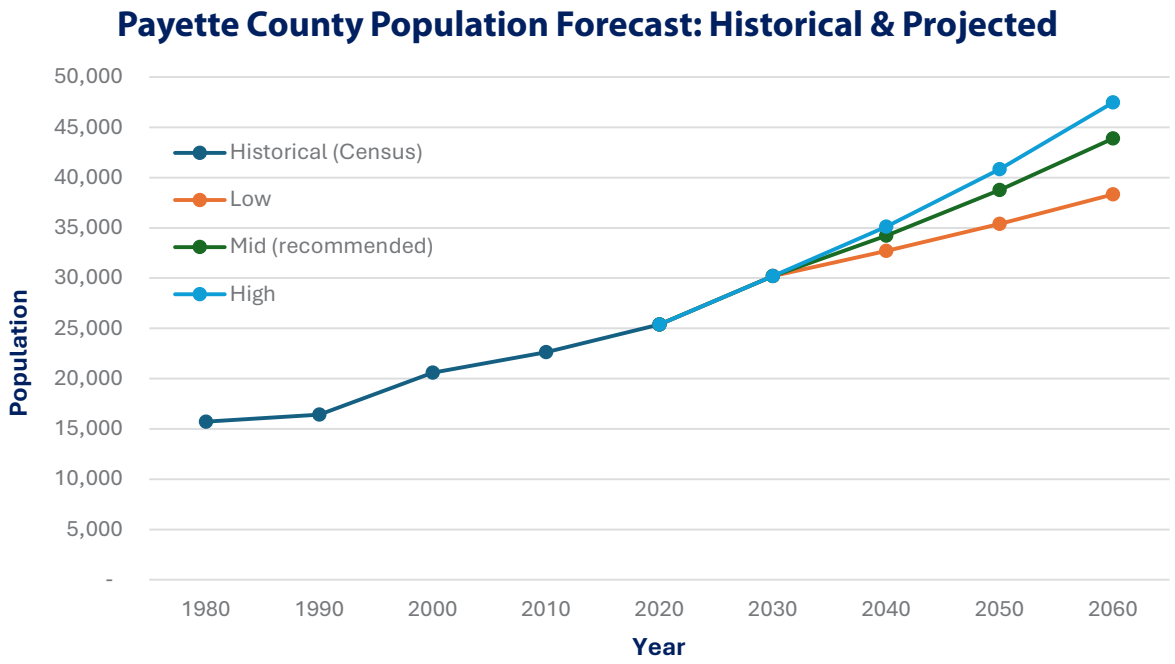


Figure 1. Payette County population, historical Census counts and Low/Mid/High forecast to 2060.

Year	Low	Mid (recommended)	High
2020 (U.S. Census)	25,386	25,386	25,386
2030	30,210	30,210	30,210
2040	32,702	34,213	35,119
2050	35,400	38,745	40,825
2060	38,320	43,879	47,459

Table 1. Payette County population forecast from McClure Demographic Report. The County report recommends planning for the Mid path.

Average Daily Population & Average Length of Stay

The most notable story in Payette's 16 years of records is the interplay between admissions and length of stay. Bookings have trended down over the reviewed period while the average stay has lengthened. Those two forces partly offset, which is likely why the jail's average daily population largely remained range-bound over the years.

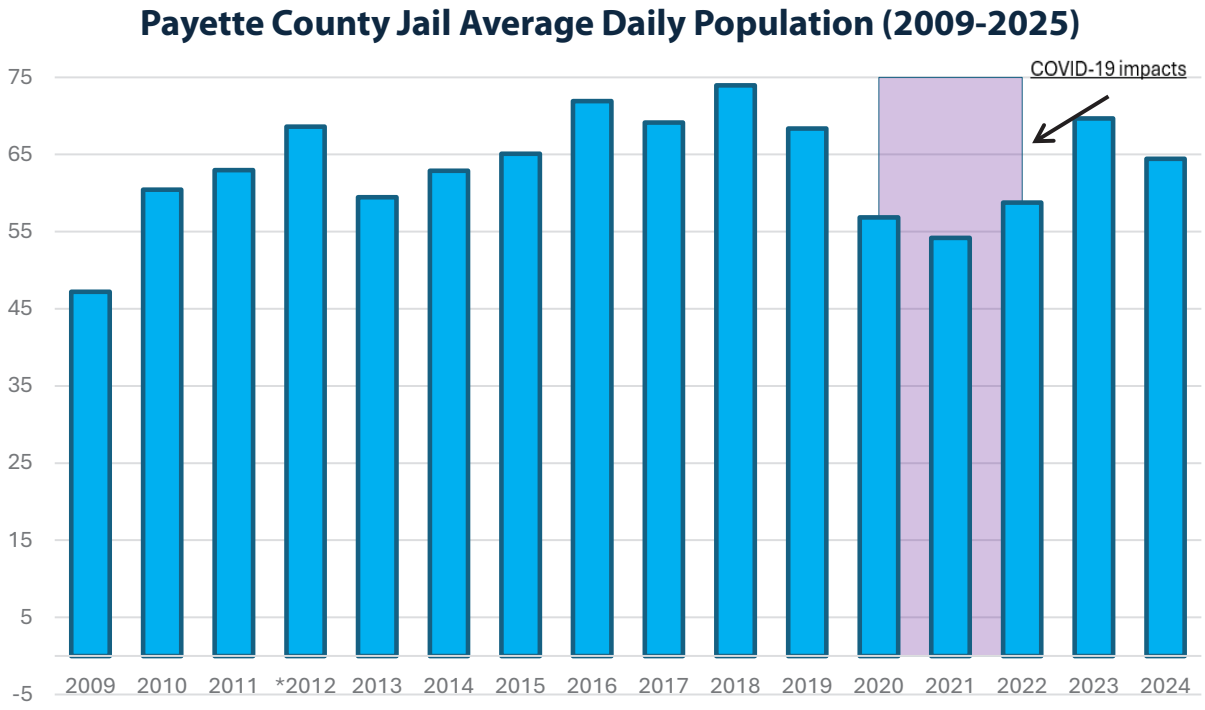


*Figure 2. Historical Average Daily Population, 2009–2024. *2012 is the first year ADP reaches jail capacity of 69.*

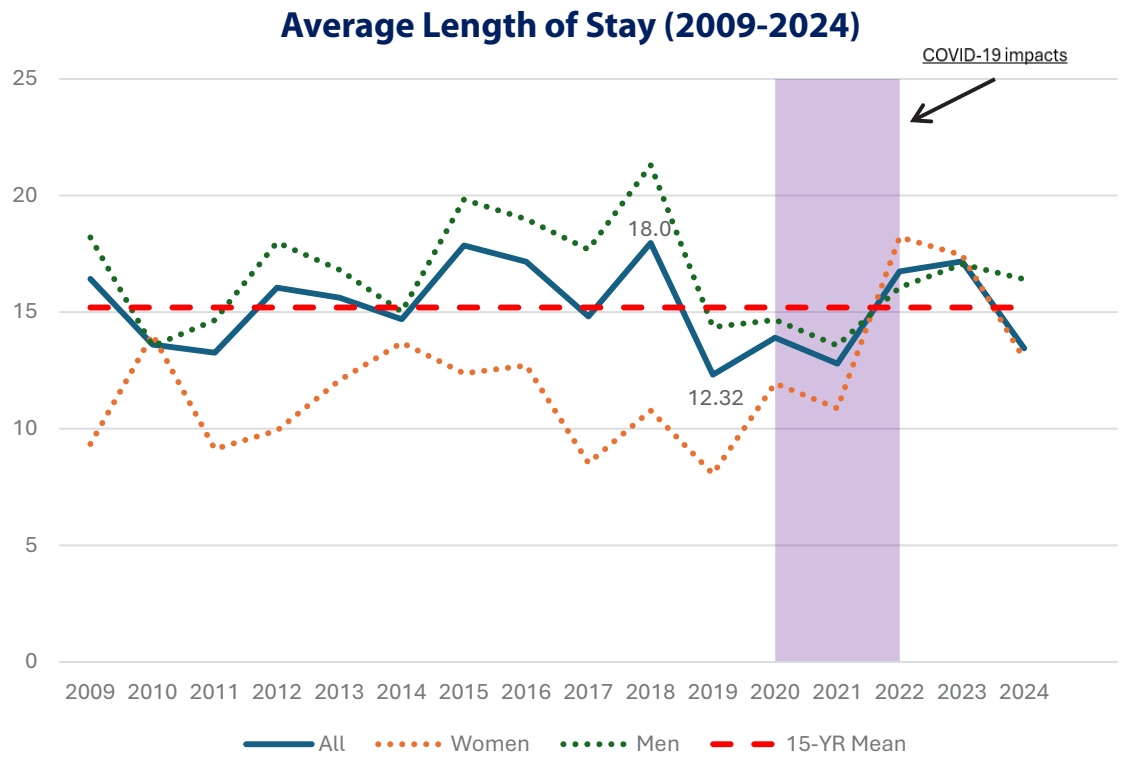


Figure 3. Average length of stay by year, with the 15-year mean (15.2 days). Men consistently stay longer than women

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Key data points from the records:

- 15-year mean ALOS: 15.2 days (men 16.6, women 12.0).
- ALOS range over the years: 12 days (low) to 18 days (high).
- ADP has cycled between the low-50s and mid-70s, with no runaway trend in either direction.
- Suggested planning length of stay: 18 days

Why 18 days?

The 15-year mean ALOS is 15.2 days, but the mean is a backward-looking average, and Payette's length of stay is not standing still. Over the recorded period, stays have lengthened while bookings declined; recent years sit at or near the high end of the historical range. Planning to the mean would size the jail for where the county has been on average, not where the trend line points.

The 18-day figure is the observed high of the County's ALOS range. Selecting it applies a plan-for-the-busy-year standard, because a jail must function in the hard year, not only the average one. We apply this same standard to the admissions rate.

Admissions Rate Analysis

Admissions rates are expressed per 100,000 residents so Payette can be compared across years and against other counties. The rate peaked in 2011 at 7,065 per 100,000, one year before ADP first reached rated capacity in 2012.

Because the facility was not yet capacity-constrained in 2011, that year reflects genuine booking demand rather than a suppressed rate. Rates have eased in the years since.

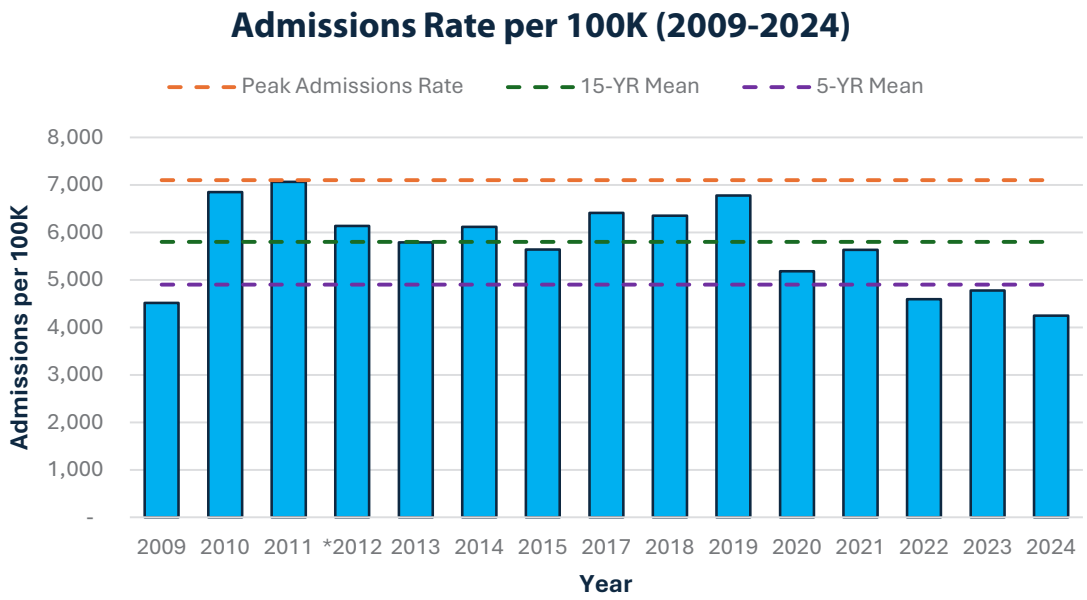


*Figure 4. Admissions rate per 100,000 residents, 2009–2024. 2016 is excluded due to a data collection error. *2012 is the first year ADP reaches jail capacity of 69.*

Benchmarks	Rate per 100K
5-Year (2020–2024)	4,886
10-Year (2015–2024)	5,512
15-Year (2010–2024)	5,826
Peak year (2011)	7,065
Suggested planning rate	7,100

Table 2. Admissions-rate benchmarks. Suggested planning rate rounds 2011 peak (7,065) to nearest hundred.

Why 7,100?

Consistent with the plan-for-the-busy-year standard established, we suggest an admissions rate at the peak-era value of ~7,100. While the 5-year rate has run under 4,900, choosing 7,100

sizes the facility for a possible return to peak booking conditions rather than for the current lull.

Several factors likely contribute to the lower admissions rate since 2012: pretrial release practices, prosecutorial charging decisions, diversion programming, and demographic shifts in the county's arrest-age population. None of these is guaranteed permanent — pretrial and diversion policies can shift with elected leadership, court rulings, and state statute. Past behavior remains the most reliable predictor of future behavior.

Even if admissions never return to the 2012 peak, sizing to that rate has the secondary benefit of preserving bed space should a higher population growth scenario come to pass.

Average Daily Population Projections by Scenario

With an admissions rate at 7,100, 18-day average length of stay, and the peaking and classification multiplier of 1.25, the County's bed need under all three of the county's population growth scenarios is projected below:

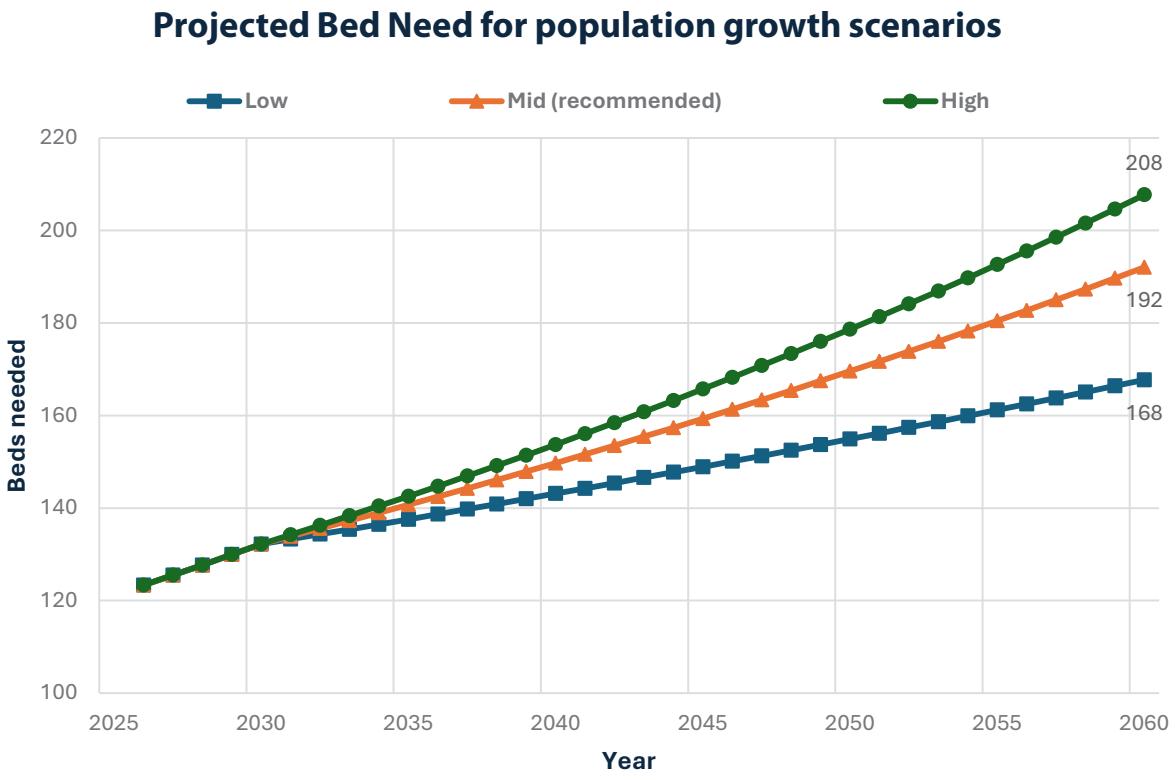


Figure 5. Projected bed need by scenario at ALOS 18 days.

Recommendation

Recommendation: Design a new facility with ~192 beds, using the mid population growth scenario, the peak admissions rate, and an 18-day average length of stay.

1. Payette is growing. Sizing to the Mid growth forecast matches the County's own recommended demographic path and avoids building to a decline that the data does not show.
2. The peak admissions rate protects against enforcement and sentencing swings the County cannot control.
1. The 80% operational-capacity rule means a jail is effectively full at 80% of its rated beds. The physical bed count should provide headroom above average daily population.

Factors Outside This Projection's Scope

- State sentencing law. If the Legislature shifts who counties must hold versus the state prison system, admissions and length of stay can move sharply.
- Court and prosecutor tendencies. Elected or appointed officials change charging and sentencing patterns, in either direction.
- Revenue from housing other agencies' inmates. Holding inmates for neighboring counties or the U.S. Marshals Service can offset construction cost — but consumes bed space. The County should decide deliberately how many beds, if any, to reserve for rental.

Methodology & Assumptions

- Method: NIC Jail Capacity Planning approach using Little's Law (ADP = ADM ÷ 365 × ALOS).
- Population: U.S. Census decennial counts (1980–2020) and Low/Mid/High trend forecasts to 2060 drawn from McClure (2024), *Payette County Demographic Report*.
- Admissions: 16-year booking record (2009–2024), expressed per 100,000 residents. 2016 excluded from averages due to potential data collection error.
- Peaking/classification factor: 1.25. Equivalent to the 80% operational-capacity rule, this multiplier accounts for classification separation, gender splits, medical and mental-health holds, and short-term population surges.
- Scenarios vary population only; the admissions rate is held at the selected planning value so scenario spread reflects demographic uncertainty alone.

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JAIL STAFFING ANALYSIS

JAIL STAFFING ANALYSIS SUMMARY

Operating the new Payette County Jail will require 31 full-time-equivalent (FTE) positions. This is an increase of 12 over the Sheriff's Office's current jail staff of 19.

Why Jail Staffing Is Different

The Payette County Jail — like county jails across the country, and unlike most other county operations — is a 24-hours-a-day, 7-days-a-week, 365-days-a-year public safety agency with fixed posts that must be always staffed. Understanding this demand is essential to evaluating the staffing plan for the new jail.

The jail's population adds to the challenge. Individuals typically enter jail directly from the street, and many arrive under the influence of drugs or alcohol or with injuries, medical conditions, or mental health needs; the staffing recommendation in this report reflects those realities. And because the jail must securely hold everyone from people charged with low-level offenses to those charged with violent felonies, its overall security level is essentially equivalent to that of a maximum-security prison.

At a minimum, enough staff must always be on duty to operate the facility's controls, complete required health and welfare checks, inspect cells and housing areas for security and safety problems, maintain the security of the building, and admit, detain, and release those in custody.

How the Staffing Need Was Calculated

The National Institute of Corrections (NIC) jail staffing method— the most widely used and accepted way for determining jail staffing levels — identifies the staffing pattern of a jail (its posts), develops a shift relief factor based on the net annual work hours for each category of employee, and combines the two to determine the number of staff required to properly operate the new facility.

A post is a workstation that must be filled for a set duration — some for 24 hours a day, every day of the year — regardless of how many staff happen to be available. A post is not the same as a person: no employee works 365 days a year, so keeping one post filled requires more than one employee.

The shift relief factor is the multiplier we use to bridge that gap. It compensates for round-the-clock operation, scheduled and unplanned days off, vacations, holidays, sick days, training, and other leave. Because the County establishes the number of holidays and the amount of sick and vacation leave allowed, this relief factor reflects Payette County's own personnel policies.

Each 24-hour post must be covered for 8,760 hours per year. A Payette County jail deputy on the current 12-hour schedule is scheduled for 2,190 hours per year, After subtracting an average of 263 hours for training, personal leave, holidays, and other leave, each deputy provides 1,927 productive hours. Dividing 8,760 by 1,927 shows that 4.55 full-time employees

are needed to keep a single 24-hour post filled — a shift relief factor of 2.28 for each 12-hour shift position.

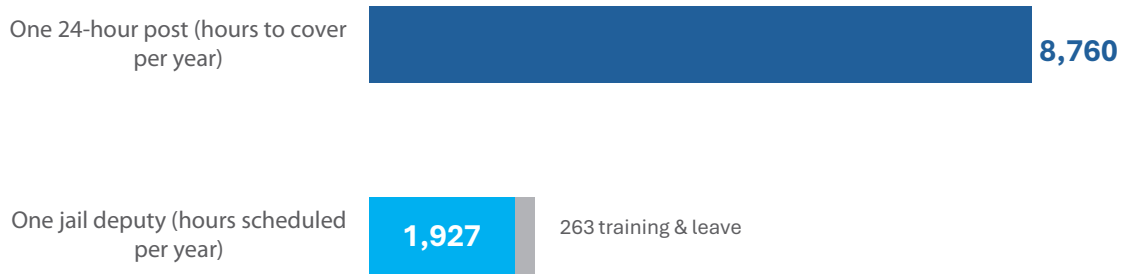


Figure 6. One 24-hour post requires 4.55 full-time staff.

Recommended Staffing

The new jail — approximately 192 housing beds, planned to open in spring 2028 — will require a minimum of four functions to be staffed around the clock: the control room, the intake/booking area, floor security in the housing units, and on-duty supervision. Applying the relief factor to each post produces a total requirement of 31.00 FTE positions (Table 3).

Post	Positions per Day	Relief Factor	Total Staff (FTE)
Jail Lieutenant / Administrator	1	1.00	1.00
Administrative Assistant	1	1.00	1.00
Sergeants	2	1.00	2.00
Intake / Floater	3	2.28	6.84
Control Room	2	2.28	4.56
Transport	1.5	1.00	1.50
Floor Security	5.5	2.28	12.54
Courthouse Security	2	1.00	2.00
Total Required Staffing			**31.00**
Less Current Staff			19.00
Additional Staff Needed			**12.00**

Table 3. Recommended staffing by post — new Payette County Jail.

Current staffing totals 19 FTE — jail command, administrative support, twelve jail deputies, courthouse security, and transport — with jail deputies working two 12-hour shifts supported by a designated relief shift. The recommended staffing for the new jail therefore represents an increase of 12 personnel (Figure 7).

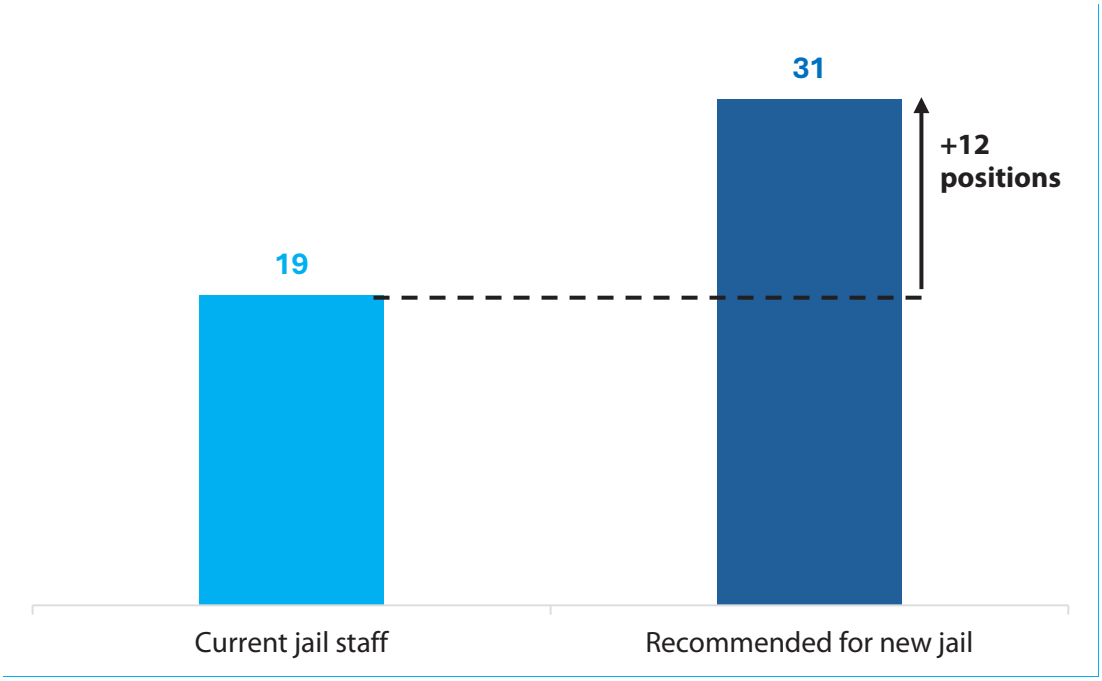


Figure 7. Current staffing vs. recommended staffing for the new jail.

The primary factors driving the increase in jail staff are:

1. The relief factor calculation
2. The requirement to keep jail deputies at their posts in the cell block, behavioral health, medical, and intake areas rather than pulling them away for other duties
3. Freeing supervisors from an operational post so they can oversee the whole facility
4. Maintaining appropriate supervision in the behavioral health unit
5. Ensuring all inmates receive a risk assessment upon admittance to the jail
6. Providing required transport staff to allow jail staff to remain on their assigned post
7. Allow the sheriff to better classify and manage inmates in the proposed jail.

A Shared Obligation

It is incumbent upon the Sheriff and jail deputies to ensure that all inmates and staff are protected while holding inmates responsible for their actions. Inmates should be returned to the community in no worse condition than when they were taken into custody.

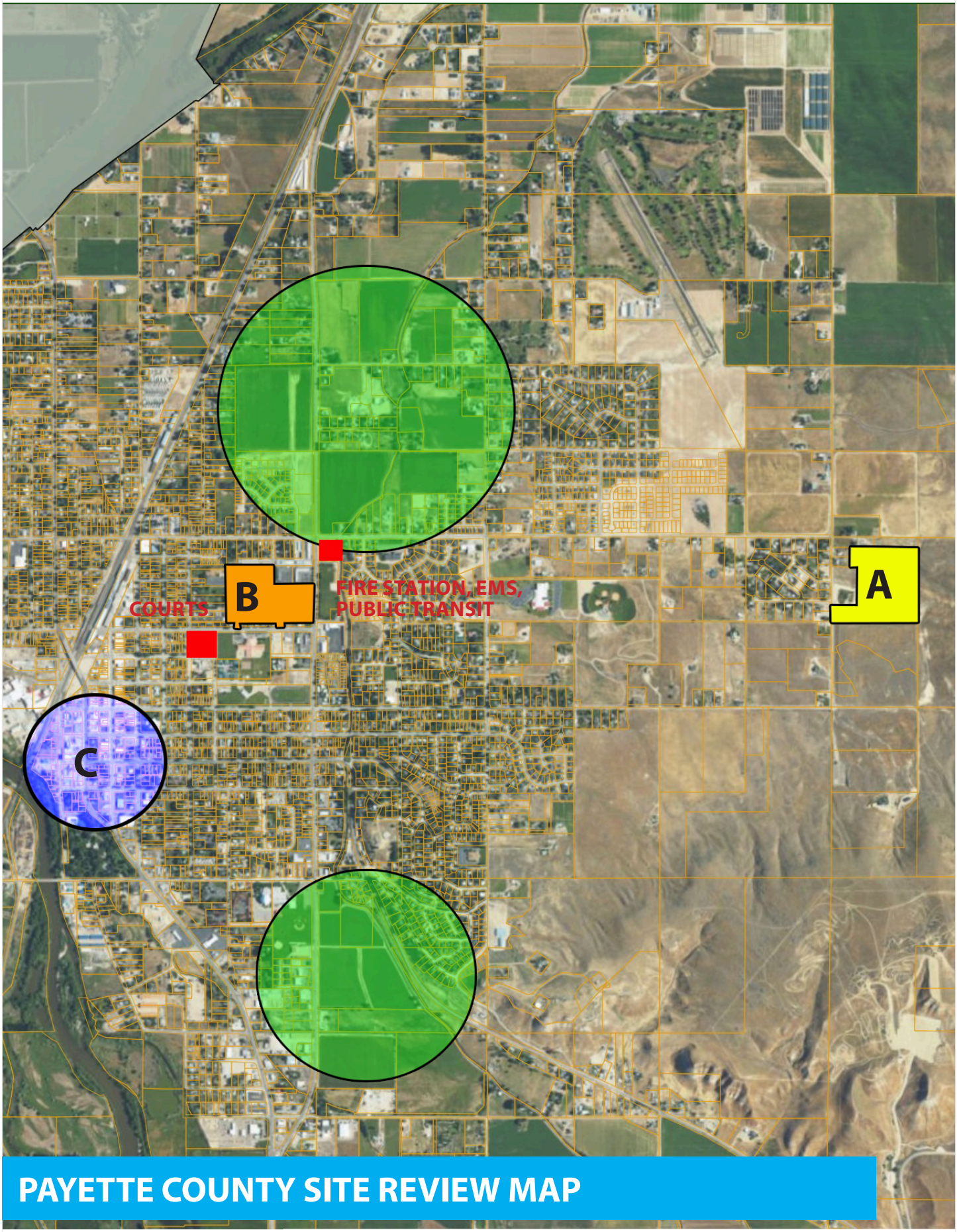
Jail facilities are rarely a popular subject, especially when weighed against competing demands for limited taxpayer resources. Nonetheless, operating a safe and secure jail is an essential government function — and it must be given the full measure of attention, and funding, required to carry it out appropriately.

See Appendix for full Jail Staffing Analysis.

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SITE REVIEW / MEP REVIEW OF EXISTING

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PAYETTE COUNTY SITE REVIEW MAP

SITE REVIEW

Selecting a site for a new jail is one of the most consequential and visible decisions a county can make when planning a new public safety facility. While economics, infrastructure, site capacity, and development feasibility provide objective measures for comparing available properties, site selection also carries meaningful community impacts. Visibility, neighborhood character, adjacent land uses, traffic patterns, and the long-term relationship between the facility and its neighbors must be considered with care. The project team, in coordination wtih the Sheriff and his staff, conducted a preliminary review of multiple potential sites before narrowing the evaluation to three locations for more detailed study.

In general, the areas shown in green offered sufficient acreage to support a new jail facility, including an assumed minimum of approximately 8 acres for the initial facility and approximately 17 acres to allow for future growth or the development of a broader county campus. However, many of these areas were already being developed or were planned for residential or commercial growth. To preserve those development pathways where they may provide a greater long-term benefit to the County, those sites were removed from the full evaluation.

The three sites that advanced for detailed study each presented distinct opportunities, benefits, costs, and constraints for the County to consider. The full scoring matrix comparing each site is attached, found on pages 67-69. While any of the three sites could potentially support a future jail facility, Site B received the highest overall score due largely to its location, access to utilities and services, and general site conditions. Significant development hurdles—such as major infrastructure improvements, utility extensions, right-of-way issues, and parcel acquisition—substantially affected the viability of Sites A and C. For example, the estimated $20 million to $30 million investment in roads and utilities required to make Site A usable represents a major financial hurdle. Similarly, the utility limitations, right-of-way needs, parcel acquisition requirements, and complications associated with more heavily developed and actively used properties in Site C negatively affected its score.

The attached site evaluation worksheets provide a structured and transparent comparison of the three finalist sites. Each worksheet evaluates the same criteria, including property ownership, site size, future expansion potential, physical site conditions, utilities, surrounding neighbors, road access, proximity to key county and emergency services, and other environmental or development considerations. Individual categories are scored on a common scale and then adjusted by an importance factor that reflects the relative weight of each issue in the overall site selection process. This approach allows the County to compare both measurable conditions—such as acreage, distance, utility availability, and estimated infrastructure cost—and more qualitative considerations, such as neighborhood compatibility, buffering opportunities, development difficulty, and long-term civic value.

The scoring results should be read as a decision-support tool rather than as a purely mathematical determination. Site B received the highest weighted score, with an average score of approximately 61.2, followed by Site C at approximately 53.3 and Site A at approximately 46.6. Site B performed particularly well because it offers adequate acreage, strong proximity to the courthouse and emergency services, available utilities, limited off-site infrastructure requirements, and multiple points of access. Site C benefited from its urban location and proximity to existing civic uses, but its score was reduced by parcel acquisition requirements, right-of-way vacations, utility relocations, and limited long-term expansion capacity. Site A offered substantial acreage and long-term growth potential, but its overall score was significantly affected by the need for major utility extensions, road construction, and related infrastructure investment.

Because a jail facility has a lasting relationship with its surrounding community, the worksheets also recognize that technical feasibility alone is not sufficient. The evaluation considers how each site relates to nearby neighbors, whether natural or constructed buffering is available, how traffic and emergency access may function, and whether the facility could limit or support future development patterns. These factors are especially important because the County's preferred site should be functional and cost-effective while also acknowledging the concerns of adjacent

property owners and reducing avoidable impacts wherever possible.

One important consideration in the evaluation is the weighting applied to individual scoring categories. These weightings may vary by location and by county priorities, and they reflect both precedent from similar facility planning efforts and input from the County regarding which considerations should carry the greatest importance. As a result, the scoring provides a consistent framework for comparison while still allowing the County to consider local priorities, community context, and long-term operational needs.

Based on this evaluation, Site B emerged as the most advantageous location for a new jail facility. It offers adequate land area to support the initial project while reducing the risk of becoming landlocked as facility needs grow over the coming decades. The site also appears capable of accommodating a future jail expansion, additional county services, or potential commercial development opportunities if the County chooses to pursue them in the future. Just as importantly, the selection of any preferred site should continue to be paired with thoughtful communication, careful planning, and appropriate mitigation strategies so that nearby property owners and neighbors understand the County's goals and have an opportunity to see how potential impacts will be addressed.

Engineering Due-Diligence Support and Transition to Site Scoring.

To support the County's site selection process, Elevatus engaged HECO Engineers to provide an independent engineering review of the three finalist locations. HECO's work included a desktop due-diligence review of zoning context, adjacent land uses, access conditions, utility availability, drainage and floodplain considerations, environmental and geotechnical indicators, and other site constraints for Sites A, B, and C. HECO also prepared a planning-level rough order of magnitude cost opinion for the off-site road and utility improvements required to make Site A serviceable, and provided a condition opinion regarding the existing Payette County Jail HVAC systems. This engineering input was not intended to replace final design, survey, geotechnical investigation, or entitlement review; rather, it provided a practical technical baseline for understanding the relative feasibility, cost exposure, and development risks associated with each site. Those findings informed the scoring that follows by helping distinguish between sites that may appear comparable in acreage or location, but differ substantially in infrastructure readiness, entitlement complexity, utility service, and long-term implementation risk.

July 6, 2026

Mr. Cory D. Miller, AIA
Elevatus Architecture
111 E Wayne Street, Suite 555
Fort Wayne, IN 46802

Subject: Payette County Jail Study – Engineering Support
Site Due-Diligence Review – Sites A, B & C, with ROM (Site A)
HECO File No. PRB26-0352

Dear Cory:

In support of the Jail Study being prepared by Elevatus Architecture for Payette County, Idaho, HECO Engineers has completed a desktop due-diligence review of the three short-listed sites identified in the Site Evaluation Worksheets. This letter addresses Task 1 of our scope — identifying zoning, adjacencies, utility availability, and notable site constraints — for Sites A, B, and C, and Task 2 — a rough order of magnitude (ROM) cost opinion for the County-owned site east of Payette (Site A) to upgrade the access roads and extend gas, electric, water, and sewer to the facility. Our opinion of the existing jail HVAC systems condition (Task 3) is provided near the end of this letter.

This review was performed at the desktop level included in our scope, drawing on the Owner-provided Site Evaluation Worksheets (Elevatus Architecture, June 15, 2026); the City of Payette Zoning Map (HECO Engineers, rev. October 2024); the Payette Area Proposed County Comprehensive Plan map (May 21, 2026); the preliminary FEMA flood-hazard mapping for the Payette County map update (as of June 30, 2025); the City of Payette Construction Standards (February 2024); the City of Payette 2020 Water Master Plan (HECO, Sept. 2020), including Figure 2 (Water Pressure Zones) and Figure 4 (Expected System Growth); the City of Payette water and sanitary sewer maps; City and County GIS; the USDA NRCS Web Soil Survey; FEMA Flood Insurance Rate Maps; the National Wetland Inventory; and the applicable City (Title 17) and County (Title 8) zoning ordinances. No site visits, surveys, subsurface investigations, or condition assessments were performed, and information regarding underground utilities has not been independently field-verified. Items noted as “to be confirmed” require verification against City/County records in a subsequent phase.

Applicable design standards: All sites are within or directly adjacent to the City of Payette, and public improvements (streets, water, sanitary sewer, storm drainage, and pressurized irrigation) will be designed to meet the City of Payette Construction Standards, which adopt the current edition of the Idaho Standards for Public Works Construction (ISPWC); traffic-control devices per the current MUTCD; and State/Federal erosion-control requirements (an erosion-control plan and an EPA Notice of Intent are required for any site one acre or larger). Off-site improvements serving Site A will also be coordinated with Payette County (Title 6) and Payette County Road & Bridge standards as applicable.

Site A – Payette Heights Road

Location & Parcel: County-owned ground approximately two to three miles east of downtown Payette, on elevated terrain in the Payette Heights Road corridor and near the County's larger eastern landholding that also contains the Clay Peak Landfill. Approximately 26.75 acres are available for Phase I and overall; presently undeveloped, hilly, semi-arid rangeland. Parcel number and development limits to be confirmed.

Zoning: Per the Payette Area Proposed County Comprehensive Plan (May 2026), the City of Payette Area of Impact boundary runs to Payette Heights Road, placing Site A just outside the City impact area in unincorporated Payette County. This site is identified as future Residential Rural on the Proposed County Comprehensive Plan. Adjacent land use/zoning: Agricultural Preservation to the north; Industrial to the south; Agricultural Preservation directly to the east, with Agricultural Rangeland beyond (County); and, to the west, County Residential (County Zoning Map), with City A Residential at the southwest corner. The Clay Peak Landfill lies to the southeast with the old Payette County landfill located to the south. A jail/detention use will require Special Use authorization under Payette County Title 8 (Planning & Zoning Commission recommendation and Board of County Commissioners approval); dimensional standards for the Residential Rural district to be confirmed. The residential zoning/designation to the west makes buffering and land-use compatibility a consideration.

Adjacencies & Access: The old Payette County landfill is located directly to the south, while the current Clay Peak Landfill lies to the southeast approximately 0.9 miles; undeveloped county ground to the north, east, and south; residential to the west, where existing topography and new tree lines can provide buffering. Present access is a single point via Center Avenue and 7th Avenue extending east, and approximately 2.5 miles of new/upgraded road is required to reach current standards. Worksheet proximities: Courthouse 2.3 mi / 6 min; St. Luke's Hospital (Fruitland) 5.7 mi / 11 min; Fire Station 1.8 mi / 4 min; transit 1.8 mi / 4 min.

Soils & Drainage: Near-surface materials are expected to be silt/clay loams over deep, dry hardpan claystone (consistent with the nearby Clay Peak Landfill's documented "arid design"); borings are recommended. The elevated setting is well above the Payette River valley, so no FEMA Special Flood Hazard Area is anticipated (Zone X presumed); the ongoing FEMA FIRM update for Payette County is not expected to affect this site, but should be confirmed against the updated mapping. No wetlands identified. On-site storm water retention will be required.

Water: No public water is available at the site. City records (2020 Water Master Plan, Fig. 2) place the site in Pressure Zone 3. Per the Master Plan's expected system growth (Fig. 4), and subject to field verification, service would require a 10″ main extension along 7th Avenue N from the vicinity of Sandy Point Drive to Payette Heights Road, a 12″ main along Payette Heights Road, and a Zone 4 high-pressure backbone, with Zone 3 boosting/storage to be confirmed. Sizes, alignments, and capacities to be field-verified with the City. Size/capacity upon extension is expected to meet the facility need. (See ROM Cost Opinion.)

Sanitary Sewer: No public sanitary sewer is available at the site, which City records place within Collection Zone C. Subject to field verification, service would require an extension (on the order of a 10″ main) along 7th Avenue N from the vicinity of an existing connection near Sandy Point Drive to Payette Heights Road and then south to the site. Whether the site can be served by gravity or will require a lift station and force main is not yet determined and should be confirmed by survey and modeling. (See ROM Cost Opinion.)

Other Utilities: No public gas, electric, or storm service is available at the site; Idaho Power (electric, likely three-phase) and Intermountain Gas (distribution main) extensions would be required, and on-site storm water management would be provided. (See ROM Cost Opinion.)

Notable Constraints

- Off-site infrastructure is the dominant cost and schedule driver: ≈ 2.5 miles of street reconstruction/widening (7th Avenue N, Center Avenue, Payette Heights Road) plus water (Pressure Zone 3), sanitary sewer, gas, and electric extensions (see ROM below). Whether the sewer can be gravity-served or requires a lift station is a key open item.
- Significant earthwork/grading anticipated due to the hilly terrain.
- Landfill adjacency — coordinate setbacks to the old Payette County landfill with Idaho DEQ. This old landfill has been closed for decades and environmental remediation is not anticipated but currently unknown.
- Single access point limits emergency egress; access from 7th Avenue N and Center Avenue to Payette Heights Road anticipated.
- Confirm jurisdiction (per the adopted impact-area boundary), Special Use entitlement, ITD (US-95) and County Road & Bridge coordination, utility capacities/alignments with the City, and geotechnical conditions.

ROM Cost Opinion – Off-Site Roads & Utilities (Scope Task 2)

The following planning-level (AACE Class 5; expected accuracy on the order of –30% to +50%) cost opinion addresses upgrading the three roads serving the site to current standards and extending gas, electric, water, and sewer to the facility. The ROM cost opinion reflects professional judgment and assumptions as of the date issued and is not a design estimate or a construction-cost guarantee. Assumptions:

- ≈ 2.5 miles (≈ 13,200 LF) of road improvements across the three roads serving the site (Center Avenue, 7th Avenue, and Payette Heights Road), to current standards (City of Payette Construction Standards / ISPWC, with Payette County Title 6 coordination as applicable) — a paved two-lane section with shoulders and roadside drainage — including earthwork for the hilly terrain. Alignments and existing right-of-way to be confirmed.
- Wet and dry utility corridors generally follow the road alignment; ≈ 13,200 LF (≈ 2.5 miles) of extension assumed for each utility from the nearest existing point of connection.
- Water extension per the 2020 Water Master Plan (Fig. 4), to be field-verified: 10″ main on 7th Avenue N, 12″ main on Payette Heights Road, and a Zone 4 high-pressure backbone, with Zone 3 boosting/storage as required.
- Sanitary extension (on the order of a 10″ main) along 7th Avenue N and Payette Heights Road to the site; a lift station and force main are carried as a contingency pending the gravity-feasibility determination (Collection Zone C).
- The site is County-owned; land is excluded from this opinion, along with the jail building and on-site utilities, environmental remediation, major easement/ROW acquisition, and escalation beyond 2026.

Improvement	Assumed Qty	Unit Cost (range)	Extended (range)
Roadway improvements – 3 roads, two-lane to current standard, incl. earthwork (hilly)	13,200 LF	$550–$750 / LF	$7.3M – $9.9M
Water main extensions (10″ + 12″ + Zone 4 backbone)	13,200 LF	$200–$280 / LF	$2.6M – $3.7M
Water booster pump station + storage	Lump sum	—	$1.5M – $3.0M
Sanitary main / force main (10″)	13,200 LF	$150–$220 / LF	$2.0M – $2.9M
Sanitary lift station (contingency, if non-gravity)	Lump sum	—	$1.0M – $2.5M
Natural gas main extension	13,200 LF	$50–$90 / LF	$0.7M – $1.2M
Electric primary extension (3-phase, ≈ 2.5 mi)	Lump sum	—	$0.8M – $1.8M
Storm water conveyance / outlet allowance	Lump sum	—	$0.5M – $1.0M
Construction subtotal	**$16.4M – $26.0M**		
Engineering, survey, geotechnical, permitting & CM (≈ 20%)	**$3.3M – $5.2M**		
ROM TOTAL – Off-site roads & utilities (rounded)	**$20M – $31M**		

In our opinion, making Site A buildable requires on the order of $20 million to $31 million in off-site roads and utility extensions (exclusive of the jail facility and land). The wide range reflects the planning level of definition.

Site B – 16th and 3rd

Location & Parcel: In-city ground in the vicinity of 16th Street (US Highway 95) and 3rd Avenue North, Payette, near the existing Payette County Courthouse and Detention Facility (1130 3rd Avenue North). Approximately 22.19 acres available for Phase I and future growth; relatively flat and readily developable. Parcels and ownership to be confirmed.

Zoning: Within the City of Payette and zoned C Commercial. Permitted uses in the C Commercial district are listed in Payette Municipal Code (PMC) 17.32.020 and include “municipal facilities.” Whether a county detention facility/jail falls within the City’s definition of that use should be verified with the City: if it qualifies, the use may be permitted; if not, a Conditional Use Permit (and possibly a rezone or development agreement) under City Title 17 would be required. Adjacent zoning: B Residential to the west; predominantly C Commercial to the north and to the south (each with a small B Residential portion); and US Highway 95 to the east, with C Commercial and parks/open space beyond. Dimensional standards per the C Commercial district to be confirmed.

Adjacencies & Access: Limited direct neighbors; adjacent to Payette Primary School and the existing courthouse, supporting a consolidated civic/justice campus with access from 3rd Avenue North and potentially 16th Street / US-95 and no off-site road improvements anticipated; nearby school pick-up/drop-off congestion is a noted concern for emergency runs. Worksheet proximities: Courthouse 0.2 mi / 1 min; Hospital 4.3 mi / 8 min; Fire 0.5 mi / 2 min; transit 0.5 mi / 2 min.

Soils & Drainage: Typical Treasure Valley silt loams (USDA NRCS, desktop); borings recommended. Set back from the river, so no Special Flood Hazard Area is anticipated (Zone X presumed); the ongoing FEMA FIRM update is not expected to affect this site, but should be

confirmed against the updated mapping. No wetlands identified. On the flat ground, drainage is a noted concern — an engineered storm system with on-site retention will be required.

Utilities: All public utilities are available at/adjacent to the site with presumed capacity (City of Payette water and sewer; Idaho Power; Intermountain Gas), and no major off-site extensions are anticipated. Per City records (to be field-verified), existing 8″ City water mains reach the site from both the north and south and could be looped through the site, and an existing 8″ City sanitary sewer is available at the south along 3rd Avenue N; whether the site can be served entirely by gravity from those manholes is to be confirmed. Confirm main sizes, depths, and fire-flow capacity with the City for the facility demand.

Notable Constraints

- Confirm current zoning and the entitlement path (Conditional Use Permit, possible rezone/development agreement).
- Land acquisition and assembly/confirmation of ownership(s).
- Storm water management on flat ground with on-site retention.
- School-related traffic; design emergency access accordingly.
- Confirm utility capacity for the design bed count; provide buffering at adjacent residential.
- Verify any existing ITD approaches on US-95.

Site C – Unnamed Urban Site

Location & Parcel: A downtown Payette location consisting of an assemblage of approximately four city blocks, with direct access to 7th Street and surrounded by small manufacturing uses. Approximately 17.4 acres; urban and largely paved/developed. Blocks, parcels, and ownership to be confirmed.

Zoning: Within the City of Payette. The approximately four-block assemblage spans more than one zoning district — including Industrial and C-1 Commercial (Downtown), and possibly some C Commercial. Permitted uses are listed by district in the Payette Municipal Code: C-1 Downtown in PMC 17.34.020, Industrial in PMC 17.40.020, and C Commercial in PMC 17.32.020. Because the assemblage crosses districts, the detention use would need to be evaluated against each applicable district's permitted uses, and consolidating the blocks under a single district (rezone) and/or a Conditional Use Permit under City Title 17 may be required; downtown design standards may also apply. Adjacent zoning to be confirmed.

Adjacencies & Access: Limited direct neighbors and near the existing jail, with minimal new buffering needed; surrounded by small manufacturing. Direct access to 7th Street with multiple access points and no off-site road improvements anticipated; downtown traffic is lower concern for emergency runs. Worksheet proximities: Courthouse 0.8 mi / 3 min; Hospital 4.0 mi / 7 min; Fire 1.5 mi / 4 min; transit 1.5 mi / 4 min.

Soils & Drainage: Unknown urban soils with likely existing fill — borings and a Phase I Environmental Site Assessment are recommended. The site lies near the Payette River; FEMA is actively updating the Payette County Flood Insurance Rate Maps (open house June 2, 2026, with a 90-day appeal period). On the preliminary mapping (as of June 30, 2025), the Site C vicinity is shown as Zone X (0.2% annual-chance) — an Area of Moderate Flood Risk within the 500-year floodplain, but outside the high-risk Special Flood Hazard Area (1% annual-chance) that follows the river to the southwest. As mapped, this designation generally does not impose Special Flood Hazard Area development restrictions; however, the 0.2% annual-chance event

should be reflected in site grading and finished-floor elevations, and the flood zone confirmed against the adopted FIRM. Storm water on-site retention will be required for new improvements.

Utilities: All public utilities are available (City water and sewer; Idaho Power; Intermountain Gas); no off-site extensions are anticipated but capacities must be verified. Per City records (to be field-verified), existing 8″ and 10″ City water mains serve the area, and a City 20″ concrete sewer trunk main runs along S. 6th Street, flowing north and crossing under the railroad near 1st Avenue S. Multiple existing mains lie within the rights-of-way; rerouting or replacing these City utilities — particularly the 20″ trunk main — would be a major expense requiring extensive planning with the City, and would need to be coordinated with the Urban Renewal Agency's planned S. 6th Street water/street project.

Notable Constraints

- Right-of-way (street and alley) vacations required to assemble ≈ four downtown blocks — a City Council process with utility-relocation implications.
- Relocation of existing in-ROW utilities (water, sewer, gas, electric, communications), including the City 20″ concrete sewer trunk main on S. 6th Street — a major expense requiring extensive City planning, to be coordinated with the Urban Renewal Agency's planned S. 6th Street water/street project.
- Land acquisition and assembly of multiple parcels/owners; possible relocation of existing occupants.
- Unknown urban soils / possible fill / potential environmental conditions — Phase I ESA and borings recommended.
- Railroad proximity — coordination required if crossings or setbacks are affected.
- Preliminary FEMA mapping (June 30, 2025) shows the site as Zone X (0.2% annual-chance / moderate risk), outside the high-risk Special Flood Hazard Area; confirm against the adopted FIRM and reflect the 0.2% event in grading and finished-floor elevations.

Additional Information Recommended

The following items would confirm the assumptions above and support the next phase for the finalist site(s):

Property & Ownership

- Parcel numbers, legal descriptions, and addresses; confirmation of ownership/acquisition status.
- ALTA/boundary and topographic survey for each finalist site.

Jurisdiction & Entitlements

- Confirm jurisdiction per the adopted impact-area boundary: per the Proposed County Comprehensive Plan, Site A is expected to be unincorporated County (Title 8) while Sites B and C are within the City (Title 17); confirm upon County adoption of the comprehensive plan.
- Dimensional standards (setbacks, height, coverage, parking) for the governing district; Conditional/Special Use Permit requirements, fees, and timeline; any rezone/PUD/development-agreement or ROW-vacation process. Specifically verify with the City whether a jail qualifies as a permitted "municipal facility" in the C Commercial district

(Site B, PMC 17.32.020), and evaluate the detention use against each district crossed by the Site C assemblage (C-1 17.34.020; Industrial 17.40.020; C 17.32.020).

Environmental & Geotechnical

- Confirm the adopted FEMA FIRM following the active Payette County update (preliminary as of June 30, 2025; 90-day appeal period) — verify the Site C flood zone (shown preliminarily as Zone X, 0.2% annual-chance / moderate risk, outside the high-risk SFHA) and confirm Sites A and B remain unaffected.
- USDA soil units and geotechnical borings (Site A hardpan/slope; Site C urban fill); NWI review and field delineation where drainage exists.
- Phase I ESA — Site C (urban/manufacturing) and Site A (landfill adjacency) as priorities.

Utilities

- City water/sewer atlas (sizes, materials, depths, capacity, pressure zones) and field verification; Idaho Power and Intermountain Gas facilities and capacity; storm system and legal outlets; irrigation-district laterals/easements.
- Site A: confirm the Pressure Zone 3 boosting/storage approach and resolve gravity-vs-lift-station for the sanitary extension (Collection Zone C). Site B: confirm gravity service from the 3rd Avenue N sewer. Site C: coordinate with the City of Payette and Urban Renewal Agency S. 6th Street project and analyze rerouting/replacement of the City 20″ trunk main.

Site A – Roads & Off-Site (to refine the ROM)

- Identification/alignment and existing ROW of the three roads to be improved (Center Avenue, 7th Avenue, Payette Heights Road), and the County road standard (Title 6); corridor survey and confirmed extension lengths.
- Old landfill separation restrictions and DEQ requirements; ITD (US-95) access coordination.

Program & Traffic

- Confirmed facility program and design bed count to size demands, fire flow, and parking; traffic/emergency-access analysis (Site A single access; Site B school congestion); railroad coordination as applicable.

Design Standards & Permitting

- Confirm applicable City of Payette Construction Standards / ISPWC requirements (water, sewer, storm, pressurized irrigation, streets) and any Payette County (Title 6) standards for Site A off-site work; MUTCD traffic control and the State/Federal erosion-control / EPA Notice of Intent requirement for sites one acre or larger.

Existing HVAC Systems – Payette County Jail (Scope Task 3)

The existing heating, ventilation, and air conditioning (HVAC) system serving the Payette County Jail consists of nine (9) rooftop units (RTUs) providing conditioned air to the individual cell blocks, kitchen, and observation/control room areas. The facility and its HVAC equipment were originally constructed between 1999 and 2000, placing the equipment at approximately 25 to 26 years of age at the time of this report. This significantly exceeds the industry-standard expected service life for commercial rooftop HVAC equipment, which is generally recognized as 15 to 20 years. HECO Engineers has recent project experience within the existing building and offers the following condition opinion based on that experience. No additional site visits or

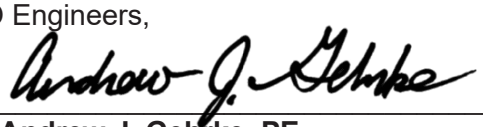
condition assessments were performed as part of this scope. The county's current capital replacement strategy for the jail HVAC is to replace RTU units on a failure-driven basis rather than through a planned programmatic replacement, which is consistent with a constrained maintenance budget but increases the risk of unplanned service interruptions within an occupied detention facility.

During the recent courthouse HVAC upgrade project, completed April 2025, work within the jail portion of the building was limited in scope. The courthouse exhaust fan serving the shared exhaust system was replaced, and the exhaust systems were reestablished and recommissioned as part of that effort. Within the jail proper, HVAC improvements were confined to the zone serving the administration areas; no modifications were made to the RTUs or air handling equipment serving the cell blocks or other secure areas of the jail. The kitchen HVAC systems were also excluded from the recent upgrade work and remain in their original 1999–2000 condition. As a result, the majority of the jail's HVAC infrastructure — including the cell block RTUs and kitchen equipment — continues to operate on original equipment that is now well beyond its expected service life. Replacement of these systems should be considered a near-term capital need and factored into any facility planning associated with a jail project.

Summary

In summary, each of the three sites was reviewed for zoning, adjacencies, utility availability, and notable constraints as described above. From an engineering standpoint, the principal differentiators are the substantial off-site road and utility investment required to serve Site A (quantified above), the readily available in-City utilities and the land-acquisition and entitlement considerations at Site B, and the right-of-way vacations and utility relocations associated with assembling Site C. We defer the comparative ranking of the sites to the overall Jail Study scoring being prepared by Elevatus Architecture. Separately, our condition opinion on the existing jail HVAC systems (above) identifies original 1999–2000 equipment that is well beyond its service life and a near-term capital replacement need to be factored into facility planning. The information above is correct and accurate to our knowledge given the available resources and the desktop level of effort included in our scope. These opinions reflect professional judgment and assumptions as of the date issued and are not final design estimates, construction-cost guarantees, or stamped engineering deliverables. Please contact us with any questions.

Sincerely,
HECO Engineers,

By: 

Andrew J. Gehrke, PE
HECO Engineers
208-642-3304 | andyg@hecoengineers.com

cc: File

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Site A - Payette Heights Road

Calcul

EVALUATIVE CONSIDERATIONS	Descriptive	Subjective	Technical	Requires Comparative Scoring	Notes	Description	Score Compilation (out of 20)	Importance Factor based on Historical	Score Compilation (out of 100)
								1-5	
1. Property Ownership	x								
a. Cost to Purchase	Est		x	x	*estimated purchase / assessed value, costs to be weighed by % of project cost. Typical purchase cost should be <3% of the project.*	no cost to purchase	20.00	4.00	80.00
b. Assessed Land Value				x	*Comparative to other "final" sites, only less than 20 if assessed value is >10% of the project cost*	N/A	19.99	4.00	79.98
c. Current Zoning					*all should get a 20 as all sites, existing zoning, and zoning requires special use authorization, BZA and Primary Development Plan Approval in County*	will require Special Use Authorization for a Jail	20.00	1.00	20.00
								1-5	
2. Property Size	Est		x						
a. Usable area and overall acreages	Est		x	x	*weighed in excess of 8 acre minimum, score not to exceed 20*	26.75 acres available for phase I	20	5.00	100.00
b. Available for Future Growth - 3000 Beds				x	*weighed in excess of 20 acre developable, score not to exceed 20*	26.75 acres available overall	20.00	4.00	80.00
c. Available for Future Growth - Justice Campus				x	*Same score as 2b, but added subjective factor of "civic" location for future judicial facilities and public access*	Possible, but not a "good" civic center location for courts, etc	5.00	3.00	15.00
								1-5	
3. Site Readiness / Physical Characteristics									
a. Topography / Drainage	Est		x	x	*20 x % of land develop-able with topography or drainage concerns*	good drainage, not a lot of topography	18	3.00	54.00
b. Wetlands	Est		x	x	*20 x % of land develop-able outside of defined or described wetland concerns*	No major concerns unveiled at this time	20	2.00	40.00
c. Soils Characteristics	Est		x	x	*20 x % of land on generally suitable soils (based on USGS mapping, not soil borings)*	No major concerns unveiled at this time	20	3.00	60.00
d. Flood Plain	Est		x	x	*20 x % of land develop-able outside of flood plane*	No major concerns unveiled at this time	20	4.00	80.00
e. General Site Conditions	Est		x	x	*20 x subjective factor and rankings by Design Team*	Hilly, lots of earthwork needed to ready the site	10	3.00	30.00
								1-5	
4. Prior Uses	x		x		*20 unless reason to discount score due to any hazardous prior uses*	N/A	**	2.00	
								1-5	
5. Environmental Concerns	x				*20 unless environmental (existing, or disrupting current ecological conditions)*	N/A	**	2.00	
								1-5	
6. Utilities									
a. Proximity to Site	x			x	*graded based on accessibility of utilities - availability of gas, electricity, water, sanitary, storm*	No water, gas or sewer at site	2.50	4.00	10.00
b. Size/Capacity	x			x	*graded based size of available of utilities - gas, electricity, water, sanitary, storm*	Size and capacity upon exensions would meet need	5.00	5.00	25.00
c. Development Difficulty			x	x	*graded based on extent of improvements needed*	Hilly development	10.00	4.00	40.00
d. Cost to extend Utilities from Off-site				x	*Technical score - perfect if utilities are at the site, inverse scoring based on cost if not 0 if >5% of project cost 20 if 0%*	need to extend utilities and street construction (> $20MM)	6.00	5.00	30.00
								1-5	
7. Neighbors and Proximity	x	x		x	*General Description*	Residential Neighbors to west and adj	15	4.00	60.00
a. Any natural buffering?	x				*review for natural buffers, opportunity to add additional if needed*	Existing topography and new treelines avail	15	4.00	60.00
b. Any sources of Excessive Noise?	x	x							-
i. Manufacturing/Industrial					*comparative grading*	n/a	20	2.00	40.00
ii. Airport Flight Path					*comparative grading*	No	20	1.00	20.00
III. Other						none	20	1.00	20.00
c. Sources for foul odors or polluted air	x	x			*comparative grading*	not a major concern	20	2.00	40.00
d. Hindering Future Development w Jail		x		x	*scale 0-20 based on hindering future development to having no impact on future development (higher number= no hinderance)*	Very Little, as the site is next to landfill	15	4.00	60.00
								1-5	
8. Road Access	x	x							
a. Volume of Traffic		x	x	x	*traffic as an impediment to emergency runs*	Major residential areas impacting emergency egress and access to thouroughfares	10	3.00	30.00
b. Access to Major Thoroughfares				x	*quick access to get to other areas of the county*	Direct access via Center and 7th Ave	15	4.00	60.00
c. Road Infrastructure Improvements Needed?	x		x	x	*Road improvements needed or not to allow, and compare by cost to make improvements*	2.5 miles of new road construction needed	5	3.00	15.00
c. Other Notes					*general comparison - multiple access points to site for emergencies*	Single Road access point to site	10	3.00	30.00
								1-5	
9. Proximity to	x	x							
a. Courthouse	x	x		x	*miles and travel time comparison*	2.3 mi / 6 minutes	17.9	4.00	71.60
b. Hospital - St Lukes in Fruitland, ID	x	x		x	*miles and travel time comparison*	5.7 mi / 11 minutes	18.3	3.00	54.90
c. Fire Station - 600 N 16th St	x	x		x	*miles and travel time comparison*	1.8 mi / 4 minutes	18.7	3.00	56.10
d. Public Transportation SRT stop 17	x	x		x	*distance to or access to public transportation*	1.8 mi / 4 minutes	18.7	2.00	37.40
								1-5	
11. Natural Resources - any environmental concerns	x	x	x		*comparative review*	N/A	**	1.00	
								1-5	
12. Green Building Considerations for the Site	x		x		*x*	N/A	**	1.00	
13. Comments		x							
					** Indicates a scoring category that all sites scored the same - thus no benefit of adding a score.	Total			1,398.98
						Ave			**46.63**

Site B - 16th and 3rd

Calcul

EVALUATIVE CONSIDERATIONS	Descriptive	Subjective	Technical	Requires Comparative Scoring	Notes	Description	Score Compilation (out of 20)	Importance Factor based on Historical	Score Compilation (out of 100)
								1-5	
1. Property Ownership	x							0.00	
a. Cost to Purchase	Est		x	x	*estimated purchase / assessed value, costs to be weighed by % of project cost. Typical purchase cost should be <3% of the project.*	3.2MM purchase cost	18.72	4.00	74.88
b. Assessed Land Value				x	*Comparative to other "final" sites, only less than 20 if assessed value is >10% of the project cost*	N/A	19.99	4.00	79.98
c. Current Zoning					*all should get a 20 as all sites, existing zoning, and zoning requires special use authorization, BZA and Primary Development Plan Approval in County*	will require Special Use Authorization for a Jail	20.00	1.00	20.00
								1-5	
2. Property Size	Est		x					0.00	
a. Usable area and overall acreages	Est		x	x	*weighed in excess of 8 acre minimum, score not to exceed 20*	22.19 acres available for phase I	20	5.00	100.00
b. Available for Future Growth - 3000 Beds				x	*weighed in excess of 20 acre developable, score not to exceed 20*	22.19 acres available for future development	20.00	4.00	80.00
c. Available for Future Growth - Justice Campus				x	*Same score as 2b, but added subjective factor of "civic" location for future judicial facilities and public access*	Adjacent to existing courthouse, could be civic campus with access from 3rd or 16th	18.00	3.00	54.00
								1-5	
3. Site Readiness / Physical Characteristics								0.00	
a. Topography / Drainage	Est		x	x	*20 x % of land develop-able with topography or drainage concerns*	Flat land, drainange could be a concern	18	3.00	54.00
b. Wetlands	Est		x	x	*20 x % of land develop-able outside of defined or described wetland concerns*	No major concerns unveiled at this time	20	2.00	40.00
c. Soils Characteristics	Est		x	x	*20 x % of land on generally suitable soils (based on USGS mapping, not soil borings)*	No major concerns unveiled at this time	20	3.00	60.00
d. Flood Plain	Est		x	x	*20 x % of land develop-able outside of flood plane*	No major concerns unveiled at this time	20	4.00	80.00
e. General Site Conditions	Est		x	x	*20 x subjective factor and rankings by Design Team*	Easy development potential	20	3.00	60.00
								1-5	
4. Prior Uses	x		x		*20 unless reason to discount score due to any hazardous prior uses*	N/A	**	2.00	
								1-5	
5. Environmental Concerns	x				*20 unless environmental (existing, or disrupting current ecological conditions)*	N/A	**	2.00	
								1-5	
6. Utilities								0.00	
a. Proximity to Site	x			x	*graded based on accessibility of utilities - availability of gas, electricity, water, sanitary, storm*	All utilities available with capacity	20.00	4.00	80.00
b. Size/Capacity	x			x	*graded based size of available of utilities - gas, electricity, water, sanitary, storm*	size and capacity upon exensions would meet need	20.00	5.00	100.00
c. Development Difficulty			x	x	*graded based on extent of improvements needed*	Flat land, drainage concern	15.00	4.00	60.00
d. Cost to extend Utilities from Off-site				x	*technical score - perfect if utilities are at the site, inverse scoring based on cost if not 0 if >5% of project cost 20 if 0%*	No utilities concern	20.00	5.00	100.00
								1-5	
7. Neighbors and Proximity	x	x		x	*General Description*	Limited Direct neighbors, but already near jail	17.5	4.00	70.00
a. Any natural buffering?	x				*review for natural buffers, opportunity to add additional if needed*	New treelines needed at residential	15	4.00	60.00
b. Any sources of Excessive Noise?	x	x						0.00	-
i. Manufacturing/Industrial					*comparative grading*	n/a	20	2.00	40.00
ii. Airport Flight Path					*comparative grading*	No	20	1.00	20.00
III. Other						none	20	1.00	20.00
c. Sources for foul odors or polluted air	x	x			*comparative grading*	not a major concern	20	2.00	40.00
d. Hindering Future Development w Jail		x		x	*scale 0-20 based on hindering future development to having no impact on future development (higher number= no hinderance)*	Very Little, as the site is next to landfill	15	4.00	60.00
								1-5	
8. Road Access	x	x						0.00	
a. Volume of Traffic		x	x	x	*traffic as an impediment to emergency runs*	School pickup/dropoff congestion concerns	15	3.00	45.00
b. Access to Major Thoroughfares				x	*quick access to get to other areas of the county*	Direct Access to 16th st	20	4.00	80.00
c. Road Infrastructure Improvements Needed?	x		x	x	*No road improvements needed*	No new road infrastructure off site needed	20	3.00	60.00
c. Other Notes					*general comparison - multiple access points to site for emergencies*	Three Access points to site	20	3.00	60.00
								1-5	
9. Proximity to	x	x						0.00	
a. Courthouse	x	x		x	*miles and travel time comparison*	0.2 mi /1 minute	20	4.00	80.00
b. Hospital - St Lukes in Fruitland, ID	x	x		x	*miles and travel time comparison*	4.3 mi / 8 minutes	19.7	3.00	59.10
c. Fire Station - 600 N 16th St	x	x		x	*miles and travel time comparison*	0.5 mi / 2 minutes	20	3.00	60.00
d. Public Transportation SRT stop 17	x	x		x	*distance to or access to public transportation*	0.5 mi / 2 minutes	20	2.00	40.00
								1-5	
11. Natural Resources - any environmental concerns	x	x	x		*comparative review*	N/A	**	1.00	
								1-5	
12. Green Building Considerations for the Site	x		x		*x*	N/A	**	1.00	
								0-Jan	
13. Comments		x							
					** Indicates a scoring category that all sites scored the same - thus no benefit of adding a score.	Total			1,836.96
						Ave			**61.23**

Site C - Unnamed Urban Location

Calcul

EVALUATIVE CONSIDERATIONS	Descriptive	Subjective	Technical	Requires Comparative Scoring	Notes	Description	Score Compilation (out of 20)	Importance Factor based on Historical	Score Compilation (out of 100)
								1-5	
1. Property Ownership	x							0.00	
a. Cost to Purchase	Est		x	x	*estimated purchase / assessed value, costs to be weighed by % of project cost. Typical purchase cost should be <3% of the project.*	4.0 Estimated Acquisition of 4 city blocks	17.00	4.00	68.00
b. Assessed Land Value				x	*Comparative to other "final" sites, only less than 20 if assessed value is >10% of the project cost*	N/A	17.00	4.00	68.00
c. Current Zoning					*all should get a 20 as all sites, existing zoning, and zoning requires special use authorization, BZA and Primary Development Plan Approval in County*	will require Special Use Authorization for a Jail	20.00	1.00	20.00
								1-5	
2. Property Size	Est		x					0.00	
a. Usable area and overall acreages	Est		x	x	*weighed in excess of 8 acre minimum, score not to exceed 20*	13.0 acres available for phase I	20	5.00	100.00
b. Available for Future Growth - 3000 Beds				x	*weighed in excess of 20 acre developable, score not to exceed 20*	13.0 acres available for future development	13.00	4.00	52.00
c. Available for Future Growth - Justice Campus				x	*Same score as 2b, but added subjective factor of "civic" location for future judicial facilities and public access*	Downtown location allows for future civic feel	18.00	3.00	54.00
								1-5	
3. Site Readiness / Physical Characteristics								0.00	
a. Topography / Drainage	Est		x	x	*20 x % of land develop-able with topography or drainage concerns*	Urban - paved, no known issues	20	3.00	60.00
b. Wetlands	Est		x	x	*20 x % of land develop-able outside of defined or described wetland concerns*	No major concerns unveiled at this time	20	2.00	40.00
c. Soils Characteristics	Est		x	x	*20 x % of land on generally suitable soils (based on USGS mapping, not soil borings)*	unknown soils in developed area	10	3.00	30.00
d. Flood Plain	Est		x	x	*20 x % of land develop-able outside of flood plane*	No major concerns unveiled at this time	20	4.00	80.00
e. General Site Conditions	Est		x	x	*20 x subjective factor and rankings by Design Team*	Multiple utilities in ROW that need relocated to develop site	10	3.00	30.00
								1-5	
4. Prior Uses	x		x		*20 unless reason to discount score due to any hazardous prior uses*	N/A	**	2.00	
								1-5	
5. Environmental Concerns	x				*20 unless environmental (existing, or disrupting current ecological conditions)*	N/A	**	2.00	
								1-5	
6. Utilities								0.00	
a. Proximity to Site	x			x	*graded based on accessibility of utilities - availability of gas, electricity, water, sanitary, storm*	All utilities available with capacity	20.00	4.00	80.00
b. Size/Capacity	x			x	*graded based size of available of utilities - gas, electricity, water, sanitary, storm*	size and capacity upon exensions would meet need	20.00	5.00	100.00
c. Development Difficulty			x	x	*graded based on extent of improvements needed*	ROW vacations, utlity relocation	5.00	4.00	20.00
d. Cost to extend Utilities from Off-site				x	*technical score - perfect if utilities are at the site, inverse scoring based on cost if not 0 if >5% of project cost 20 if 0%*	No extensions needed, but relocation required	5.00	5.00	25.00
								1-5	
7. Neighbors and Proximity	x	x		x	*General Description*	Limited Direct neighbors, but already near jail	17.5	4.00	70.00
a. Any natural buffering?	x				*review for natural buffers, opportunity to add additional if needed*	New buffering needed, minimal	17.5	4.00	70.00
b. Any sources of Excessive Noise?	x	x						0.00	-
i. Manufacturing/Industrial					*comparative grading*	n/a	17	2.00	34.00
ii. Airport Flight Path					*comparative grading*	No	20	1.00	20.00
III. Other						none	20	1.00	20.00
c. Sources for foul odors or polluted air	x	x			*comparative grading*	surrounded by small mfg	17.5	2.00	35.00
d. Hindering Future Development w Jail		x		x	*scale 0-20 based on hindering future development to having no impact on future development (higher number= no hinderance)*	ROW vacations, utility relocation	10	4.00	40.00
								1-5	
8. Road Access	x	x						0.00	
a. Volume of Traffic		x	x	x	*traffic as an impediment to emergency runs*	Downtown traffic not a concern	17.5	3.00	52.50
b. Access to Major Thoroughfares				x	*quick access to get to other areas of the county*	Direct Access to 7th Street	20	4.00	80.00
c. Road Infrastructure Improvements Needed?	x		x	x	*No road improvements needed*	No new road infrastructure off site needed	20	3.00	60.00
c. Other Notes					*general comparison - multiple access points to site for emergencies*	Three Access points to site	20	3.00	60.00
								1-5	
9. Proximity to	x	x						0.00	
a. Courthouse	x	x		x	*miles and travel time comparison*	0.8 mi / 3 minutes	19.4	4.00	77.60
b. Hospital - St Lukes in Fruitland, ID	x	x		x	*miles and travel time comparison*	4.0 mi / 7 minutes	19.7	3.00	59.10
c. Fire Station - 600 N 16th St	x	x		x	*miles and travel time comparison*	1.5 mi / 4 minutes	19	3.00	57.00
d. Public Transportation SRT stop 17	x	x		x	*distance to or access to public transportation*	1.5 mi / 4 minutes	19	2.00	38.00
								1-5	
11. Natural Resources - any environmental concerns	x	x	x		*comparative review*	N/A	**	1.00	
								1-5	
12. Green Building Considerations for the Site	x		x		*x*	N/A	**	1.00	
13. Comments		x							
					** Indicates a scoring category that all sites scored the same - thus no benefit of adding a score.	Total			1,600.20
						Ave			**53.34**

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PROGRAM OF SPACES

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Payette County, Idaho Jail

05.30.2025

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
A	**Administration**							Administrative and other non-secured spaces
	Lobby							
A1	Public Entrance Vestibule	1	144			144		provide access to 2 non-contact visitation booths
A2	Lobby Entry/Security Station	1	150			150		metal detector at entry to Intake; artifacts wall
A3	Lobby	1	600	12		600		provide access to Fingerprint room
A4	Restrooms	3	56	1		168		uni-sex; maybe 3 restrooms; no urinals
A5	Interview Room	1	132	3		132		
A7	Video Visit Kiosks	4	32	4		128		accessible off the lobby; non contact
A8	Finger Print	1	108	2		108		teacher applicants get fingerprinted
A9	Historical Artifacts Display Case	1	12			12		
	Visitation							
A10	Face to Face Through Glass Interview Rooms	2	133	2		266		maybe 2; each with lockable paper pass; off the vestibule like Fulton
	Sheriff's Office Suite							
A11	Sheriff's Office	1	320	5		320		with conference table; 2 bookcases; big desk; cabinetry; provide a door to close off suite from rest of spaces
A12	Conference Room	1	216	8		216		cabinetry
A13	Captain Office	1	180	1		180		
A14	Administrative Assistant	1	160	1		160		next to Sheriff office with door between
A15	Future Office	1	100	1		100		
A16	Office Supply Storage Room	1	120			120		
A17	Staff Restroom	2	56	1		112		near Sheriff suite
A18	Janitor Closet	1	40			40		
A19	Clerical Work Stations	4	64	1		256		Jail Administrative Asst. at the window to the lobby; 1 Civil Clerk; 1 future clerk; 1 future
A20	Copy/Work Area	1	740			740		
A21	File and Sheriff Storage	1	100			100		close to Sheriff office

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
	Detectives Office Suite							
A22	Sergeant Office	1	130	1		130		
A23	Lieutenant Office	1	154	1		154		
A24	General Detectives	1	120	3		120		2 current, 1 future
A25	Undercover Detective	1	120	1		120		
A26	Interview Rooms, small	2	48	2		96		
A27	Interview Room, large	1	80	3		80		1 larger for 2 detectives plus offender
A28	Interview Technology Room	1	35			35		
A29	Storage	1	25			25		
	Evidence/ Lab							
A30	Evidence Deposit	1	144			144		with pass-through lockers
A31	Records Clerk Office	1	144	2		144		Records Clerk is evidence custodian (chain of custody)
A32	Evidence Storage	1	690			690		500 SF current
A33	Secured gun storage	1	144			144		
A34	Secured drug storage	1	144			144		
	Road Patrol							
A35	Lieutenant Office	1	154	1		154		accessed off the Patrol Room
A36	Patrol Room	1	594	13		594		10 desks that the officers share
A37	Sergeant Office	1	130	2		130		2 desks, accessed off the Patrol Room
A38	Patrol Commander Office	1	140	1		140		
A39	Storage	1	200			200		forms, batteries, etc.
A40	SWAT Storage Room	1	198			198		not off the Patrol Room; for extra SWAT equip; officers carry their SWAT equipment in their vehicle
A41	Interview Room	0				0		share the 3 located in the Detective area
A42	Staff Toilets	1	56	1		56		on way out the door to their patrol car
	Dispatch							
A43	Dispatch Stations	1		8	96	768		5 current, 3 future; raised access flooring, tiered
A44	Warrants Cabinets	1	64			64		10 cabinets for warrants storage; dispatchers enter the data
A45	Administration Office	1	192	1		192		full window wall for view of 8 stations

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
A46	Restrooms	1	56	1		56		
A47	Ham Radio Room	1	208			208		
A48	Radio Room	1	208			208		
A49	Server Room	1	120			120		4 racks
A50	Storage	1	84			84		
	Miscellaneous Spaces							
A51	Future Canine Office	1	120	1		120		
A52	Outside Agency Office	1	80	1		80		
A53	IT Office/Work Area	1	80	1		80		near dispatch
	Training/ Office Support							
A54	Multipurpose Room	1		40	30	1,200		
A55	Multipurpose Storage Room	1	208			208		make larger than Fultons
A56	Restrooms	2	56	1		112		uni-sex
A57	Physical Training-Defensive Tactics Room	1	456			456		floor mats for tactical training, weight and exercise equipment
A58	Cell Extraction Practice Cell	1	80			80		if affordable
A59	Breakroom	1	204	6		204		with pantry; stove but no hood; like Fulton's
A60	Staff Wellness-Lactation Room	1	150	1		150		
A61	Emergency Manager Office	2	192	1		384		accessed off the Multi-purpose room, or close by
A62	Armory	1	162			162		close to Patrol; room/locker to store weapons
A63	Armory Storage Area	1	126			126		
A64	Large Storage	1	180			180		
A65	Uni-sex Locker room	1	480	65		480		55 current, 10 future
A66	Dry Changing Room	2	48	1		96		
A67	Wet Changing-Restrooms	2	80	1		160		2 with shower/toilet/lav
A68	Uniform Storage Room	1				0		
A69	Staff restrooms	2	56	1		112		
A70	Janitor Closet	1		40		0		
A71	Staff entrance vestibule	1	50			50		
	Staff Parking							
								Total Area
	NET TO GROSS FACTOR	40%				**5,476**		**19,166**

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
B	**Intake**							
	Pre-Booking							
B1	Vehicular Sally Port	1	1728			1,728		4 cars, or 2 cars and a bus
B2	Vehicular Sally Port Storage	1	165			165		
B3	Pedestrian Sally Port	1	188			188		
B4	Body Scanner	1	140			140		
B5	Breathalizer/DRE					0		most breath tests taken w hand-held device in the field
B6	Drop Cell	1	98	1		98		
B7	Arresting Officer Paperwork/Interview Stations	2	25	2		50		small belongings taken here
	Booking							
B8	Pat Search	1	25			25		
B9	Dress in Room	2	54	1		108		with pass thru to Inmate Property
B10	Booking processing desk	1	560	4		560		
B11	Finger print/photo	1	81			81		adjacent to booking desk
B12	Bench Seating/Waiting	3	60	5		180		inmates being booked, inmates watching monitorwith jail information awaiting classification
B13	Inmate property storage	1	805			805		black pipe racks and bags; vacuum sealer unit
B14	Staff Restroom	1	56			56		
	Holding Cells							
B15	ADA Holding Cells	1	140	2		140		close to VSP; per code provide modesty screening of toilet; 25 sf of floor space per inmate; provide benches
B16	Holding Cells	5	80	2		400		detox happens in a holding cell; per code provide modesty screening of toilet; 25 sf of floor space per inmate; provide benches
B17	Soft Cells (padded)	2	80	1		160		1 is for detoxing
B18	Soft Cell Restroom	1	90			90		w shower
B19	Group Holding	2	231			462		detox happens in a holding cell; per code provide modesty screening of toilet; 25 sf of floor space per inmate; provide benches; same size as Fulton
B20	Suicide Watch Room	1	80	1		80		close to Booking Desk
B21	Shower Room	1	36	1		36		

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
	Offices (within secured perimeter)							
B22	Jail Commander Office	1	154	1		154		provide window to exterior
B23	Assistant Jail Commander Office	1	108	1		108		provide window to exterior
B24	Classification Office	1	108	1		108		provide window to exterior
B25	Sergeant Office/Backup Control	1	180	1		180		provide window to exterior; backup to housing control; include sallyported entry, closet
B26	Interview Room	1	60	2		60		
B27	Future Office	1	108	1		108		provide window to exterior
B28	Staff Restroom	1	56	1		56		
B29	Breakroom	1	100	2		100		
B30	Janitor Closet	1	40			40		
B31	Storage	1	96			96		
	Release							
B32	Release Desk	0				0		opposite end of intake desk; release through public lobby where their ride will be waiting
B33	Hold cell	0				0		maybe share intake Holding cells
B34	Dress-out Room	1	80	1		80		
B35	Sallyport to exterior	0				0		use sallyport to lobby
	Transport							
B36	Transport Holding Cell	0				0		use Holding and Group Holding cells
								Total Area - Intake
	Medical Services							
B37	Doctor-Nurse-Exam Office	1	400	3		400		like Fulton, w exam table
B38	Meds Storage Room	1	40			40		off the Nurse office
B39	Medical Records Storage	1	40			40		off the Nurse office
B40						0		
B41	Medical Isolation Room	2	104	2		208		1 ADA; rear chase; outlet for CPAP unit; 2 bunks at 12" AFF
	NET TO GROSS FACTOR:	**40%**				**2,932**		**10,262**

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
C	**Inmate Housing**							
	Central Control 2nd Floor							
C1	Central Control	1	100	1		100		
C2	Kitchenette	1	32			32		
C3	Restroom	1	56	1		56		
	General Population Housing							provide more than 8 dayrooms for optimum classification opportunities
C4	UNIT A, Ignite Program Male	1	738	10	70	700		70 encumbered sf per inmate; 1-15 showers, toilets and lavs; this area not included in sleeping/dayroom area calculation
C5	UNIT B, Minimum Security	1	1,857	26	70	1,820		70 encumbered sf per inmate; 1-15 showers, toilets and lavs; this area not included in sleeping/dayroom area calculation
C6	UNIT C, double bunked cells	8	120	8		960		dayroom of 35 sf/inmate excluding 3' circulation in front of cells; provide one dayroom toilet; showers in the cells;
C7	Dayroom C	1	590	16	35	560		
C8	Unit D, 8 double bunked cells, 2 quad bunked cells	12	120	10		1,440		dayroom of 35 sf/inmate excluding 3' circulation in front of cells; provide one dayroom toilet; showers in the cells;
C9	Dayroom D	1	795	24	35	700		
C10	UNIT E, double bunked cells	8	120	16		960		dayroom of 35 sf/inmate excluding 3' circulation in front of cells; provide one dayroom toilet; showers in the cells;
C11	Dayroom E	1	761	16	35	560		
C12	UNIT F, 8 double bunked cells, 2 quad bunked cells	12	120	16		1,440		dayroom of 35 sf/inmate excluding 3' circulation in front of cells; provide one dayroom toilet; showers in the cells;
C13	Dayroom F	1	761	16	35	560		
C14	UNIT G, double bunked cells	10	120	20		1,200		dayroom of 35 sf/inmate excluding 3' circulation in front of cells; provide one dayroom toilet; showers in the cells;
C15	Dayroom G	1	795	20	35	700		

Space No.		Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
C16		UNIT H, double bunked cells	8	120	16		960		dayroom of 35 sf/inmate excluding 3' circulation in front of cells; provide one dayroom toilet; showers in the cells;
C17		Dayroom H	1	590	16	35	560		
C18		Dormitory J, Minimum Security	1	1,857	26	70	1,820		70 encumbered sf per inmate; 1-15 showers, toilets and lavs; this area not included in sleeping/dayroom area calculation
C19		Dormitory K, Ignite Program Female	1	738	10	70	700		70 encumbered sf per inmate; 1-15 showers, toilets and lavs; this area not included in sleeping/dayroom area calculation
C20		Dormitory L, Minimum Security Male	1	438	6	70	420		70 encumbered sf per inmate; 1-15 showers, toilets and lavs; this area not included in sleeping/dayroom area calculation
C21		Dormitory M, Minimum Security Female	1	438	6	70	420		70 encumbered sf per inmate; 1-15 showers, toilets and lavs; this area not included in sleeping/dayroom area calculation
C22		Indoor Recreation/Program	1	1137	26		1,137		with OH door for ventilation
C23		Indoor/Outdoor Recreation	2	892	26		1,784		1,500 sf **uncumbered** for over 100 beds; with OH door for ventilation, each at 750 sf
C24		Janitor Closet	1	100			100		inmates clean the dayroom; size for correct # of buckets
C25		Storage	1	60			60		mattress storage
							0		
	Inmate Worker Housing								
C26		Inmate Worker Dorm Male	1	480	6	70	420		double bunk; MINIMUMS: toilets 1/12 inmates; lavs 1/12 inmates; showers 1/12 inmates; provide 2 toilets, 2 lavs
C27		Inmate Worker Dorm Female	1	480	6	70	420		double bunk; MINIMUMS: toilets 1/8 inmates; lavs 1/12 inmates; showers 1/12 inmates; provide 2 toilets, 2 lavs
		NET TO GROSS FACTOR:	**40%**				**8,236**		**28,825**

Space No.	Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
D	**Mental Health and Work Release**							
	Work Release Housing							
D1	Female Work Release Dorm	1	1050	15	70	1,050		
D2	Showers/toilets/lavs	2	250			500		ratio of 1-15
D3	Male Work Release Dorm	1	1050	15	70	1,050		
D4	Drug Test Room w toilet/sink	1				0		
D5	WR Inmate Property Locker Room	1	96	30		96		officer takes their clothing into an inmate property room, similar to the main inmate property room
D6	Changing Room	2	64	1		128		
	Mental Health Housing Unit							
D7	Housing Cells	4	120	1		480		single bunk cells; patient to control music and lighting
D8	Counseling Room	1	100	2		100		
D9	Shower	2	40	1		80		not shown on plans yet
D10	Dayroom/In/Out Recreation	2	440	2	35	70		
						0		
	Mental Health Support					0		
D11	Clean Utility Room					0		
D12	Soiled Utility Room	1	40			40		not shown on plans yet
D13	Janitor Closet	1	40			40		
D14	Meds Room	1	40			40		not shown on plans yet
								Total: Mental Health and Work Release
	NET TO GROSS FACTOR:	**40%**				**1,470**		**5,144**
E	**Inmate Services/ Building Support**							
E1	Program/Counseling/Classroom Space	2	342	16		684		GED, sewing, close to housing
E2	Program Volunteer Storage	1	72	1		72		storage for their personal belongings
E3	Video Arraignment	1	150	8		150		close to housing hub
E4	Book Cart Storage Space	1	108			108		

Space No.		Space Description	No. of Room	Net SF / Room	No. of Occupants	Net SF / Occupant	Total Space Net SF	Required Adjacencies	Notes
E5		Kitchen/Dishwashing	1	2142			2,142		
E6		Janitor Closet	1	40			40		
E7		Commissary Staging/Storage	1	117			117		contracted
E8		Laundry	1	540			540		
		Laundry Inmate Restroom	1	56	1		56		
E9		Maintenance Office	1	252	1		252		
E10		SE IT and General Building IT Server Room	1	730			730		
E11		Electrical	1	570			570		
E12		Mechanical	1	1000			1,000		
E13		Delivery Inspection Sallyport	1	125			125		
									Total Inmate Services/Building Support
		NET TO GROSS FACTOR:	**20%**				**1,317**		**7,903**
Totals							**71,299**		**71,299**

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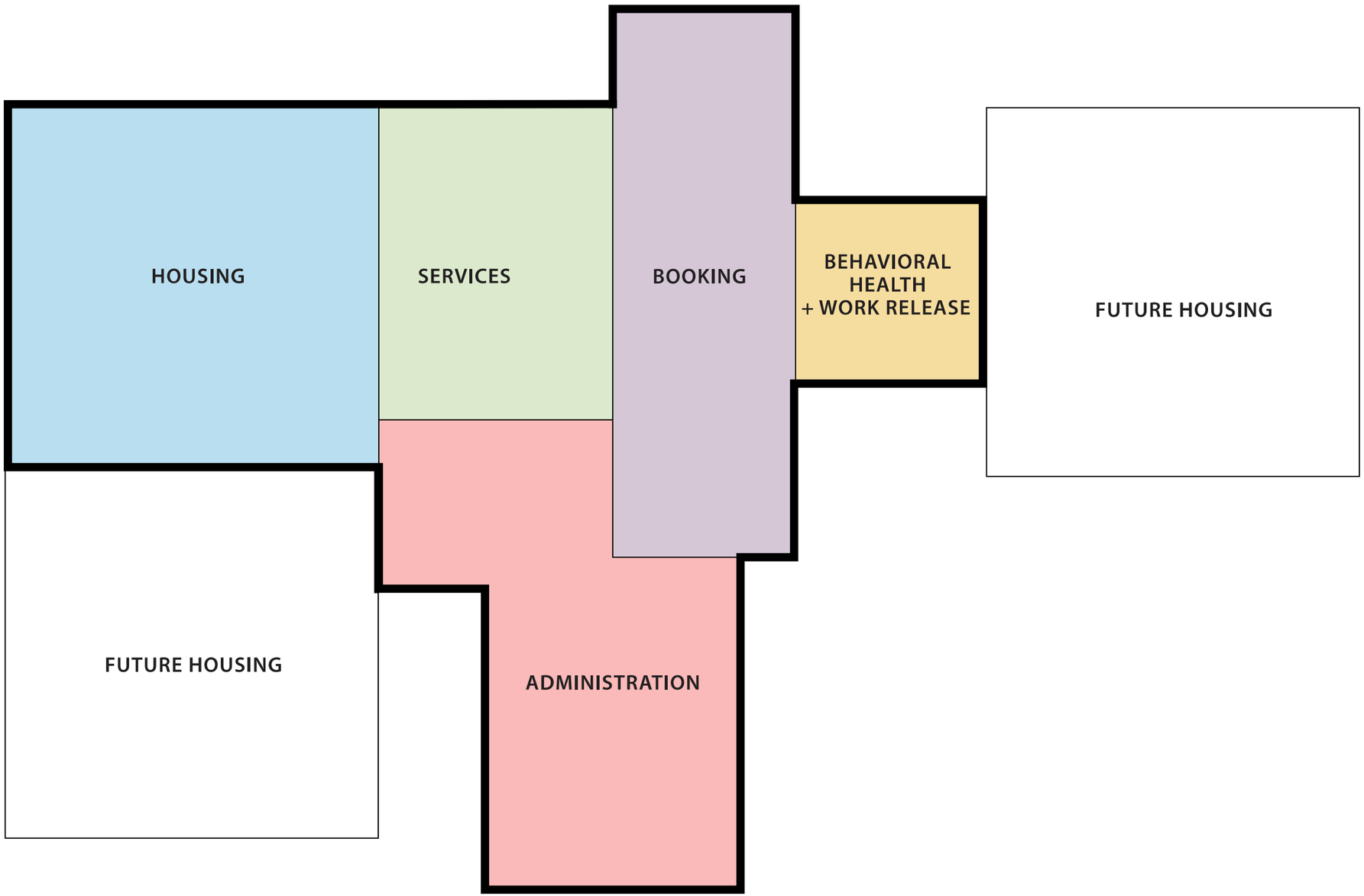
CONCEPTUAL DESIGN

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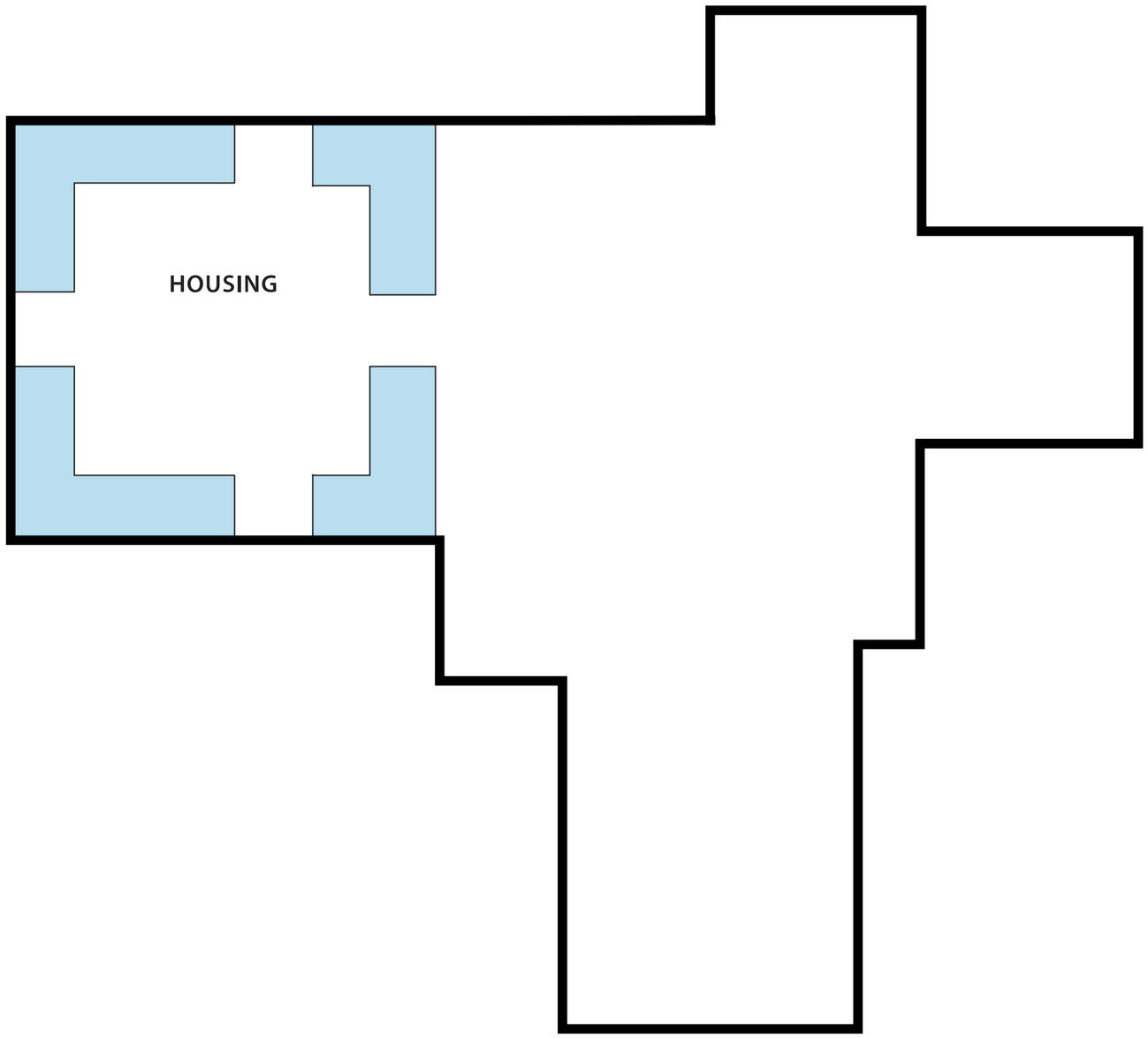


CONCEPTUAL SITE PLAN

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CONCEPTUAL FIRST FLOOR PLAN



CONCEPTUAL MEZZANINE FLOOR PLAN

PAYETTE COUNTY JAIL
SCHEME 07

JUNE 9, 2026

ELEVATUS
ARCHITECTURE









PAYETTE COUNTY JAIL
SCHEME 12

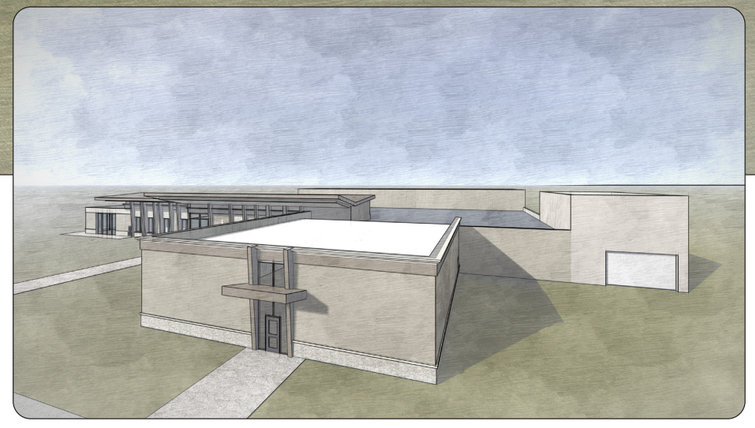
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OPINION OF PROBABLE COST

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Opinion of Probable Cost Summary

The Total Cost of Work noted, $61,837,68, represents the cost of hard construction only.

The hard construction costs are based upon recently constructed jails within our portfolio, specifically the bids received for the Flathead County, Montana Jail in June 2026. We have reduced the square-foot costs for Payette County slightly to account for Flathead's more remote location.

Flathead County Jail contains 256 total beds. The proposed Payette County Jail will contain 222 beds.

Soft Costs items are listed separately. The amount of soft costs varies by county; for this study, a range of 15-20% has been applied. Adding soft costs to the construction costs results in a Total Project Cost (project budget) of approximately of $71.1 million to $74.2 million.

Explanation of Cost Differences

The following factors explain the difference in Total Cost of Work between the previous study and this current study:

- The previous study did not include "soft costs."
- The previous cost estimate was based on the Fulton County Indiana Jail, which contains approximately 56,000 square feet. The proposed Payette County Jail contains approximately 71,000 square feet.
- The needs of Payette County are greater than those of Fulton County, resulting in an additional 15,000 square feet of space. The additional square footage includes:
    - Two15-bed work release dormitories (one male and one female)
    - A 4-bed mental/behavioral health unit
    - Expanded rehabilitation space, including a small classroom, two indoor/outdoor recreation areas, and one program room.
    - Twelve dayrooms provide greater inmate classification capability, including two dayrooms dedicated to the IGNITE program.

    By comparison, Fulton County contains eight dayrooms.

At approximately $871 per square foot, the additional 15,000 square feet accounts for roughly $13 million of the difference in the two study studies.

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APPENDIX

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COMMITTEE MEETING MINUTES

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ELEVATUS ARCHITECTURE

MEETING MINUTES

Project No.:	2601301	**Date:**	4.21.2026
Project:	Payette County Jail Study	Time:	1:00
Meeting Purpose:	Kickoff the Design Process	Meeting No:	1

Attendees:

Name	*Representing*	*Present*
Andy Creech, Sheriff	Payette County	X
Randy McDonald, Jail Commander	Payette County	X
Jacob Chavez	Elevatus Architecture	X
Dave Sholl	Elevatus Architecture	X

The purpose of the meeting was to present a conceptual floor plan for the Sheriff's and Jail Commander's review and reaction. The Administration area is not yet laid out.

- The layout shows an Intake area that contains a 4-vehicle VSP, a Pre-booking area, 1 Group Holding cell, 5 Holding cells, 2 padded cells with a shower/toilet between, and 1 ADA holding cell close to Pre-booking.
- The goal was to place the functions that need the most observation close to the booking desk, such as the padded cells, holding cells, and the Behavioral Health cells.
- The booking desk is situated for views of the Pre-booking area, the Control room in housing, and the corridor leading to Work Release, which is also the direction of a future housing pod.
- The layout separates the intake process from the release process. Inmates are released through a sallyport that leads to the public lobby and visitor parking lot.
- The medical area has 2 cells that house 2 inmates on the lower bunk level, and an exam room/doctor/nurse office across the hall.
- The 2 dress-in rooms back up to the Inmate Property room.
- The Behavioral Health dayrooms are close to the booking desk, yet off to the side for better separation of the BH inmates from the chaos/noise of the intake area. It was decided to have a solid wall facing the booking desk in lieu of glass.
- The Work Release area is serviced by the booking officer. Once the inmate enters the sallyport and buzzes the officer, when they are able, the officer walks to the WR entry to do a drug/urine screen, takes their street clothing to be put in a property room, and the offender is let into their respective WR dormitory, 15 beds in the female unit and 15 beds in the male unit.
- The offices in the intake area all have windows for natural light.
- There are 2 secure interview rooms for attorneys to meet with inmates off the public lobby vestibule.
- The plan features a male worker dorm for 6 and a female worker dorm for 6, adjacent to the kitchen and laundry. They are separated from the general housing by a slider.
- There are 2 Program rooms, one in the general housing hub and one in the corridor that leads to intake.
- The Video Arraignment room for 8 inmates is in that same corridor, along with a janitor closet for 10-12 mop buckets.
- The housing pod is divided into 10 dayrooms. 2 are Ignite dayrooms for 10 inmates each, one male and one female. On the mezzanine level above them will be a 6-person dorm on each side, one for male and one for female, with a stair outside the unit off the main corridor.

- The 2 adjacent units the sheriff wanted to change to dormitories in lieu of celled units.
- The remainder are celled units. The total bed count in the housing pod was 176, plus 12 in worker dorms, plus 30 in Work Release.
- The administration area is not yet laid out.

In the meeting prior on April 14, we discussed site options. The sheriff presented several site options, with one of them standing out as best suited for the project. That site is approximately 13 acres off of 3rd Avenue and close to N 16th Street. It is adjacent to the courthouse, the EMS, the police department and the fire department. It has 2 points of entry via streets that exist. There is minimal residential close by. The sheriff will work to pursue this property.

- We also reviewed the Program of Spaces.

Next Meeting:

The next meeting is to be determined.

Submitted by:

Dave Sholl

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MEETING MINUTES

Project No.:	2601301	**Date:**	4.29.2026
Project:	Payette County Jail Study	Time:	2:00
Meeting Purpose:	Discuss Behavioral Health Area & Review Updated Floor Plan	Meeting No:	2

Attendees:

Name	*Representing*	*Present*
Andy Creech, Sheriff	Payette County	X
Deanna Dwenger	Elevatus Architecture	X
Jacob Chavez	Elevatus Architecture	X
Dave Sholl	Elevatus Architecture	X
Chris Sailors	Elevatus Architecture	X

The purpose of the meeting was to review the updated floor plan, and to discuss the Behavioral Health area.

- We showed an optional housing pod that subdivided ¼ of the pod into 3 smaller dayrooms in lieu of 2. This would give the sheriff more flexibility to classify inmates. The option was well received, and he wants the other ¼ laid out the same way. That will provide 12 dayrooms in the housing pod. There is lots of demand for protective custody and keep separates, so the smaller dayrooms provide the flexibility needed. Total bed count of the plan presented was 192 in the housing pod, 234 total.
- The sheriff said that Cory Miller's bed count projection had forecasted a need for 230 beds, so we are definitely in that range.
- Provide a shower in all cells.
- Provide a dayroom toilet in every dayroom. Present the concept where the toilet is recessed in the fronts of 2 cells.
- ADA beds can be located in the 4 ground floor dormitories. They can also be in the 4-person cells in Dayrooms D and F. The plan will require 3% of the beds to be ADA accessible, thus 7 beds total in the housing pod.
- A discussion was held regarding the Behavioral Health area. There are 2 dayrooms with 2 single cells each. Adjacent is a recreation space with glazing and screen to natural light and fresh air. Also adjacent is a counselor office. The proposed layout had the male and female units facing each other.
- We discussed coming up with a layout that turned all 4 cells 90 degrees and deleting the dayrooms, so that the cells open directly into the recreation space. The Counselor can either meet with inmates in the office or in the recreation space. This concept avoids the males viewing the females. This concept will also give the inmates better access to natural light. The officer will have to walk from the booking desk to the recreation space window to see the inmates and the cell fronts.
- Payette County currently contracts with a behavioral health provider who comes once per week. If the inmate needs emergency care, they take them to the hospital.
- We discussed the status of the site that the sheriff prefers. They are speaking with the owner, who is willing to negotiate. They want to sell the entire 22 acres. The cost will be $3M plus. The sheriff believes they have the financial means to pay for the site.
- At the next meeting, we will show an administration layout.

Next Meeting:

The next meeting is scheduled for May 14, 2026, at 11:00CT.

Submitted by:

Dave Sholl

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MEETING MINUTES

Project No.:	2601301	**Date:**	5.14.2026
Project:	Payette County Jail Study	Time:	1:00pm
Meeting Purpose:	Discuss Administrative Section	Meeting No:	3

Attendees:

Name	*Representing*	*Present*
Andy Creech, Sheriff	Payette County	X
Randy McDonald, Jail Commander	Payette County	X
Patrol Lt. Henry Esquivel	Payette County	X
Jacob Chavez	Elevatus Architecture	X
Dave Sholl	Elevatus Architecture	X

The purpose of the meeting was to review the administrative section of the proposed jail. Jacob presented the layout with the following features and comments.

- Move the metal detector to the entrance to the Intake area.
- Locate an interview room in the Intake area south of Hold 5.
- With input from Chris Sailors, locate 4 video visitation stations in the lobby.
- In the Fingerprint room off the lobby, also include space for a desk for making reports.
- Sheriff Creech prefers the Staff Break Room to be in a room vs. how Fulton County is so noisy and distractions can be contained.
- The Ham Radio room needs to open off the corridor, not the Dispatch room.
- Provide doors at entry points to the Dispatch room.
- In the Radio room, there will be 4 racks requiring access from both sides.
- Locate the Wellness room closer to the Dispatch room for use of dispatchers.
- In the Dispatch server room, there will be 3 racks.
- The Sheriff's suite includes more than just his office and the administrative assistant; move the suite doors accordingly.
- Jacob to rework the clerical area (3 cubicles, add one for future) so that they are close to both the lobby window and to the Sheriff and other staff members.
- Remove the IT office from the sheriff's suite; locate it in the heart of the facility; does not need a window.
- The armory storage should connect to the armory.
- Locate the 2 Emergency Managers in one office adjacent to the Multipurpose room with a connecting door.
- The outside agency office is for one person and can be smaller.
- For the Patrol area, they do not need windows since they are in the office mainly at night, except for the Lieutenant.
- Provide windows for all the administrative offices and for Dispatch.
- Locate the 2 Patrol Sergeants in one office, each with their own desk.
- The Patrol Commander is a Captain (future position).
- Add an office for a future Detective Sergeant.
- The order of rank and thus the office sizes are as follows:
    1. Sheriff
    2. Captain
    3. Lieutenant

4. Sergeant
5. Corporal

We will develop office sizes accordingly.

- Move the staff entry vestibule to the end of the corridor.
- We will rework the administrative area to minimize the number of corners.
- Provide offices for 2 Sergeants in the Intake area.
- In the staff locker room, provide 2 changing rooms with toilet, sink and shower, and 2 with just a bench.
- Provide the ability to add a future housing pod to the south of the current pod, with the added ability to add a future housing pod to the east of Work Release.
- The light well was well received. Provide door for maintenance. Plants for staff? Skylights only for the worker dorms, not windows.

The next meeting is scheduled for May 28th, 1:00 CT. We will discuss the deficiencies of the existing facility and discuss the site options.

Next Meeting:

The next meeting is scheduled for May 28, 2026, at 1:00CT.

Submitted by:

Dave Sholl

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MEETING MINUTES

Project No.:	2601301	**Date:**	5.28.2026
Project:	Payette County Jail Study	Time:	3:00pm(ET)
Meeting Purpose:	Discuss Administrative Section	Meeting No:	4

Attendees:

Name	*Representing*	*Present*
Andy Creech, Sheriff	Payette County	X
Henry Esquivel, Patrol Lt.	Payette County	X
Jacob Chavez	Elevatus Architecture	X
Dave Sholl	Elevatus Architecture	X
Cory Miller	Elevatus Architecture	X
Joshua Straley	Elevatus Architecture	X

The purpose of the meeting was to discuss and review jail population projections, site options and analysis, facility staffing, an updated building plan, existing jail deficiencies, and the study report.

Jail Bed Projections:

Followed the National Institute of Corrections Guidelines

Compared booking rates across years, going back to 2009

- 2016 had double the number of bookings, so we are not including it in our calculations since it is an outlier

2024 Payette Co Population Projections by Brian McClure

- Used this to project growth rates, applied admission rates, and average length of stay, to inform the required number of beds

Sheriff says that Payette County is growing
Elevatus will send this data to the Sheriff along with the meeting notes
The Sheriff has someone building a database and plugging it into a new app

- This will allow people to go online and see what's going on at the jail

Site Options and Analysis:

There are three potential sites
Cory asked how deep the Sheriff wants Elevatus to analyze these sites
Cory then shared our decision-making process for selecting a site for the Allen Co, IN jail
Eventually, this became a scoring/decision matrix

The Sheriff doesn't think we should spend a lot of time on the downtown site

- This site is adjacent to industrial and commercial areas

The area Heco suggested may already have been sold

- Assumed that contract negotiations undergoing
- Located at 95 and 6th Ave S
- This would have been a good alternative

The owners of the field across from the Payette Primary School are interested in negotiating a sale price

- The Sheriff instructed Elevatus to focus on documenting this site and emphasizing why it is a good choice when compared to the other sites
- This is the preferred site
- This site is right by city services
- Additionally, the public is used to the jail being in this area of town

Facility Staffing:

- Elevatus can provide a staffing analysis
- The Sheriff thinks this is something worth discussing and requested a proposal
- Fulton Co shared that they currently need four more staff members to run their facility than Sheriff has working at his current facility
- The Sheriff thinks that his new facility would have similar staffing requirements
- The Sheriff thinks the public will have concerns about staffing, and that there will be many additional staff members required
- A staffing analysis will help

Updated Building Plan:

- Patrol Commander does not need a glass wall into patrol
- Patrol room to have exterior clerestory window(s)
- Detox room adjacent to padded room to also be padded
- Work Release will not be counted in bed capacity numbers
- The plan shows exactly 200 beds with housing and worker dorms
- Adjacency between records and patrol room would be worth emphasizing
- The Sheriff likes this revised layout
- Dave shared that this is about as far as we would take a study

Existing Jail Deficiencies:

- Plumbing is a big issue for them now
- Clean outs fail and allow raw sewage to flow out and into the gutters
- Three rooms didn't meet the standard of 20 foot candles
- Booking is currently problematic
- The sallyport is currently problematic

Payette County, ID Jail Study Report:

The Sheriff will begin reviewing the report on Monday, June 29th.
We can share the content leading up to the final submission on June 26th
We will begin sending components for the Sheriff's comments and feedback
Elevatus will send a simplified plan for the RFQ

- The Sheriff doesn't want a floor plan layout to be shared as part of this RFQ
- The Sheriff would like to see what we have done in the past

Next Meeting:

The next meeting is scheduled for June 9, 2026, at 3:00 ET.

Submitted by:

Jacob Chavez

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MEETING MINUTES

Project No.:	2601301	**Date:**	6.9.2026
Project:	Payette County Jail Study	Time:	3:00pm(ET)
Meeting Purpose:	Show Conceptual Renderings & Finalize Study Content	Meeting No:	5

Attendees:

Name	*Representing*	*Present*
Andy Creech, Sheriff	Payette County	X
Randy McDonald, Jail Commander	Payette County	X
Jacob Chavez	Elevatus Architecture	X
Dave Sholl	Elevatus Architecture	X
Cory Miller	Elevatus Architecture	X
Joshua Straley	Elevatus Architecture	X
Logan Kien	Elevatus Architecture	

The purpose of the meeting was to show conceptual renderings of the jail and work towards finalizing the study content.

- Cory showed 4 options of renderings of the jail facility. The sheriff liked Option 7 the most, except that the canopy may be a little too much from a public perception standpoint. The goal is to make the building look civic yet not too fancy.
- Josh updated the group on the bed count projection. We will make a recommendation on a bed count and provide simplified narrative for the public and decisionmakers to understand. The bulk of the data will be included in the appendix.
- We went through the photos showing the deficiencies in the jail.
- We quickly went through the content of the study.
- We agreed on the date of June 25th as the completion date for the study; we will send a final draft to the sheriff June 18th for his review.
- We agreed to a review meeting of the study status on June 16th.

Next Meeting:

The next meeting is scheduled for June 16, 2026, at 3:00 ET.

Submitted by:

Dave Sholl

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MEETING MINUTES

Project No.:	2601301	**Date:**	6.16.2026
Project:	Payette County Jail Study	Time:	3:00pm(ET)
Meeting Purpose:	Study Status Review	Meeting No:	6

Attendees:

Name	*Representing*	*Present*
Andy Creech, Sheriff	Payette County	X
Randy McDonald, Jail Commander	Payette County	X
Jacob Chavez	Elevatus Architecture	X
Dave Sholl	Elevatus Architecture	X
Joshua Straley	Elevatus Architecture	X

The purpose of the meeting was to review the status of the study.

- Josh presented the bed count projection information. We will use the 30-year projection since the bond will be 30 years. It will be noted that the jail population went down during the Covid years, and that the courts were closed.
- Also, we will note that the Work Release inmates (30 beds) are on top of the bed count projection. The WR program was halted 15 years ago but the sheriff plans to reimplement it.
- In most jurisdictions, once the jail is overpopulated, the judges tend to change their sentencing habits, knowing that the jail is full, and that appears to be the case in Payette County. People that used to be held in the jail prior to being full are now being placed on pre-trial release and being released, meaning felons are out in the community who should be held in jail. There are currently up to 300 people on pre-trial release.
- There are a lot of people in the jail for less than a day or for one day. A lot of those felonies would have stayed in there for two weeks up until their preliminary hearing. They used to put a $25,000 bond, and then at the preliminary hearing they would consider reducing it to a $2,500 or $5,000 bond.

  But now they just put everybody on pre-trial release, unless they committed a violent crime, something more than just a user.
- Jacob reviewed the status of the study document. The comments that Sheriff Creech had will be incorporated into the study document.
- The sheriff has really been trying to hit on the fact that the jail wasn't designed for female protective custody housing. There is none.

  They're using that old part of the jail to take care of female protective custody. The male unit is only eight beds. They're using it for the overflow of male protective custody. But that's also where the mental health inmates are, that's where the suicidal inmates are, that's where the maximum-security inmates are.

  That's where any segregation at all takes place. There's just one big cell for the inmate workers. That leaves just eight cells, 10 beds that they can put people in. And when you're looking at the rated capacity of 69 inmates, that's a small number. The number of inmates that need to be segregated continues to grow. More people need to be segregated for one reason or another, medical or mental health, especially mental health. They just lost two mental health inmates to the hospital, but they had two that they said were balanced and came back.

  That's only for a period of time because in the facility, they can't make them take their meds. They'll go back to being mentally ill soon.

- And then the community's been really concerned about us being beside the school, which we were here first and the school was built second.
- The goal is to wrap up the study and send to the sheriff by June 26th.

Submitted by:

Dave Sholl

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JAIL STANDARDS



STANDARDS FOR DETENTION FACILITIES

IDAHO SHERIFFS' ASSOCIATION

IDAHO SHERIFF'S ASSOCIATION

JAIL STANDARDS

Originally created in 1978 with major revisions in 1990 as a result of a collaborative effort funded by grant number 89-J01 GHD6 from the National Institute of Corrections and the Department of Justice. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position of policies or the U.S. Department of Justice. Subsequent revisions were made in 2003, 2004, 2006. 2009, 2010, 2011, 2013, 2014, 2015, 2017, 2018, 2019, 2023, 2024.
Revision: April 2024

CHAPTER 7

SECURITY AND CONTROL

07.01 The facility has written policy and procedure to govern all aspects of facility security, control, and addresses, at a minimum, the following: (M) (Revised 12/09)

a. Inmate supervision and management.
b. Inmate and facility searches and contraband control.
c. Control of keys, tools, and weapons.
d. Security inspections and maintenance of security systems; and
e. Emergency procedures.

Inmate Supervision and Management:

7.02 Facility employees physically observe all inmates at least every sixty (60) minutes on an irregular schedule and the time of all such checks is to be logged. (M) More frequent checks, at least every thirty (30) minutes, are made of persons who are suicidal, who have special needs, or who pose a threat to the safety of the facility warranting closer observation. (M) (Revised 12/09) (Revised 12/19) (Revised 12/23)

07.03 Inmates authorized to participate in programs outside the jail shall be supervised based on their risk to the community. (M) (Revised 12/09) (Revised 12/17)

07.04 Policies governing supervision of female inmates by male employees and male inmates by female employees are based on equal employment opportunity and inmate privacy needs. (M) Except in emergencies, or the safety of the inmate is in question, facility employees are not permitted to observe inmates of a different sex in toilet and shower areas. (M) Male and female employees are available, as needed, to conduct or assist in the admissions process of female and male inmates, conduct searches of inmates, and perform other sensitive procedures involving inmates. (M) (ref. 03.03) (Revised 12/03) (Revised 12/09)

07.05 The facility has a system to physically count inmates. At least three (3) documented inmate counts, during which the inmates' physical presence is confirmed, shall be conducted every twenty-four (24) hours. (M) (Revised 12/09)

07.05.01 At least one (1) count shall be conducted each shift.
07.05.02 The system shall also provide strict accountability of inmates on work release, educational release, or other temporary leave status who may be absent from the facility for certain periods of the day.

07.06 The facility has staff located in or adjacent to inmate housing areas to permit facility employees to hear and respond promptly to problems or emergency situations. Where staff posts are not located in or adjacent to inmate housing areas, an audio electronic surveillance and communication system is available. (M) (Revised 12/09) (Revised 12/17)

07.07 Visual electronic surveillance equipment, where available, is used primarily to monitor hallways, stairwells, points of access through the security perimeter, and common areas. (R)

If inmate living areas are visually monitored with electronic equipment, provisions are made to shield shower and toilet areas to protect inmate privacy. (M) (Revised 12/09) (Re-numbered 12/17)

07.08 There is a written policy regarding the use of physical force by facility employees and the use of force is restricted to instances of justifiable self-protection, the protection of others or property, the prevention of escapes, or the suppression of disorder and then only to the degree necessary to restore order. (M) (Revised 12/09) (Re-numbered 12/17)

07.08.01 The use of physical force as punishment is prohibited. (M) (Revised 12/09)
07.08.02 Prior to the end of shift, or as soon as practical, following any use of force, facility employees prepare a written report for review. (R) (Revised 12/03) (Revised 12/09) (Revised 12/17)

07.09 Restraint equipment is used only as a precaution against escape during transfer or as prevention against inmate self-injury, injury to others, or damage to property. (M) (Revised 12/09) (Revised and Renumbered 12/17)

07.09.01 Restraint equipment is applied only for the time absolutely necessary. (M) (Revised (12/03) (Revised 12/09)
07.09.02 The use of restraint equipment, other than for routine use during transfer, is approved by the supervisor or senior employee on duty and documented in a report. (M) (Revised 12/09) (Revised 12/19)

Security:

07.10 The facility has a security perimeter to prevent access to the facility by unauthorized personnel. (M) (Revised 12/09) (Revised 12/11) (Re-numbered 12/17)

07.11 All security perimeter entrances, cell block doors, and doors opening into a corridor within the security perimeter are kept locked except when in use and doors to vacant units, unoccupied cells, and storage units are kept secured. (R) (Revised 12/09) (Re-numbered 12/17)

07.12 The facility administrator or his/her designee conducts at least weekly inspections of all locks, bars, windows, floors, walls, ventilator covers, access plates, glass panels, protection screens, doors, and other security equipment. (R)

The date, time, and results of these inspections are recorded on a checklist or log and identified problems are promptly corrected. (R) (Revised 12/09) (Re-numbered 12/17)

Searches and Contraband Control:

07.13 The facility administrator maintains a list of items designated as contraband and contraband is described in inmate rules and visiting rules and employees are familiar with items included on the list. (R) (Revised 12/09) (Re-numbered 12/17)

07.14 The facility has a facility search plan for the control of contraband which provides for unannounced and irregularly timed searches of cells, dayrooms, and activity, work, or other areas accessible to inmates. (R) (Revised 12/09) (Re-numbered 12/17)

07.15 Contraband control procedures provide for the inspection of all materials and supplies coming into the facility. (M) (Revised 12/09) (Re-numbered 12/17)

07.16 The facility has a plan for the searching of inmates for the control of contraband, which includes, at a minimum, the following provisions: (R) (Revised 12/09) (Revised and Re-numbered 12/17)

a. Search of inmates upon re-entering the security perimeter.
b. Search of new inmates in accordance with Chapter 15.05.
c. Unannounced and irregularly timed searches of inmates.
d. Frequent searches and close supervision of inmate workers. (Revised 12/17)
e. Provision for strip searches.
f. Provision for body cavity searches at such times where there exists probable cause to believe that the inmate is in possession of contraband.

07.17 All strip and body cavity searches are conducted in private and in a manner which preserves the dignity of the inmate to the greatest extent possible and under sanitary conditions. All strip searches shall be conducted by facility employees of the same sex as the inmate (unless the inmate's conduct necessitates the use of force to complete the search). All body cavity searches shall be conducted by licensed physician or medical personnel. No persons of the opposite sex of the inmate, other than licensed physician or medical personnel shall be present during strip or body cavity searches unless the inmate's conduct necessitates the use of force to complete the search. (M) (Revised 09/07) (Revised 12/09) (Re-numbered 12/17)

07.18 Intersex and transgender inmates will be asked their gender search preference and will acknowledge their choice by signature. (M) (Added 12/17)

07.19 All contraband items found during facility or inmate searches are seized and the seizure and disposition of the contraband is documented. (M) When a crime is suspected to have been

committed within the facility, all evidence is maintained and made available to the proper authorities. (M) (Revised 12/09)

Key Control:

07.20 All facility employees are familiar with the locking system of the jail and are able to release inmates immediately in the event of a fire or other emergency. (M) (Revised 12/09)

07.21 The facility has a key control system which includes the following provisions: (M) (Revised 12/09) (Revised 12/17)

a. All keys not issued to employees are to be stored in a secure depository, which is always inaccessible to unauthorized persons.
b. There is an accounting procedure for the issuance and return of keys.
c. There is a procedure for reporting and repairing any broken key or lock.
d. A duplicate set of keys is maintained in a separate, secure place.
e. Inmates are prohibited from handling keys.
f. Emergency keys are to be readily accessible for issuance in accordance with emergency procedures,
g. A key inventory is maintained in which each lock is identified with its location, number of keys available, and key labels recorded.
h. Precautions are taken to ensure the security of non-key operated locks such as electrical switches or mechanical levers.

Tool Control:

07.22 The facility has a tool control system, which includes the following provisions: (R) (Revised 12/09)

a. All facility owned tools and other potentially dangerous equipment are securely stored in a locked area or outside the security perimeter.
b. There is an accounting system to record the issuance and return of all facility-owned tools and equipment.
c. Facility employees carefully monitor the use of tools and equipment by maintenance and repair workers within the security perimeter to ensure that none are left unattended, lost, or forgotten.
d. Tools and equipment are used by inmates within the security perimeter only under the direct supervision of facility employees.
e. The loss or misplacement of tools or equipment is promptly reported to the facility administrator.

Control of Firearms, Chemical Agents, Electronic Control Devices and Other Weapons:

07.23 All firearms, chemical agents, electronic control devices and other weapons assigned to the facility are stored in an arsenal, vault, or other secure area under lock. (M) (Revised 12/03) (Revised 12/09)

07.23.01 The weapons storage area is inaccessible to unauthorized persons. (M) (Revised 12/09)
07.23.02 There is an accounting procedure for the issuance and return of all weapons. (M) (Revised 12/09)
07.23.03 All weapons are inventoried at least annually to determine their condition and expiration dates. (M) (Revised 12/06) (Revised 12/09)

07.24 Except in emergency situations, no firearms, chemical agents, or other weapons are permitted within the security perimeter unless authorized. (R) (Revised 12/03) (Revised 12/09)

07.24.01 Facility employees shall use only those firearms or other security equipment issued through or approved by the sheriff or his designee and only when authorized by the facility administrator. Facility employees shall use only those weapons for which they have received training and are qualified to use. (M) (Revised 12/03)
07.24.02 The facility provides a weapons locker or similar arrangement at security perimeter entrances for the temporary storage of weapons belonging to law enforcement officers who must enter the facility. (M) (Revised 12/09)

07.25 Facility employees discharging firearms, using chemical agents or any other weapon, or otherwise using force to control inmates, shall document the incident in a written report to the facility administrator prior to the end of shift. (M) (Revised 12/03)

Emergency Procedures:

07.26 The facility has written policy and procedure for the handling of emergency situations including, at a minimum, the following: (M) (Revised 12/09)

a. Escape
b. Hostage taking
c. Riots or major disturbances
d. Suicide
e. Natural disasters
f. Mass arrest
g. Evacuation

CHAPTER 8

SPECIAL MANAGEMENT INMATES

08.01 The facility has written policy and procedure to govern the management of inmates housed in restrictive housing, protective custody, medical/mental health housing and disciplinary detention. (Revised 12/03) (M) (Revised 12/09) (Revised 12/11) (Revised 12/14) (Revised 12/17)

08.02 When immediate restrictive housing is ordered to protect the inmate or others, such order is reviewed within three (3) days, excluding weekends and holidays, by the classification deputy, disciplinary deputy, or other appropriate authority having jurisdiction over the type of restrictive housing ordered. (M) (12/06) (Revised 12/09) (Revised 12/14)

08.03 The facility has a written policy that the classification deputy or the facility administrator may place an inmate in restrictive housing or protective custody when the inmate's presence in the general population poses a serious threat to life, property, self, staff, or other inmates. Restrictive housing may be warranted when: (M) (12/06) (Revised 12/09) (Revised 12/14) (Re-numbered 12/17)

a. The inmate is pending investigation or trial for a criminal act allegedly committed while in custody.
b. The inmate is pending transfer.
c. The inmate requests or requires restrictive housing for his/her own protection.
d. The facility physician orders restrictive housing for medical reasons.
e. The inmate's behavior while confined in disciplinary detention indicates the need for further restrictive housing from the general population upon release from disciplinary detention.

08.04 The facility has a written policy that the status of inmates in restrictive housing or protective custody is reviewed by the classification deputy after seven (7) days and then every thirty (30) days thereafter. (R) (12/06) (Revised 12/09) (Revised 12/14) (Re-numbered 12/17)

8.05. The facility has a written policy that inmates in restrictive housing or protective custody are to be released from their restrictive housing or protective custody status to general population only after a review by the classification deputy or facility administrator. (R) (12/06) (Revised 12/09) (12/14) (Re-numbered 12/17) (Revised 12/23)

08.06 Cells used for restrictive housing provide living conditions which are approximately equivalent to the conditions in the general population. (R)

An inmate is placed in an unequipped cell only if it is necessary to prevent suicide or other self-destructive acts or to prevent damage to the cell or equipment. (R) (Revised 12/09) (Revised 12/14) (Re-numbered 12/17)

08.07 Restrictive housing inmates shall be able to maintain acceptable levels of personal hygiene. (M) (Revised 12/14) (Re-numbered 12/17)

08.08 The facility has a policy regarding access of inmates in disciplinary detention, restrictive housing and protective custody to telephone access or other methods of communication to contact legal counsel. (M) (Revised 12/09) (Revised 12/14) (Re-numbered 12/17)

08.09 The facility has a policy regarding inmates in restrictive housing or protective custody having access to programs and services to the same extent as the general population, except where such participation threatens the safety and security of the staff, inmates, facility, or community. (M) (Revised 12/09) (Revised 12/14) (Revised and Re-numbered 12/17)

08.10 The facility has a policy regarding inmates in restrictive housing or protective custody being deprived of an authorized item, or activity, only when necessary to ensure the inmate's safety or the well-being of staff and other inmates and, when an item or activity is withheld, a written report is made of the action. (M) (Revised 12/09) (Revised 12/14) (Revised and Re-numbered 12/17)

PHYSICAL PLANT

18.01 The facility has a rated capacity established in accordance with these Standards. Except in emergencies, the total number of inmates in each cell or housing unit does not exceed its rated capacity. The number of inmates which may be housed in a particular cell or room, housing unit, or facility is based upon available square footage, sanitary fixtures, and other physical plant features as specified in these Standards. (M) (Revised 12/09) (Revised 12/13)

Existing Facilities All Standards in this section shall apply to all facilities opened prior to April 1, 1990.

18.02 Recognizing the difficulties older facilities may have in meeting space requirements, the facility administrator of existing facilities may request that rated capacity be based on an alternate method of calculation as provided herein. This alternate method allows capacity to be based on overall "living space" available to inmates, adjusted for the time inmates actually have access to any specific areas. If the alternate method of determining rated capacity is selected, the facility administrator, together with the governing body, shall develop a plan designed to bring the facility into explicit compliance with the space related Standards within a five (5) year period. (M) (Revised 12/23)

18.02.01 Inmates may be housed in cells, which provide less than sixty (60) square feet of floor space in single occupancy cells under the following conditions:

a. Cells provide at least thirty-five (35) unencumbered square feet of floor space. (Revised 12/03)
b. Inmates are locked in their cells no longer than ten (10) hours per day.
c. Inmates have access to a day room at other times, which provides the additional space necessary to offer inmates access to a total of ninety-five (95) square feet of living space in combined cell and day room. or Inmates have access to a day room at other times which provides inmates access to at least thirty-five (35) square feet per inmate and inmates are permitted to participate in out-of-housing-unit activities (exercise, library, education, work programs, visitation, etc.) at least two (2) hours per day, five (5) days per week. The facility shall maintain documentation of actual participation in out of housing-unit activities. (Note: If this option is selected, facilities may need to schedule more time for inmate programs and services than is minimally required by the Standards.)

18.02.02 Inmates may be housed in dormitories, which provide less than seventy (70) square feet of floor space per inmate under the following conditions:

a. Dormitories provide at least fifty (50) square feet of floor space per inmate; and

b. Inmates are permitted to participate in out-of-housing-unit activities (exercise, library education, work programs, visitation, etc.) at least eight (8) hours per day, five (5) days per week.

18.03 The facility shall comply with the requirements set forth in all applicable state and local building codes. (M) General Conditions

18.04 Light levels in all inmate-housing areas provide at least twenty (20) foot-candles measured three feet above the floor. Light levels in other inmate occupied areas are appropriate for the use and type of activities which occur. Night lighting levels permit adequate illumination for supervision, but do not hinder restful sleep (5 ft. candles). (M) (Revised 12/03) (Revised 12/09)

18.05 All inmate living areas should provide visual access to natural light, unless prohibited by security concerns. (R)

18.06 Sustained noise levels within inmate occupied areas do not average higher than 70 decibels during the day and 45 decibels during sleeping hours. (M) (Revised 12/09)

18.07 Heating and cooling systems shall provide a comfortable and healthful living and working environment with temperatures maintained between 65- and 85-degrees Fahrenheit. (M)

18.08 Ventilation systems provide circulation of at least 10 cubic feet of fresh or re-circulated filtered air per minute per occupant. (M) (Revised 12/09)

18.09 Untiled walls and metal work in the inmate living areas are finished predominantly with light, soft-toned washable paint. (R) (Revised 12/09)

18.10 All locks, detention hardware, fixtures, furnishings, and equipment have the proper security value for the areas in which they are used. The use of padlocks in place of security locks on cell or inmate housing unit doors is prohibited. (M) (Revised 12/09)

Admission and Release Areas

18.11 The facility has an intake and release area which is located within the security perimeter, but apart from other inmate living and activity areas. Adequate space shall be allocated for, at least, the following functions: (R) (Revised 12/09)

a. Inmate reception
b. Booking
c. Identification
d. Search, shower, and clothing exchange
e. Medical screening
f. Storage of inmates' personal property

g. Telephone
h. Interview and pretrial release screening
i. Temporary holding
j. Release processing.

18.12 Temporary holding cells provide at least twenty-five (25) square feet of floor space per occupant but are not smaller than forty (40) square feet. Occupants have access to toilets, a lavatory with hot and cold water, and an immediate source of fresh potable water. (M) (Revised 12/09) (Revised 12/17)

18.13 Detoxification cells shall provide at least twenty-five (25) square feet of floor space per occupant but are no smaller than forty (40) square feet. Occupants have access to toilets, a lavatory with hot and cold water, and an immediate source of fresh potable water. (M) (Revised 12/09)

Inmate Housing Areas

18.14 The facility has a sufficient number of housing units in an appropriate configuration so that inmates can be separated according to the facility's classification plan and as required in Chapter 16.06. (M) (Revised 12/09)

18.15 Single occupancy cells have a minimum of sixty (60) square feet of floor space and are equipped with at least a bed above the floor, toilet, and lavatory with hot and cold water. (M) (Revised 12/09) (Revised 12/17)

18.16 Multiple occupancy cells are defined as a living area that does not include a dayroom (however, inmates have access to a dayroom). Multiple occupancy cells have at least thirty-five (35) square feet of floor space per occupant at the cells' rated capacity and are equipped with at least a bed above the floor and storage shelf or compartment for each occupant at capacity. A toilet and lavatory with hot and cold water shall also be provided. Multiple occupancy cells house no more than twelve (12) inmates. (Revised 12/03) (M) (Revised 12/09)

18.17 Multiple occupancy cells have a day room of functional configuration (not just a corridor in front of the cells) which provides a minimum thirty (30) square feet of floor space per inmate at capacity, to provide for a total of sixty-five (65) square feet of floor space per inmate at capacity. (Revised 12/03) (M) (Revised 12/09)

18.17.01 Day rooms are equipped with at least one shower for every twelve (12) inmates, or fraction thereof, and tables and sufficient seating for all inmates at capacity. Where inmates do not have continuous access to their cells, day rooms are also equipped with one (1) toilet, an immediate source of fresh potable water, and lavatory with hot and cold water for every twelve (12) inmates, or fraction thereof. (M) (Revised 12/09) Revised (12/13)

18.18 Dormitory units have a minimum of seventy (70) square feet of floor space per inmate at capacity including both sleeping and day room space. Dormitory units shall be equipped with at least the following: (M) (Revised 12/09) (Revised 12/13)

a. One (1) toilet and one (1) lavatory with hot and cold water for each fifteen (15) inmates, or fraction thereof
b. One (1) shower and an immediate source of fresh potable water for each fifteen (15) inmates, or fraction thereof
c. A bed for each inmate
d. A storage compartment for each inmate
e. Sufficient tables and seating for all inmates at capacity

18.19 Restrictive housing cells have a minimum of sixty (60) square feet of floor space and are equipped with at least a bed above the floor, toilet, and lavatory with hot and cold water. (M) (Revised 12/09) (Revised 12/14)

Program Support Areas

18.20 Adequate space is allocated for, but not limited to, the following functions: (R) (Revised 12/09)

a. Inmate programs
b. Inmate exercise (indoor and outdoor)
c. Inmate activities
d. Visiting
e. Confidential attorney interview
f. Inmate commissary
g. Counseling
h. Library Multi-purpose use of space is permitted if compliance with Idaho Jail Standards can be achieved through its time phased use. (Revised 12/17)

18.21 The facility has a secure outdoor recreation area that allows a minimum of thirty-five (35) square feet per inmate at capacity. (M) (Revised 12/09) (Revised 03/11)

18.22 The facility has at least one (1) room available within the security perimeter for indoor recreation, activities, and programs. (M) (Revised 12/09)

Operational Support Areas

18.23 Adequate space is allocated for, but not limited to, the following functions: (R) (Revised 12/09)

a. Deputy stations and workstations (12/06)
b. Food service
c. Medical service

d. Laundry
e. Storage for inmate clothing, bedding, facility supplies.
f. Secure storage of chemical agents, weapons, and security devices
g. Housekeeping and maintenance

Administrative Support Areas

18.24 Adequate space is allocated for, but not limited to, the following functions: (R) (Revised 12/09)

a. Administrative and clerical activities
b. Public reception and waiting

18.25 All parts of the facility that are accessible to the public are accessible to and usable by persons with disabilities. (M)

18.26 The security perimeter is secured in a way which provides that inmates remain within the perimeter and that access by the general public is denied without proper authorization. (M)

Equivalencies

18.27 The specific requirements of the physical plant standards for existing facilities may be modified by the Jail Standards Committee on an individual basis to allow arrangements that would, in the Committee's judgment, provide at least equivalent conditions as would be afforded by explicit compliance with the corresponding Standards.

18.27.01 When a modification of a Standard is desired, the facility administrator submits a request to the Jail Standards Committee outlining the proposed alternative arrangement together with documentation showing how such arrangement will provide conditions at least equivalent to the corresponding Standard.
18.27.02 The modification applies only to the petitioner for the specific facility cited. (Revised 12/17) New Construction and Renovation All standards in this section, except where exceptions are stated, shall apply to new facilities and renovation of existing facilities for which construction is initiated after April 1, 1990. In the case of partial renovation of an existing facility, it is intended that these standards should apply only to the part of the facility being renovated. The un-renovated portion of the facility would remain subject to the existing facility standards as specified in Chapter 18.02 through 18.27. The purpose of applying the Standards in this manner is to encourage local jurisdictions to proceed with making needed improvements to existing facilities where new construction or total renovation may not be practical in the short term.

18.28 In addition to these Standards, all new construction and renovation complies with all state and local building, safety, and health codes. (M) (Revised 12/23)

NEW CONSTRUCTION

Planning

NEW CONSTRUCTION

18.29 New facilities or major renovations are designed only after a thorough assessment of needs has been conducted and the population to be served has been projected and described on the basis of research, data analysis, and policy review.

> 18.29.01 Prior to any physical construction, plans and program statements shall be presented to the ISA Jail Standards Committee for review and comment. Input provided by the Jail Standards Committee does not constitute "approval," which must be obtained from appropriate governmental authorities.

18.30 A written program statement, which provides the basis upon which architectural plans are drawn, shall be prepared for all new construction and major renovation projects. The program statement shall include, at a minimum, the following: (M) (Revised 12/23)

> a. A written statement defining the problems which require facility renovation or new construction.
> b. Written goals and objectives for the project (may include facility goals, operational and program goals, criminal justice system goals, funding goals, etc.)
> c. Description of the anticipated inmate population including classifications to be housed, number of beds per classification, total capacity, and security levels to be provided.
> d. Descriptions of functional criteria and basic policies for each usage area in the proposed facility
> e. Description of the type, number, size, and required adjacencies of all renovated or newly constructed spaces within the proposed facility.
> f. Site plan
> g. Initial staffing plan
> h. Initial construction cost estimate and estimated annual operating costs.

18.31 New facility plans should consider access to community resources, criminal justice agencies, and inmates' families. The site selection process shall include evaluation of alternative sites, consideration of facility requirements, and consideration of future expansion. (R) (Revised 12/23)

18.32 At each submission of key planning and design documents to the county for review and approval, the architect shall certify, in writing, the plan's compliance with these Standards. General Conditions. (M) (Revised 12/23)

18.33 Light levels in all inmate housing areas are at least twenty (20) foot-candles measured three feet above the floor. Light levels in other inmate occupied areas are appropriate for the use and type of activities which occur. Night lighting does not exceed five (5) foot-candles during sleeping hours. (M)

18.34 In all new construction, natural lighting should be available either from cell or room windows to the exterior or from a source within twenty (20) feet of the room or cell. (R)

18.35 Sustained noise levels within inmate occupied areas do not average higher than seventy (70) decibels during the day and forty-five (45) decibels during sleeping hours. (M)

18.36 Heating and cooling systems provide a comfortable and healthful living environment with temperatures maintained between sixty-five (65) and eighty (80) degrees Fahrenheit. (M)

18.37 Ventilation systems provide circulation of at least ten (10) cubic feet of fresh or re-circulated filtered air per minute per occupant in all areas of the facility. (M)

18.38 All locks, detention hardware, fixtures, furnishings, and equipment are appropriate for the areas in which they are used. The use of padlocks in place of security locks on cell or inmate housing unit doors is prohibited. (M)

18.39 Inmates' privacy from unauthorized observation shall be protected without compromising the security and control of the facility. Privacy screening for all toilet and shower areas, which still allows adequate supervision of those areas shall be incorporated into the design. (M) (Revised 12/23)

18.40 The facility shall have a security perimeter which is secured in such a way that inmates remain within the perimeter and that access by the general public is denied without proper authorization. (M)

18.41 The security areas of the facility are equipped with an audio communication system designed to allow monitoring of activities and to allow inmates to communicate emergency needs to facility employees. Closed circuit television should not be used as the primary source of inmate observation, but as an enhancement to detention deputies' observation of cell space and of day room and program space. (Revised 12/03) (12/06) (M)

18.42 All newly constructed facilities provide an emergency source of power to supply electricity for entrance lighting, exit signs, circulation corridors, fire alarm, electrically operated locks, and the ventilation system. (M) (Revised 12/23)

Admission and Release Area

18.43 The facility has an intake and release area, which is located inside the security perimeter, but apart from other inmate housing, and activity areas. It should include, at a minimum, the following components: (R)

a. Vehicular sallyport
b. Booking, photograph, fingerprint, and inmate identification areas
c. Modesty screening shall be provided which would permit showering and dressing out inmates (M) (Revised 12/17)

d. Secure storage space for inmate valuables and personal property
e. Space for storage and issue of clothing and sundries such as linens, blankets, towels, hygiene items, etc.
f. Telephone facilities
g. Space for interview and pretrial release screening
h. Space for medical screening
i. Space for release processing
j. One or more temporary holding cells designed to detain inmates for up to eight (8) hours pending booking, court appearance, housing assignment, transfer, or release.
k. One or more detoxification cells designed to temporarily detain intoxicated inmates or other inmates who pose a danger to themselves, or others.

18.44 Temporary holding cells may be designed for multiple occupancy and shall provide at least twenty-five (25) square feet of floor space for each inmate at capacity but shall be no smaller than fifty (50) square feet. Temporary holding cells shall be equipped with benches, which provide sufficient seating to accommodate all persons at capacity, a high security toilet, washbasin with hot and cold water, and an immediate source of fresh potable water. Modesty screening of toilet areas shall be provided. (M)

18.45 Detoxification cells may be designed for multiple occupancy and shall provide at least twenty-five (25) square feet of floor space for each inmate at capacity but shall be no smaller than fifty (50) square feet. Detoxification cells may be equipped with a high security toilet, washbasin with hot and cold water, an immediate source of potable water and low benches. Modesty screening of toilet areas shall be provided. All detoxification cells shall be located so as to be readily observable by staff. (R)

Inmate Housing Areas

18.46 The facility shall have enough housing units in an appropriate configuration so that inmates can be separated according to the facility's classification plan and as required by Chapter 16. (M)

18.46.01 Work release areas shall conform to the requirements of Chapter 20. (Revised 12/17)
18.46.02 Jails using the concept of "dry" cell housing areas provide that inmates have access to toilets and hand-washing facilities twenty-four (24) hours per day. (Revised 12/17)

a. Toilets and washbasins will be provided at a minimum ratio of one (1) for every fifteen (15) inmates.
b. Showers will be provided at a minimum ratio of one (1) for every fifteen (15) inmates.

18.47 Single occupancy cells shall provide at least sixty (60) square feet of floor space and shall be equipped with at least a toilet, mirror, lavatory with hot and cold water, an immediate source of fresh potable water, table, seating, storage shelf or compartment, and a bed. (M)

18.48 Multiple occupancy cells shall provide at least thirty-five (35) unencumbered square feet of floor space per inmate at capacity and shall be equipped with at least one bed, and storage shelf or compartment, for each inmate at capacity. A toilet, lavatory with hot and cold water, an immediate source of fresh potable water, mirror, table, and seating shall also be provided. (Revised 12/03) (M)

18.49 Day room space provides a minimum of thirty-five (35) square feet of floor space per inmate, (exclusive of a three (3) foot circulation area in front of cell door openings, toilets, and showers) for the maximum number of inmates who use the dayroom at one time. The dayroom shall be available adjacent to all single and multiple occupancy cells in each housing unit. No dayroom shall be smaller than one hundred (100) square feet in size. (M) (Revised 12/13)

18.49.01 Day rooms shall be equipped with at least one (1) shower for every fifteen (15) inmates, or fraction thereof, and tables and seating sufficient for all inmates. Day rooms should provide access to passive recreation.
18.49.02 Where inmates do not have continuous access to their cells, day rooms shall also be equipped with one (1) toilet and one (1) lavatory with hot and cold water for every fifteen (15) inmates or fraction thereof.

18.50 Dormitory units shall provide a minimum of seventy (70) square feet of floor space per inmate at capacity including both sleeping and day room areas. Dormitories shall be equipped with at least: (M) a. one (1) toilet and one (1) lavatory with hot and cold water for each fifteen (15) inmates or fraction thereof b. one (1) shower c. one (1) mirror d. an immediate source of fresh potable water for every fifteen (15) inmates or fraction thereof e. one (1) bed above the floor for every inmate at capacity f. sufficient tables and seating for all inmates at capacity Note: neither beds, tables, nor chairs need to be excluded when measuring dormitories for square footage. (ENCUMBERED)

18.50.01 Dormitory units may provide individual partitioned sleeping areas for inmates utilizing partial height screen walls or similar means to accommodate a moderate amount of privacy and personal space.

18.51 Restrictive housing cells shall have at least seventy (70) square feet of floor space per inmate. Restrictive housing cells shall be equipped with at least a toilet, lavatory with hot and cold water, an immediate source of fresh potable water, mirror, table and seating, shelf or storage compartment, and a bed above the floor. (M) Programs Support Areas

18.52 Adequate space is allocated for, at a minimum, the following functions: (R)

a. Inmate programs
b. Indoor exercise when weather dictates a need.
c. Outdoor exercise
d. Inmate activities
e. Visitation

f. Confidential attorney visits
g. Counseling

18.53 Adequate visiting space is provided to accommodate the demand projected by the number of visitors, visiting schedule, and the requirements of Chapter 14.15. These areas may provide for either contact or non-contact visitation. Privacy partitions shall be provided between visiting stations and sound absorbing materials shall be utilized to reduce noise and privacy during visits. (R) (Revised 12/17)

18.54 Enough confidential interview areas to accommodate the projected demand of visits by attorneys, counselors, clergy, or other officials shall be provided. At least one (1) confidential interview area is required. (M) (Revised 12/17)

18.55 Sufficient outdoor exercise space shall be provided to accommodate the projected facility capacity, the exercise functions for which the space will be utilized, the maximum number of users at any one time, and the requirements of Chapter 18.40. At least one (1) outdoor exercise area of not less than fifteen hundred (1500) square feet of unencumbered space is recommended for jails of 100 inmate capacity or larger and 750 square feet of unencumbered space for jails with less than 100 inmate capacity. (M)

18.56 The facility has at least one (1) room available within the security perimeter for indoor recreation, activities, and programs. (M) (Added 12/17)

Operational Support Areas

18.57 Staff posts are in close proximity to inmate housing areas in order to hear and respond promptly to disturbances or calls for help. (M) (Revised and Renumbered 12/17)

18.58 Newly constructed facilities shall be designed with a control center. The control center shall be designed to be secure from unauthorized access. Entrances to the security perimeter shall be controlled from the control center. The control center shall be equipped with release switches to open all cell doors in the event of an emergency. (Renumbered 12/17) (M) (Revised 12/23)

18.59 "Overall, space provisions for the level of health care service provided by the jail need not be extravagant." However, "some activities must take place at the facility and require appropriate space." (NIC ~ Jail Design Guide, 4-104) (Renumbered 12/17) "Therefore, space shall be provided for routine medical examinations, emergency first-aid, emergency equipment storage, secure medicine storage and secure medical records storage." Examination rooms will permit privacy during clinical encounters." (NCCHC J-D-03) "General conditions" as described in standards 18.33 through 18.42 shall be applicable to health services facilities.

18.60 Where food is to be prepared in-house, the kitchen has sufficient space for food preparation, serving, disposal, and clean-up to serve the facility at its projected capacity. The

kitchen shall be properly equipped and have adequate storage space for the quantity of food prepared and served. Provisions shall be made for the secure storage of knives and other utensils. (M) (Renumbered 12/17) (Revised 12-23)

18.61 Where laundry services are provided in-house, there is sufficient space available for heavy duty or commercial type washers, dryers, soiled laundry storage, clean laundry storage, and laundry supply storage. (Renumbered 12/17)

18.62 At least one (1) secure janitor's closet containing a mop sink and sufficient space for storage of cleaning supplies and equipment is provided within the security perimeter of the facility. (R) (Renumbered 12/17)

18.63 A secure storage area is provided for all chemical agents, weapons, and security equipment. (M) (Renumbered 12/17) Administrative Support Areas

18.64 Sufficient space is provided for administrative and clerical personnel. The space includes an area for conferences and staff training. (R) (Renumbered 12/17)

18.65 Locker space, showers, and dressing area should be provided for facility employees. Toilets shall be provided for facility employees. (R)(Renumbered 12/17) (Revised 12/23)

18.66 A public lobby or waiting area is provided which includes sufficient seating, access to restroom facilities, and drinking fountains. Public access to security and administrative work areas shall be restricted. All public areas of the facility shall be accessible to people with disabilities. (R) (Renumbered 12/17)

18.67 A variance from the specific requirements of the physical plant standards for new construction or renovation may be granted by the Jail Standards Committee on an individual basis to allow arrangements that would, in the Committee's judgment, provide at least equivalent conditions as would be afforded by explicit compliance with the corresponding standards. (Renumbered 12/17)

> 18.67.01 When a variance from a Standard is desired, the facility administrator shall submit a request to the Jail Standards Committee outlining the proposed alternative arrangement together with documentation showing how such arrangement will provide conditions at least equivalent to the corresponding Standard.
> 18.67.02 The variance, if granted, shall apply only to the petitioner for the specific facility cited.

CHAPTER 19

Health Services Physical Facilities

The jail standards within this chapter are specific to Ada County but may be considered for other facilities planning new construction.

References for standards:

- Idaho Jail Standards
- NCCHC Standards (J-D-03 ~ Specific to facility design)
- Jail Design Guide ~ A Resource for Small and Medium-Sized jails (NIC)
- Correctional Health Care ~ Guidelines for the Management of an Adequate Delivery System ~ Specifically Chapter 11 (NIC document derived from NCCHC)
- Isolation Rooms: Design, Assessment, and upgrade ~ A resource document from Institutional Consultation Services

These standards are written to be applicable to new construction, or renovation. In addition, they identify facility standards that will be applicable to existing jails to meet certification. There is a significant difference in the sizes of jails in the State of Idaho. The range of health services also varies greatly. These standards identify what "facility space" shall be required at a minimum, as well as areas that may be considered.

19.01 There are three common areas that all jails (future or existing) shall have to meet certification. (M)

- Examination area
- Medication/pharmaceutical storage (NCCHC J-D-01)
- Medical records storage

These areas are addressed first in the following standards.

19.02 For jails providing a scope of service beyond the three common areas described above, the following should be considered:

- Examination
- Medication/Pharmacy
- Records
- Urgent care / Ambulance access
- Inmate waiting area
- Sobering/detox
- Dental
- Lab
- X-Ray
- Control room
- Staff floor stations

- Conference room
- Interview rooms
- Support/staff offices/locker room/decontamination-shower
- Medical supply/storage
- Medical gas (tank storage and shut off locations)
- Single cells
- Multi-occupancy cells
- Anti-cells/Isolation cells
- Mental health
- Dayroom
- Exercise area
- Ambulance access
- Telecom-security, electrical, Mechanical (HVAC), plumbing chases
- Janitor closets ~ storage
- Staff restrooms
- Hazardous waste

19.03 Emergency Access ~ All jails shall have identified ambulance access to the facility. (M)

19.04 Examination Rooms ~ All jails shall have an area adequate for use as an exam room. (M)

- Whether the examination room will be new construction or converted existing space, adequate area is one that would accommodate physical examination of a prone patient.
- The area should allow sufficient room for security staff to be present for high-risk individuals. Reference documents suggest that an exam-room area should be no less than 80 net square feet, and it is highly recommended that the room be sized to the community standard of 100 net square feet. (R)

19.05 Exam - If the room is to be used for other situations such as emergency care it should be 180 net square feet to allow for gurney access. (Urgent Care: NCCHC J-E-08 AED recommendation) (R)

- The facility shall have an AED available to staff. (Also, see IJS 06.03.04.2) (M)
- The room shall be sized and arranged to allow handicapped access. (NIC 4-107, 4-108) (M)
- The inmate's privacy and the staff/facility security should be primary consideration in selecting or designing an exam room. The design will provide visual and acoustic privacy but may incorporate blinds, vision panel or other apparatus to provide for selective observation by security staff. (NCCHC J-A-09 and NIC 4-109, 4-110 & 4-411) (M)
- The examination room area may be designed in a manner to accommodate a variety of use; however, sufficient combined square footage must be allowed. (M)
- It is highly recommended that exam rooms be located to provide a direct line of sight from a constantly staffed security post. If there are to be multiple examination rooms, these should be located next to, or adjacent to, one another. (NIC 4-107) (R)

- Shall be located off a main circulation corridor for quick and easy access. (M)
- Should incorporate panic or duress alarms, as well as have two-way communication via telephone and/or intercom. The design may include a status indicator light to notify staff when the room is occupied and/or door monitoring by the control center. (R)
- Cabinets and drawers shall be equipped with locks. (M)
- Lighting will be sufficient to conduct routine examinations. (NIC 4-411) (M)
- Should incorporate sufficient control for the room temperature. (R)
- Data ports for computer use should be considered. (R)

19.06 Medication Storage/Pharmacy Area ~ All jails shall have storage for pharmaceuticals that complies with the State Board of Pharmacy. (NCCHC J-D-01 and NIC 4-112 through 4-115) (M)

- Depending on the size of the jail and the population, the space for medications may be as small as a cabinet or as large as a full-service pharmacy. Regardless, it must be in an area restricted to health services or security staff assigned to health service duty. The area must be secure from break-in with controlled access. (M)
- Consider the location of the pharmacy in relation to the inmate housing areas regardless of whether staff delivers medications or inmates go to the pharmacy to receive them.
- The medication storage areas must be secured and locked. Any narcotic type of medication must be double locked, such as a locked storage cabinet/cart within a locked room/closet. Further reference can be found in Idaho Board of Pharmacy and DEA regulations. (M)
- A facility must have a DEA License if that facility stores any narcotics on site. Schedule II narcotics must be counted daily by two people. (M)
- It is highly recommended that the pharmacy be located to provide direct line of sight from a constantly staffed security post. (R)
- If the jail has an actual pharmacy room that area should have sufficient countertop work area, a sink, and a refrigerator. (R)
- Consideration should be given to incorporating panic or duress alarms, as well as having two-way communication via telephone and/or intercom, and data ports for computer use. (R)
- Consideration to be given for a med-pass window that can be secured and locked when not in use. (R)
- Consideration for doorway that will allow passage of any medication-pushcart/cabinet storage. (R)

19.07 Records Area ~ All jails shall have storage for inmate health records, which complies with restricted access and confidentiality. NCCHC J-D-03-4, NCCHC J-H-02-2 (M)

- NCCHC J-G-03 "A complete inpatient health record is kept for each patient and includes:
    - "Secure health care record storage should be provided." (NIC 4-115)
    - "Health records are confidential and should be kept secure and separate from other inmate records and under the custody of medical personnel only." (NIC 4-

115) "The key to proper location of health records is that they be accessible to health care staff work areas and highly secured from casual access by unauthorized staff or inmates." (NIC 4-115)

19.08 Detox Area ~ All jails need an area identified to handle sobering/detox ~ See existing IJS 18.45 (M)

- In direct line of sight from a constantly staffed security post (R)
- Minimum of fixtures (R)
- Floor toilet/drain (R)
- Consideration for a "low 8-inch bench" should be given. This reduces the chance of injury if a person rolls/falls off it. (R)

19.09 Housing / Infirmary ~ Definition: "An infirmary is an area in the facility accommodating patients for a period of 24 hours or more, expressly set up and operated for the purpose of caring for patients who need skilled nursing care but are not in need of hospitalization or placement in a licensed nursing facility, and whose care cannot be managed safely in an outpatient setting. It is not the area itself, but the scope of care provided that makes the bed an infirmary bed." (NCCHC J-G-03) (NCCHC J-B-03 also addresses "Inmate Housing") "Patients are always within sight or hearing of a qualified health care professional." "Call lights and buzzer systems can be a useful way of ensuring this." (NCCHC J-G-03)

- **Single Occupancy Cell** ~ See IJS 18.47 (M)
- **High Risk Cell(s)** for housing suicide risk (no fixtures to tie off on, etc.) (R)
- **Isolation Cell & Anteroom Cell** ~ See IJS 18.51 / Note: An anteroom differs from an iso-room in that the anteroom has a room in front of the cell/patient room, which further reduces the infectious particles from transferring to other areas. (Refer to Chapter 4 letter "H" in Isolation Rooms: Design, Assessment, and upgrade ~ A resource document from Institutional Consultation Services) (Negative air ~ see below)
- **Multiple Occupancy Cell** ~ See IJS 18.48 (M)
- **Dormitories** ~ See IJS 18.50 (M)
- **Day Rooms** ~ Health Services infirmary areas significantly differ from general inmate housing. For the most part the health services inmate population is quite transient with short stays until stabilized or recovered. Some of these inmates may be restricted to their cell for health reasons while others may be allowed to recreate. It is reasonable that most dayroom standards (18.49) for general housing be applied in a health services setting, however, a reduced dayroom size is allowed. Those involved with developing the facility design will need to determine what portion of the infirmary population may reasonably be allowed out of cell at any given time. The square foot standard "per inmate" in IJS 18.49 should then be applied to that number to determine the amount of dayroom that will be required. IJS 18.49.01 and 18.49.02 remain applicable. Further reference: NCCHC J-F-03 (M)

Note: Dry cell housing referred to in IJS 18.46.02 is not recommended in a health services infirmary.

• Exercise areas: As stated above, sufficient dayroom area will exist to accommodate indoor exercise when weather dictates a need. An outdoor recreation area near the infirmary is highly recommended. Outdoor recreation areas should be near the infirmary and shall have walls at least 12 feet high and be securely covered with expanded metal of a gauge no less than 11. (Refer to IJS 18.55) (NCCHC J-F-03 ~ "There should be a designated room or area, inside or outside, for exercise.") (M)
• **Negative airflow and other considerations** ~ Cell areas should have HVAC balanced to create negative air. By doing this the amount of air from the cells mixing back into the dayroom and other areas is reduced, thereby helping to minimize contamination. (Refer to Chapter 2 in Isolation Rooms: Design, Assessment, and Upgrade, specifically letter "F", also NCCHC J-B-01, J-G-04-5, J-G-04-6) (R)

19.10 Waiting Area ~ Appropriate seating should be provided for inmate waiting. (R)

• "Appropriate seating should be provided for inmate waiting. The waiting area should be adjacent to the examination area and, preferably, visible from a constantly staffed post." (NIC 4-118)
• "Space for the inmate waiting area should be programmed at about 12 to 15 net square feet per person, which should be adequate for both seating and movement around the seating."
• Design should minimize staff having to go through inmate waiting to access examination rooms and other space.
• Consideration should be given to including a maximum level holding cell in the waiting area. (High risk cell) / NCCHC J-D-03-7
• A restroom and drinking fountain will be accessible in the waiting area.
• Separate restrooms for staff in other areas of the health services shall be provided.
• It is recommended to locate the inmate restroom such that a specimen pass can be installed directly to the lab from the restroom or, if this is not accomplished, a specimen shelf should be included.

19.11 Visiting ~ Video visitation is highly recommended. Due to the nature of a health services setting and the various health issues within such facility, limiting movement and exposure is better achieved through video visitation. However, it is acceptable to accomplish visiting using existing jail procedures for those who are well enough to participate. (Refer to IJS 18.53 & 18.54)
19.12 Administrative Support Areas ~ Refer to 18.63 and 18.64 (With regard to shower it is recommended that an eye-wash-shower type combo for decontamination be considered in lieu of a standard shower.) (R)

• Optional rooms to support Jail administration may be considered (Conference room, Library, etc.)

19.13 Control Center ~ Refer to IJS Chapter 18. Note: If the jail has more than one control center, programming for hand off to the main control station should be considered. (Revised 12/23)

19.14 Staff Posts ~ Refer to IJS Chapter 18 • Maximize sight lines to inmate areas for supervision. (Revised 12/23)

19.15 Laundry ~ Refer to IJS Chapter 18• NCCHC J-B-02 also references laundry. (Revised 12/23)

19.16 Janitorial • Consideration of specialized cleaning service of cells and contaminated areas. • Refer to IJS Chapter 18~ NCCHC J-B-02 also references "Housekeeping" (Revised 12/23)

19.17 Hazardous material/waste ~ All jails should have protocol for safe handling of sharps and hazardous materials (M)

- Consideration must be given to protocol for handling and where hazardous waste materials will be stored for disposal.
- The facility ensures that "sharps and biohazardous waste are disposed of properly." (NCCHC J-B-01, 3-b) Consideration should be given to having a hazardous waste business pick up and dispose of such material.

19.18 Mental Health

- Housing (Variation of options from single cell isolation, multi-occupancy to small dormitory)
- Observation cell(s) for housing suicide risk (no fixtures to tie off on, etc.)
- Muted color scheme
- Interview rooms
- References: NCCHC J-D-03-4

19.19 ADA Considerations ~ ADA accessibility must be included in a portion of the inmate housing areas, clinic, dental, etc. (M)

19.20 Physical therapy considerations ~ Jails may not be set up to accommodate full physical therapy programs; however, consideration may be given to accommodation on a case-by-case basis. Example: stationary bike in a dayroom area, etc.

19.21 Dental ~ The size and configuration of a dental area will depend on the extent of service – x-ray, etc. ~ as example: ACSO is 122 sq. ft. per chair (R)

- No less than 90 square feet and may vary up to 150 sq. ft. for a single chair dental area.
- Consideration must be given to proper venting of dental compressor and suction.
- At least two sinks (one for cleaning and one for consumption use)
- References: NCCHC J-D-03-10 &11

19.22 Laboratory ~ Will be determined by extent of service.

- There are regulations in place for labs, so standards are not identified other than a statement to refer to regulatory requirements.
- References: NCCHC J-D-03-6

19.23 X-Ray

- Due to the various types of x-ray equipment, it is hard to write a specific standard. (Traditional that requires developing vs. digital, etc.)
- Portable units, most do not require special wall lining, etc.
- Refer to building code regulatory requirements.

19.24 Storage and supply area(s) ~ All jails need to have adequate medical supply storage. Consideration must be given to providing adequate storage areas.

- Janitorial
- Medical/dental/specialty supplies
- Inmate supplies (uniforms, bedding, etc.)
- Office supplies

CHAPTER 20

WORK RELEASE FACILITIES

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2024 PAYETTE COUNTY FACILITIES ASSESSMENT

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2024

Payette County
Facilities Assessment

PREPARED FOR PAYETTE COUNTY

JUNE 2024

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13: Shed 4 1130 3rd Ave N | Payette, ID 83661 31

14: Shed 5 1130 3rd Ave N | Payette, ID 83661 31

Overview

The project team conducted departmental interviews and met with facilities staff during a one-day site visit in May of 2024. The information gathered during the interviews, visual inspection of the facilities, and review of documentation provided by the County have been aggregated into this report. Several County owned buildings were catalogued in this report without an in-depth analysis.

Ratings

Each building system has been rated according to the following:

- Excellent - Only normal maintenance required.
- Good - Some minor repairs needed and/or system normally functions as intended.
- Fair - More minor repairs and some infrequent larger repair required and/or the system occasionally unable to function as intended.
- Poor - Significant repairs required; excessive wear and tear clearly visible; obsolete; system not fully functional as intended; repair parts not easily obtainable; and/or does not meet all codes.
- Bad - Major repairs or replacement required to restore function and/or unsafe to use.

Finishes

In general, finishes refer to the treatment of any horizontal and vertical surfaces. This can include lighting styles, color schemes, flooring type, wall/ceiling surfaces (such as paint, wallpaper, paneling, texture, ceiling tile, etc.), as well as any other decorative architectural elements. A standard finish is characterized by a uniformly good appearance and industry best practice. In contrast, outdated finishes are characterized by design trends or styles that are in poor condition, obsolete, and/or no longer preferred.

Assumptions

Departmental Spaces

Each facility lists the departments that predominately occupy/utilize the spaces within each building.

Costs

We recommend adding 30-40% to all costs to allow for additional costs such as contingency, consultants, fees (permit, sewer, traffic impact, etc.), testing, furniture, etc. All costs are based on market values as of the date of this document and subject to annual escalation factors thereafter. Costs do not include acquisition of new property.

Remodel Costs

Renovation costs are given for budgetary considerations only. Actual costs are based on the final design, extent of work, level of security, unforeseen conditions, etc. Funding impacted by Build America Buy America Act (BABAA), Buy American Act, or Buy America Act may escalate costs.

New/Addition Costs

Costs for new construction are given for budgetary considerations only. Actual costs are based on the final design, actual square footages, type of construction, levels, site constraints, etc. Funding impacted by Build America Buy America Act (BABAA), Buy American Act, or Buy America Act may escalate costs.

Demolition Costs

Demolition costs are provided by Abatement Pro, an Idaho demolition contractor, and assume the following conditions:

- Asbestos and other hazardous abatement is not included. Each building should be tested for hazardous waste prior to demolition.
- Demolition numbers do not include utility abandonment.

Land Report: Courthouse Campus Payette, ID 83661

Number of Buildings: 14 Total Area: 5.49 Acres

Number of Parcels: 1



Parcel(s)	Area	Zoning	Flood Plain
A: P00000343680	5.49 Acres	A Residential, B Residential	No

	Building(s)	Address
1	Courthouse	1130 3rd Ave N
2	Detention	1130 3rd Ave N
3	Department of Motor Vehicles (DMV) + Driver's License Division	205 N 12th St
4	Carport	1130 3rd Ave N
15	Broadcasting Station	1171 1st Ave N
6	Prosecuting Attorney's Office	1115 1st Ave N
7	Detached Garage	1115 1st Ave N
8	Probation Building	1130 3rd Ave N
9	Storage Building	1130 3rd Ave N

10	Shed 1	1130 3rd Ave N
11	Shed 2	1130 3rd Ave N
12	Shed 3	1130 3rd Ave N
13	Shed 4	1130 3rd Ave N
14	Shed 5	1130 3rd Ave N

2: Detention 1130 3rd Ave N | Payette, ID 83661



Parcel ID	P00000343680
Construction Type	Concrete, Masonry, and Metal Stud
Occupancy Class	I-3
Year Built	1972, Expansion 1999
Area	16,300 SF
Floor(s)	1 + Mezzanine
Department(s)	Sheriff: Offices and Detention

CONDITION ASSESSMENT

Item	5	4	3	2	1	0
Garage (sally port)						
Parking Lot(s) (shared; too small for visitors)						
Walkways						
Landscaping/Sitework						
Foundation						
Basement						
Structure						
Roof						
Exterior Façade						
Exterior Windows						
Exterior Doors						
Exterior Lighting						
Interior Finishes						
Interior Walls						
Interior Floors						
Interior Ceilings						
Interior Doors/Windows						

Item	5	4	3	2	1	0
Interior Lighting (flickers)						
Bathrooms/Showers						
Drinking Fountains						
ADA Accessibility						
Kitchen/Break Room						
Other Specialty Areas						
Stairs/Ramps/Railings						
Elevators						
Communication Systems (at capacity)						
Alarm Systems (card access; CCTV)						
Plumbing (obsolete fixtures, sewer backs-up)						
HVAC						
Fire Protection Systems						
Electrical (not enough outlets)						
Generators						
Fuel Storage/Service (propane)						
Other Building Systems and Equipment						

NOTES

- major building systems (e.g., MEP, boiler, HVAC, plumbing, electrical, roof) nearing the end of life
    - fire alarm was updated in 2021
    - new ceiling and lighting has been designed for replacement
    - two 4-ton RTU's were replaced in 2018
    - furnace and air conditioner was replaced in 2014
    - AC unit was added to server room in 2011
    - 3-ton mini-split system head was replaced in 2024
    - ductless heat pump systems was installed in 2022, 2 units
    - HVAC has been evaluated and designed for replacement, including 10 RTU's (3 new, 7 old), $300K
    - HVAC detention distribution system has been evaluated and designed for replacement, $165K + $82K
    - HVAC courthouse distribution system has been evaluated and designed for replacement, $330K
    - chiller replacement has been evaluated and designed for replacement, $215K
    - boiler replacement has been evaluated and designed for replacement, $160K
    - roof has been repaired and needs replacement
    - plumbing is obsolete and sewer backs up
    - access to electrical outlets is insufficient with multiple extension cords in inmate areas
- structural survey completed after 2020 earthquake, noting some cracks with no significant life-safety issues
- inadequate ADA access
- outdated finishes
- spaces do not function as needed/intended
- spaces do not meet industry best practices
- at capacity for needed functions and requires additional SF to meet best practices
- men and women inmates occupy the building concurrently with insufficient separation by sight and sound, per regulations
- inmate doors do not function; some have to be left open as they may not reopen
- razor wire in inmate yard is too low with documented head injuries

COSTS

Remodel costs for jails/detention centers range from $600 to $800/SF.

- Remodeling the existing detention center, with no expansion, would range from $9.8M to $13M plus $1.2M for systems replacement.

New construction for jails/detention centers ranges from $1,200 to $1.400/SF or $150K to $200K per bed.

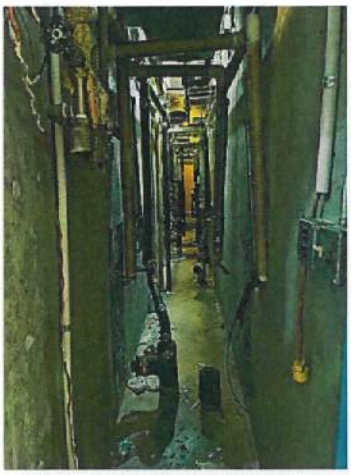
- A new, 250-bed detention facility would range from $37.5M to $50M.

SUMMARY

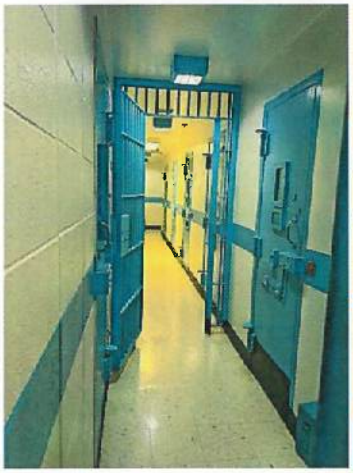
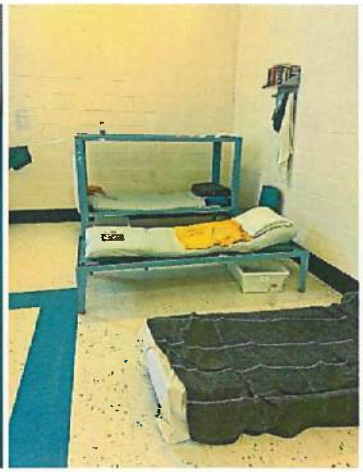
Built in 1972 and expanded in 1999, 16,300 SF (includes 30% circulation) of this 35,943 SF concrete/masonry building is currently used by the Sheriff for their offices and detention facility with 69 beds.

Overall, the building is in fair condition.

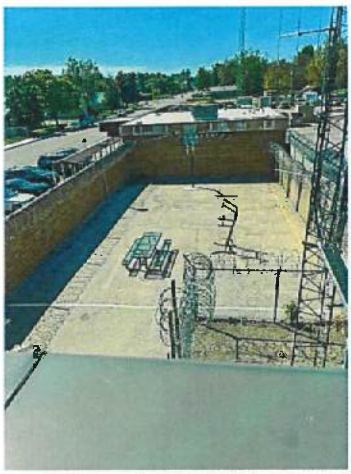
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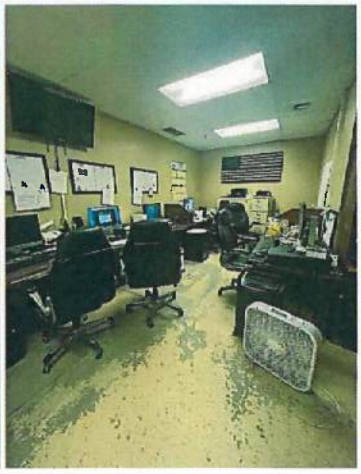







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JAIL INSPECTION REPORTS

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Idaho Sheriffs' Association

3100 Vista Ave., Ste. 203
Boise, ID 83705
208-287-0001
www.idahosheriffs.org

March 16, 2026

Sheriff Andy Creech
Payette County Sheriff's Office
1130 Third Avenue North Room #101
Payette, ID 83661

Re: 2026 Jail Inspection

Dear Sheriff Creech:

I completed the inspection of your jail on March 16, 2026. Thanks to Lt. McDonald and Sgt. Crimin for their help in completing the inspection paperwork and the tour of the facility. Any areas that are not in compliance with the Idaho Jail Standards are listed towards the end of this document.

The first item reviewed was a checklist of all of the Standards. This allowed Lieutenant McDonald the opportunity to self-report areas where the jail is not in compliance.

I looked at the work schedules for the months of February, May, August, and November. The work schedule for the detention deputies showed that you always had a minimum of at least two deputies scheduled for every shift in the facility.

I reviewed policies dealing with reporting of use of force, Prohibiting the use of inmates for medical testing, Inmate mail, Inmate access to attorneys and legal representation, and inmate workers. All of the policies reviewed are in compliance with the Idaho Jail Standards.

One of the items requested to preview was the Average Daily Population reports for each month during the past calendar year. I noted that you had 221 days where your facility exceeded 69 inmates. This more than 60% of the time you exceeded your capacity. That does not take into account when one or more housing units were over capacity while the total number remained at or below 69. At the time of the inspection, the jail was holding 76 inmates. The average daily population over the past year was 72.21. Your reported average cost per inmate bed per day for fiscal year 2024-2025 was $87.42 This is only 76.5% of the state average of $114.25.

The Payette City Fire Department inspected your facility on February 12, 2025. There were no violations noted. The fire sprinkler suppression system was inspected on March 14, 2025, and the fire alarm system was inspected on October 6-7, 2025. All systems passed. I requested and received a copy of the Fire Safety Officer's reports for January, April, August, and November of 2025. Sergeant Crimin completed the January inspection report and noted that there was no fire safety inspection done in April due to the Academy. This is contrary to Jail Standard 6.03.01 that requires monthly fire safety

inspections. Deputy Naillon completed the August and November reports as your Fire Safety Officer. The new fire safety officer is Deputy Towner. In both the August and November reports it was noted that the outlet cover in the chow hall was missing screws. I did take note that a good number of the extension cords that had been used as permanent wiring had been removed and electrical conduit and boxes had taken their place. The only extension cord I saw in use was for a medical device that an inmate was using.

Fire drills were conducted on September 28 and again on September 30, 2025. The drills appear to have included a total of nine deputies, plus the Fire Safety Officer, Sergeant Crimin. The documentation was well done. It was explained that the Fire Department and/or EMS were not actually involved and their participation was simulated. This is contrary to Jail Standard 6.03.02 that requires fire department/EMS participation in at least one drill annually. Of your current staff, only one deputy who is on light duty and Lt. McDonald did not participate in a drill.

Based on the training records I received, it appears that all of your current detention staff are up to date on their minimum training requirements.

Your food service is provided by Summit Correctional Services. Summit's dietitian, Jessica Waldner, confirmed, in a letter dated January 27, 2026, that the menu supplies the dietary needs as stated in the Jail Standards. Southwest District Health inspected your facility on November 24, 2025. There were no violations noted. When I toured the facility, I noted a couple of different food containers in the walk-in cooler that had not been tagged and dated. One contained what appeared to be cooked rice while the other containers contained what appeared to be celery and on either side of carrots that were properly marked.



UNDATED RICE



UNDATED CELERY

I reviewed the security check logs for the following dates in 2025: April 20, May 26, July 4, November 11and December 25. April 20th showed 17 violations of the 60 minute maximum standard between security checks. The other dates all showed as being compliant. I asked for the security check logs for April 19 and 21 to insure that this one date was an anomaly and not a practice. April 19, 2025, showed no violations of the 60-minute maximum standard, however, April 21, 2025, showed 11 violations of the 60-minute standard.

You did not have any Special Security Checks that needed to be completed between the dates requested, July 22 through July 29, 2025.

The medical services contract continues to be with Dr. Sean Hackett which covers all of the necessary medical services for your facility. An updated contract was signed in January, 2026.

I reviewed the food menu for inmate food service for December 7-13, 2025. There were no two days in the seven day period where the exact same meal was served. This complies with the Jail Standard and the Federal Court of Idaho settlement with the Idaho Department of Corrections.

During the course of my inspection, I first interviewed Lt. McDonald. He explained that he has been the jail commander for over seven years. Lt. McDonald confirmed that the average daily population for the past calendar year was just over 72 inmates per day. He added that most days the jail was over capacity, and even more days the jail had at least one housing unit over capacity.

Lieutenant McDonald confirmed that there is never less than two deputies on duty in the jail at any time but that two is the minimum staffing allowed in the jail.

He also explained that in order to keep the security checks relatively random, but yet timely, there is an alarm that goes off about every 30 minutes to remind the deputies to do their rounds. In order to keep the security checks relatively random, he further explained that deputies do the security checks in reverse order or sometimes split the checks so they are not consistently done in the same order.

I asked Lt. McDonald what the biggest item he learned from the last fire drill that they had held. He explained that the biggest issue learned from the last fire drill was that the staff is very young, both in age and in life experience. This causes some confusion and a lack of knowing exactly what to do. I also asked the Lieutenant what he though was lacking in training for new deputies. He immediately stated that getting newly hired detention deputies into the P.O.S.T. Academy is difficult in a timely manner. He added that over the past year, they have worked hard at bringing good training into the facility and sponsored by the Sheriff's Office.

I asked Lt. McDonald how the deputies were trained to enforce the inmate rules. He explained that new deputies are first instructed to read the policy and procedures manual, then read the inmate handbook so they know what rules the inmates are supposed to abide by. He further explained that a supervisor may have to re-enforce the appropriate actions for a deputy to take in response to a violation of those rules.

I asked about the key management policy for the jail. Lt. McDonald explained that they have two systems. The old part of the jail has keys that are kept in a key box and are signed our for each shift. The new part of the jail has keys that are issued to each deputy.

My final question for Lt. McDonald was if there was anything else I needed to know about the jail. He said that they are very overcrowded and they need a new facility badly.

I next interviewed Sgt. Crimin. He told me that he has worked for the Payette County Jail for about five and a half years. He confirmed that there are always at least two deputies on each shift, but not always a female deputy on each shift. He further explained that when a female deputy is not available, the female dispatchers will help out with searching incoming female inmates.

Sgt. Crimin also confirmed the overcrowding situation, estimating that at least one housing unit is overcrowded 99% of the time.

I gave Sgt. Crimin a scenario of doing security checks and finding an inmate hanging from a sheet at the end of a bunk and asked him what he would do. He replied that he would radio for the other

deputy, and ask dispatch to send medical, he would then try to lift the inmate up to take the weight off of the ligature and cut the knot. He would perform first aid / CPR as needed until medical arrived. He would then make sure that the Lieutenant was notified of the incident.

Sgt. Crimin explained that the last fire safety training they received occurred in either September or October and involved evacuations of inmates.

Sgt. Crimin explained that they do security checks approximately every thirty (30) minutes and to make them as irregular as possible, he takes a different route each time.

I asked Sgt. Crimin how an inmate who had never been to the Payette County Jail before became oriented to the facility and its operations. He told me that many items are explained during the booking process and that the inmates are referred to the inmate handbook that is available in each housing unit.

I also asked Sgt. Crimin what the biggest complaint he hears from inmates about medical treatment. He explained that the one issue is confirming that they are truly on medications before the medical provider can see the inmate and confirm any previous prescriptions. This is particularly a problem with suboxone.

I asked a similar question about complaints about the food. He relayed that since they have a new kitchen manager from Summit Correctional Services, there have been no complaints about the food.

I asked several questions about procedures that are listed in the Jail Standards and Sgt. Crimin was able to explain each one in compliance with the respective standards.

When asked what part of the jail needed to be repaired the most, he said that the lack of natural light in some of the housing units needed to be a priority.

In closing, Sgt. Crimin expressed frustration with the overcrowding situation that is primarily due to the Idaho Department of Corrections not taking inmates sentenced to their facilities in a timely manner.

I then interviewed two inmates, separately. One was male and the other female. Both had been in the facility before, and one had been in custody this time for about 14 months while the other for about three months. They both agreed that there are at least two deputies on each shift, while one said that there is not always a female deputy on duty, while the other said that there was.

Both inmates explained that they had been asked about their medical history when they were booked into the jail, both had seen a medical professional within a week of arriving and both could explain how to request to see a medical provider while in custody.

Even though they both could explain the evacuation routes from their housing units in case of an emergency, one told me that they did not know it. Both admitted that there were maps in the housing units that explained the route, but the one inmate said that they had not taken the time to really look at the map.

Both inmates were very aware of the zero-tolerance policy against sexual assault, abuse, or harassment, both said that they had been made aware during the initial booking process, through

pamphlets they had received and through information on the kiosk in the housing units. Both could describe different methods of reporting such illicit activity if necessary. Both inmates said that they feel safe in the facility.

One inmate said that no one was in a temporary bunk, commonly called a 'boat' at this time, while the other inmate said that three 'boats' were currently being used in their housing area.

Both inmates reported that deputies generally check on them about every thirty minutes. They both said that the deputies are polite and appropriately interact with the inmates. When asked about those checks after lights out, both inmates said that the deputies try to be quiet but still make checks about every half hour.

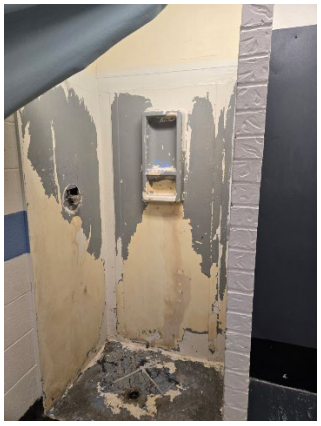
Both inmates said that they have the ability to shower daily, and clothing is exchanged every other day.

When I asked what else they thought I should know, one told me that the jail needs to purchase new uniforms as the current ones are pretty worn out. The other complimented the staff and said that it is an easy jail to be in as long as you do what you are told.

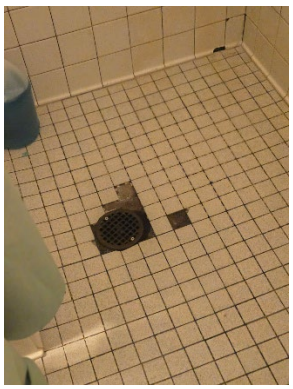
Sgt. Crimin then helped me tour the facility. We first went by holding cells. One of note, which was occupied by a recent arrestee, had a floor drain cover that appeared to have been pried up. There was a stench of raw sewage in the cell. Sgt. Crimin explained that it is supposed to be plugged and concreted over but has not been done yet. This is obviously not sanitary, and the metal cover could be a hazard for the cell occupant.



I also noted that in the intake area, the shower that was originally designed for incoming inmates to shower is unusable. Incoming inmates must be taken elsewhere in the facility to shower and change into jail clothes. The original shower is in dire condition.



As we toured the facility, I took note that several of the shower areas had broken tiles. This is a hazard for those using the shower and broken tiles can easily be used as a cutting weapon.

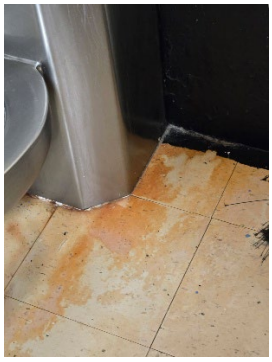




I later learned that Lt. McDonald had previously purchased heavy-duty rubber mats for the showers, but they had obviously never been put in place.

I also noted, particularly in the older part of the jail, there were issues with the one-piece toilet and sink combinations. They were reported to splash water out of the toilets when they are flushed, causing water to accumulate on the floor. Stains around the toilet/sink units confirm this report. Additionally, there was a good amount of evidence of leaking faucets and valves. The hard water stains and calcium deposits showed the problem here.

One item that became known from an inmate in the older portion of the jail was that the inmate had to plug the sink with a piece of cloth due to the sewer gases coming up through the drain pipes.

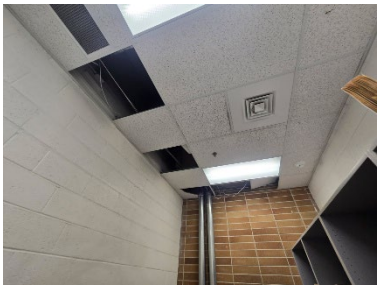




Another area of concern was in the laundry area. It is quite apparent there is a water leak problem near the washing machines or the washing machine drains. There were blankets on the floor that was there to either dam the water or soak it up. The blankets appeared to be very wet. Not only is the leak an issue, but the wet blankets on the floor are a hazard for tripping as well as a source of mold and mildew buildup.



Another concern was the missing ceiling tiles in the library room that is located just off of the dining hall. This is a fire code violation.



The Payette County Jail, first built in 1972, has outlived its useful life.
The overcrowding and physical problems with the facilities are directly related to the Idaho Jail Standards. The lack of adequate office space, storage space, and general work areas compound the problems. In its current condition, I do not see how the current Payette County Jail will ever pass a jail inspection.

A total of Mandatory Standards out of compliance: 7

6.03.01 The fire safety officer conducts monthly fire safety inspections of the facility.

6.03.02 The fire safety officer schedules and coordinates one fire drill annually that includes fire and medical response to the facility. In addition, all employees must receive fire safety training annually.

7.02 Facility employees physically observe all inmates at least every sixty (60) minutes on an irregular schedule and the time of all such checks is to be logged. (M) (Revised 3/25)

10.07 All plumbing, lighting, ventilation equipment, furnishings, and security hardware in inmate living areas are kept in good working order and any broken fixture, equipment, furnishings, or hardware is promptly repaired or replaced as soon as practical.

18.01 The facility has a rated capacity established in accordance with these Standards. Except in emergencies, the total number of inmates in each cell or housing unit does not exceed its rated capacity. The number of inmates which may be housed in a particular cell or room, housing unit, or facility is based upon available square footage, sanitary fixtures, and other physical plant features as specified in these Standards.

18.12 Temporary holding cells provide at least twenty-five (25) square feet of floor space per occupant but are not smaller than forty (40) square feet. Occupants have access to toilets, lavatory with hot and cold water, and an immediate source of fresh potable water.

18.13 Detoxification cells shall provide at least twenty-five (25) square feet of floor space per occupant but are no smaller than forty (40) square feet. Occupants have access to toilets, lavatory with hot and cold water, and an immediate source of fresh potable water.

Total of Recommended Standards out of compliance: 1

18.05 All inmate living areas should provide visual access to natural light, unless prohibited by security concerns.

18.23 Adequate space is allocated for, but not limited to, the following functions: a. Deputy stations and workstations b. Food service c. Medical service d. Laundry e. Storage for inmate clothing, bedding, facility supplies f. Secure storage of chemical agents, weapons, and security devices g. Housekeeping and maintenance.

Based upon the jail inspection and finding multiple mandatory standards out of compliance, I regret that I must recommend the Payette County Jail for a non-compliance designation for the Idaho Jail Standards for 2025-2026.

Please give me a call if you have any questions or if I can be of assistance to you.

Sincerely,

Ben Wolfinger
Jail Standards Coordinator/Inspector
Idaho Sheriff's Association
3100 Vista Avenue
Suite 203
Boise, ID 83705
bwolfinger@idahosheriffs.org

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March 26, 2025

Sheriff Andy Creech
Payette County Sheriff's Office
1130 Third Avenue North Room #101
Payette, ID 83661

Re: 2025 Jail Inspection

Dear Sheriff Creech:

I completed the inspection of your jail on March 26, 2025. Thanks to Lt. McDonald and Dep. Crimins for their help in completing the inspection paperwork and the tour of the facility.

I began the inspection process by reviewing all of the documents that were provided pursuant to the letter of instruction that your agency received at the December Sheriffs' conference. The checklist of the Idaho Jail Standards showed that no applicable standard was out of compliance during 2024. However, your average daily population reports showed that you were overcapacity a good deal of the time during 2024.

The work schedule for the detention deputies showed that you always had a minimum of at least two deputies scheduled for every shift in the facility.

The list of uncertified deputies showed a total of five deputies, as of January 1, 2025. One had completed P.O.S.T. in April of 2024 and was waiting final certification. Three had graduated from the College of Western Idaho and were waiting final certification and one had been hired in September of 2024 and was waiting to attend the Idaho P.O.S.T. Detention Academy.

One of the items requested was the Average Daily Population reports for each month during the past calendar year. I noted that September showed an ADP of 72.13 and December showed an ADP of 71.77. Both are in excess of your maximum capacity of 69. As follow-up, I requested the daily population reports for both months. In September, I noted that you were over capacity 23 of the 30 days, or 76.7% of the time. In December, I noted that you were over capacity 20 of the 31 days or 64.5%. I also noted that in November, your average daily population was exactly at 69.

The Payette City Fire Department inspected your facility on March 7, 2024. There were no violations noted. I requested and received a copy of the Fire Safety Officer's reports for May, June, September and October of 2024. Deputy Crimin is your Fire Safety Officer. I noted that the same safety concerns that were reported in May were still being reported in October. It appears that nothing has been done to correct these concerns.

A fire drill was conducted on September 18 and again on September 27, 2024. The drills appear to have included a total of eleven deputies, plus the Fire Safety Officer, Deputy Crimin. The documentation was well done. It is not clear whether the local Fire Department responded as part of the drill.

Based on the training records I received; it appears that all of your detention staff are up to date on their minimum training requirements.

I reviewed the security check logs for the following dates in 2024: April 5, July 5, September 2, October 26, and December 14. All security checks were within the Idaho Jail Standard limit of 60 minutes. However, I noted that, according to the Guardian printouts, the checks were set at 30 minutes. I recommend that your policy and practice are coordinated within the Jail Standard limits.

You did not have any Special Security Checks that needed to be completed between the dates requested, May 15 through May 25, 2024.

The medical services contract with Dr. Sean Hackett covers all of the necessary medical services for your facility. Since this contract was initially signed in 2017, and this is the second term of a new Sheriff, and undoubtedly, new County Commissioners, I recommend that an updated contract be signed in the near future.

I reviewed your policies dealing with Sexual Assault, Abuse or Harassment, Violation of Idaho Code 18-6110, Emergency Procedures and Transfers of Medical Information. In reviewing the Sexual Assault, Abuse or Harassment policy, the content was quite adequate. However, the policy still is title PREA and refers to PREA. PREA is the Federal Prison Rape and Elimination Act. The Idaho Sheriffs' Association voted to not be a PREA state as a whole but allows individual counties to maintain PREA standards and certifications, under the direct supervision and inspection of the U.S. Marshall's service. This includes the policies on violation of Idaho State Law, 18-6110. The Emergency Procedures and Transfers of Medical Information appear to be comprehensive and complete.

In reviewing the orientation / FTO schedule of training the VINE program is not listed in the necessary training for orientation. This was corrected when I pointed it out to Lt. McDonald.

The final item on the pre-inspection information was a copy of the Inmate Search Preference Form. This form appears to mirror the universal form and is adequate for its intended purpose.

As part of the inspection process, I interviewed Lt. McDonald. He explained that he had been the Jail Commander for about 6 years. He also explained that the overall average daily population in the jail was 72.13, which is over your maximum capacity of 69. Lt. McDonald stated that the Payette County Jail was over capacity about 50% of the time during the previous year.

Lt. McDonald confirmed that your minimum staffing is two deputies on duty and that you never go below two deputies on duty in the jail. He also confirmed that all deputies, with one exception, are certified within a year of employment. A waiver request has been submitted to the P.O.S.T. Council for the one individual.

Lt. McDonald explained that the records retention policy is to keep everything at least five years, then only destroyed upon resolution of the Board of County Commissioners. He also explained that everything the jail generates, with the exception of medical files, is public record.

I asked several questions about policies and procedures. Lt. McDonald was able to explain all of them in compliance with the Idaho Jail Standards.

The final item I asked about was the various methods that inmates can report sexual assault, abuse, or harassment. He was able to explain several methods that inmates have to make such reports.

I next interviewed Dep. Crimins. He told me that he has worked for Payette County for about four and a half years and he had not worked in corrections or detention prior to coming to work for Payette County.

When asked, Dep. Crimins explained that there are never less than two deputies on duty in the jail, but that there is not always a female deputy on duty. When that occurs, the dispatch personnel assist with the searches of female inmates.

When asked, Dep. Crimins stated that he believed that the facility was overcapacity about 60% of the time during the previous year.

I asked Dep. Crimins what he would do if an earthquake occurred while he was on duty. He replied that he would do a lock down, then a head county, call supervisors, check for injuries and structural damage. These are all reasonable responses to such a catastrophe.

Deputy Crimins was able to explain the policy regarding when strip searches of inmates occur as well as where all strip searches are documented. He was also able to explain multiple ways that inmates can report suspected violations of the zero-tolerance sexual assault, abuse, or harassment policy.

When asked, Deputy Crimins explained that inmates complain that they only get medication three times a day. He further explained that this process helps to eliminate inmates from “cheeking” their medications or hiding them for future use or abuse. When asked he said the biggest complaint about the food is the portion size. Some inmates do not believe that the portions are large enough.

Deputy Crimins was able to explain the policy on procedure on releasing inmates as well as when inmates are allowed recreation.

In closing, Deputy Crimins, when asked, said that expanded housing units need to occur and repairs of the showers in the inmate housing areas should be a top priority.

I next interviewed two inmates. One male and one female. Both said that this was not their first time in the Payette County Jail. One said that they had been incarcerated this time about seven months, the other about four months.

Both inmates said that there are at least two deputies on each shift and there are generally a male and female deputy on each shift.

Both inmates stated that they had been asked about their medical history when they were booked into the facility. They said that they had seen a medical professional within days of being booked or

were given the opportunity to see the medical professional but declined. They both could explain how to request to see the medical professional for non-emergency treatment of an ailment.

One inmate said that they did not know the evacuation route out of the jail, while the other said that they did. Neither inmate said that the evacuation routes are posted in the housing units. I also took note that I did not see the evacuation routes posted in any of the housing units.

Both inmates were familiar with the zero-tolerance policy on sexual assault, abuse, or harassment. They were familiar with information given at booking, posters in the housing units and a short video that is shown every time they log into the kiosk in the housing unit. Both inmates could explain multiple ways to report sexual assault, abuse, or harassment if necessary.

One inmate said that the only time inmates were in temporary bunks, commonly known as 'boats' was due to medical issues. The other inmate said that they had several 'boats' in their unit due to overcrowding.

Both inmates said that the deputies check on them every 25 to 40 minutes and that the deputies are appropriately interactive with the inmates.

When I asked the inmates about the food at the Payette County Jail, they both said that it is not that bad. One commented that they eat a good deal of turkey, in various forms. Both agreed that other jails have worse food service.

In closing, one inmate commented that the deputies really try to help the inmates with their problems. The other was concerned that the deputies do not always come into the housing unit to check on the inmates, but they believe that this is due to the long hours and multiple shifts the deputies are working and that they are tired.

During my walk-through of the facility, I noticed that the facility was generally clean. The showers in most areas are in poor repair and need to be re-tiled or otherwise repaired. The ventilation system in the female housing unit did not seem to be working. This unit was warmer and more humid than any other place in the jail. The "spaghetti mess of extension cords plugged into extension cords in the inmate worker housing unit were obviously a violation of the International Fire Code and create a fire and electrocution hazard in the unit.

As I toured the facility and spoke briefly with inmates, I heard several concerns. I relayed those to Lt. McDonald. If founded, some of those could rise to violations of the Idaho Jail Standards.

Summary of Entire Idaho Jail Standards Compliance

A total of Mandatory Standards out of compliance: 3

18.01 The facility has a rated capacity established in accordance with these Standards. Except in emergencies, the total number of inmates in each cell or housing unit does not exceed its rated capacity. The number of inmates which may be housed in a particular cell or room,

housing unit, or facility is based upon available square footage, sanitary fixtures, and other physical plant features as specified in these Standards.

18.12 Temporary holding cells provide at least twenty-five (25) square feet of floor space per occupant but are not smaller than forty (40) square feet. Occupants have access to toilets, lavatory with hot and cold water, and an immediate source of fresh potable water.

18.13 Detoxification cells shall provide at least twenty-five (25) square feet of floor space per occupant but are no smaller than forty (40) square feet. Occupants have access to toilets, lavatory with hot and cold water, and an immediate source of fresh potable water.

Total of Recommended Standards out of compliance: 1

18.05 All inmate living areas should provide visual access to natural light, unless prohibited by security concerns.

Based upon the jail inspection and finding at least three mandatory standards out of compliance, I must recommend the Payette County Jail for a non-compliance designation for the Idaho Jail Standards for the 2025 inspection year.

Please give me a call if you have any questions or if I can be of assistance to you.

Sincerely,

Ben Wolfinger
Jail Standards Coordinator/Inspector
Idaho Sheriff's Association
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April 9, 2024

Sheriff Andy Creech
Payette County Sheriff's Office
1130 Third Avenue North Room #101
Payette, ID 83661

Re: 2024 Jail Inspection

Dear Sheriff Creech:

I completed the inspection of your jail on April 9, 2024. Thanks to Lt. McDonald and Cpl. Studtmann for their help in completing the inspection paperwork and the tour of the facility.

During my walk-through of the facility, I did not notice any areas in need of repair. The facility was very clean, and I did notice that you plumbing issues that include leaks around one toilet, and a bucket under a sink to catch leaks in the booking area. The temperature was good, and the lighting was good.

Your meal preparation is done by Summit Food Service. Their dietician approved the menu on January 4, 2024.

The Southwest Public Health District inspection dated November 14, 2023, and found no violations.

Commissary services are offered to inmates through Summit. Indigent inmates are given hygiene and writing supplies as needed.

Your rated capacity is sixty-eight (68) without counting holding cells and your inmate population on the day of the inspection was fifty-seven (57). The average daily population over the past year was sixty-nine (69). Your reported average cost per inmate day for fiscal year 2022-2023 was $72.94, well below the state average of $129.93.

During the course of my inspection, I interview Cpl. Studtmann. He told me that he has worked for Payette County for about five years and had not worked in a detention or correctional facility prior to working for Payette County. Cpl. Studtmann said that there are never less than two deputies working in the jail at any one time, but there is not always a male and female deputy on duty at all times. He added that the female deputies in civil, dispatch and even female officers from Payette P.D. will assist, as necessary.

Cpl. Studtmann noted that they are over capacity about half of the time during calendar year 2023. Lt. McDonald confirmed this.

Cpl. Studtmann was able to describe his response to a fire found in the laundry room that included notifications, attempt to suppress the fire and potential evacuations if necessary. He was also able to describe the policy with regards to strip searches in the facility. He explained that there are no cross-gender strip searches, all strip searches are done on reasonable suspicion and when they are done, the inmate is off camera, and the deputy is on camera throughout the process. He did not believe that strip searches were documented anywhere.

Cpl. Studtmann explained that inmates have access to legal materials to assist in their own defense through the kiosk in each housing unit and the law library accessed through it. He was also able to explain the process that inmates use to access commissary services which is supplied by Summit Services as well as the process for screening incoming inmate mail. The mail is divided into two groups, legal and personal. The personal mail is opened and scanned by staff for contraband, threats, escape attempts, etc. and then logged into the Jail Management System prior to being delivered to the inmates. The legal mail is only opened in front of the inmate and only checked for metallic items, such as staples or paperclips, before the inmate is allowed to possess it.

Cpl. Studtmann told me that he is able to receive his on-going training to maintain his P.O.S.T. certification through a variety of means that include in-service training, outside training classes and on-line training classes.

Cpl. Studtmann said that the complaints he hears from inmates about medical services are that they do not get the medication that they want and the time it takes to get a non-emergency dental appointment. The complaints about the food are centered around the repetitive nature of the menu.

Cpl. Studtmann said that the booking officers do initial inmate classification and Deputy Mackey reviews initial inmate classification documents and does any follow-up classifications, as necessary. Cpl. Studtmann also stated that the holding cells are dry cells and do not have immediate access to potable water or toilet facilities. Deputies must bring water and escort inmates from a holding cell to a restroom when required. Cpl. Studtmann noted that there is no outside perimeter fence around the facility. He closed by saying that plumbing is a problem at the facility.

STANDARDS SELECTED BY ICRMP FOR THE ICRMP JAIL INSPECTION PROGRAM

The following is a list of the Idaho Jail Standards adopted by the Idaho Sheriffs' Association that were selected by ICRMP for their underwriting purposes. Failure to comply with these standards may change the terms of the County's insurance coverage with ICRMP. Please contact Lindsay Dressler at ICRMP for more information.

Staffing – In compliance with the standard.

IJS 03.02

There are never less than two deputies on duty at any time. The minimum staffing for the facility is two deputies on duty.

Training and Staff Development – In compliance with the standard

IJS 04.01
IJS 04.03

IJS 04.07

Deputies are detention certified within one year of hire. On-going training is maintained through a variety of means so everyone continues to be certified. CPR, PREA, 18-6110 training have all been conducted within the required time frames.

Fire Safety and Emergency Procedures – In compliance with the standards.

IJS 06.01
IJS 06.02
IJS 06.03
IJS 06.04

Deputy Crimin is the fire safety officer and your documentation on monthly fire safety inspections reflects applicable areas. He has noted the same fire safety concerns in July, September, and December of 2023. They included extension cords being used permanently, the kitchen bathroom door and laundry room doors that are not shut when not in use and outlet covers not in place. However, the local fire department did a fire inspection on March 7, 2024, and found no violations.

You conducted a fire drills in the jail on September 25, and October 1, 2023. Different scenarios were done with each, and 8 total deputies participated in the fire and partial evacuation drill. This incident was debriefed as tabletop training with all jail staff.

Fire evacuation plans are posted in the housing unit. Both inmates I interviewed were aware of the evacuation plans and were aware of the route.

Inmate Observation/Security Checks – In compliance with the standards

IJS 07.02

The dates checked during this time were June 15, August 15, October 12, November 22, and December 2, 2022. The logs show that nearly all security checks were within standard. On June 15, at 1607 hours, all checks except for pods 100-400 were one to nearly 4 minutes over the 60-minute limit. Again, on August 15, at 2139 hours, Pods 100, 200, and 400 showed checks over the 60-minute limit, but less than a minute over the limit. I asked for two additional days, June 26, and August 30 for confirmation. After reviewing these two additional days, I found only one incident that exceeded the 60-minute limit. It was only 33 seconds over time.

There were no special watch security checks during the time frame given.

Strip Searches and Body Cavity Searches – In compliance with the standard.

IJS 15.05

Your intake strip searches are done based upon reasonable suspicion, persons who know ahead of time that they are coming to jail. Supervisor permission is required prior to a strip search. All strip searches are documented in an incident report. When interviewing the Cpl. Studtmann, he did not believe that strip searches are documented. Since strip searches require approval from a Sergeant, it is probable that Cpl. Studtmann is not aware of the documentation requirement pursuant to the strip search policy.

No strip searches are done in groups, none are done on camera, and cross gender strip searches are not allowed. The strip search is done in a private room. One deputy conducts the strip search unless the inmate may become combative and, if that is the situation, another deputy stands outside the door to be able to respond quickly.

Body cavity searches are done only with a search warrant and done by a medical professional.

Health Care Services – In compliance with the standards

IJS 11.01
IJS 11.03
IJS 11.10
IJS 11.12
IJS 11.13

Medical screening is done at booking. If a serious medical issue is reported, EMS or medical staff will be contacted, or the arresting officer will be asked to take the individual to the emergency room.

To request medical care, inmates can submit a medical request or can ask a deputy.

I verified you have an agreement with Dr. Sean Hacket for inmate medical services. Mental health services are available to inmates through the Region Three Health and Welfare Mental Health Services.

Inmates may send a request to see the medical provider when necessary.

Inmate Rights, Regarding Rape, Sexual Assault or Sexual Activity – In compliance with the standard

IJS 12.03
IJS 12.04

Inmates are given a handout on PREA when they are booked. They also have posters in each housing unit explaining PREA. Inmates are also shown a PREA video weekly on Sundays.

Inmates can report sexual abuse or sexual harassment by filing a grievance or kite, telling a deputy, using the kiosk in the housing unit, or telling a family member or third party.

Staff had training on Idaho Statute 18-6110 on March 29, 2023, with PREA training.

Physical Facility – Not in compliance with the standard

IJS 18.01

The documentation of your inmate population showed you were over your rated capacity in at least one cell or housing "about half of the time" during calendar year 2023. This was both reported by staff and documented in population reports. Your daily average population for the past fiscal year was one over your maximum rated capacity.

Summary of ICRMP Selected Standards Compliance

Total ICRMP selected standards in compliance: 7

Total ICRMP selected standards out of compliance: 1

Summary of Entire Idaho Jail Standards Compliance

A total of Mandatory Standards out of compliance: 3

18.01 The facility has a rated capacity established in accordance with these Standards. Except in emergencies, the total number of inmates in each cell or housing unit does not exceed its rated capacity. The number of inmates which may be housed in a particular cell or room, housing unit, or facility is based upon available square footage, sanitary fixtures, and other physical plant features as specified in these Standards.

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18.13 Detoxification cells shall provide at least twenty-five (25) square feet of floor space per occupant but are no smaller than forty (40) square feet. Occupants have access to toilets, lavatory with hot and cold water, and an immediate source of fresh potable water.

Total of Recommended Standards out of compliance: 1

18.05 All inmate living areas should provide visual access to natural light, unless prohibited by security concerns.

Based upon the jail inspection and finding at least one mandatory standard out of compliance, I must recommend the Payette County Jail for a non-compliance designation for the Idaho Jail Standards for 2024.

Please give me a call if you have any questions or if I can be of assistance to you.

Sincerely,

Ben Wolfinger
Jail Standards Coordinator/Inspector
Idaho Sheriff's Association
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Suite 203
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bwolfinger@idahosheriffs.org

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September 11, 2023

Sheriff Andy Creech
Payette County Sheriff's Office
1130 Third Avenue North Room #101
Payette, ID 83661

Re: 2023 Jail Inspection

Dear Sheriff Creech:

I completed the inspection of your jail on May 31, 2023. Thanks to your detention staff for their help in completing the inspection paperwork and the tour of the facility.

During my walk-through of the facility, I did not notice any areas in need of repair. The facility was very clean, and I didn't notice any leaks from plumbing, the temperature was good, and the lighting was good.

Your meal preparation is done by Summit Food Service. Their dietician approved the menu on May 12, 2023.

The Southwest Public Health District inspection dated September 20, 2022, passed your facility with minor comments that have since been addressed.

Commissary services are offered to inmates through Summit. Indigent inmates are given hygiene and writing supplies as needed.

Your VINE Coordinator is Brooke Jones.

Your rated capacity is sixty-eight and your inmate population on the day of the inspection was sixty-eight. The average daily population over the past year was fifty-one.

I interviewed Deputy Crimin who told me that he had worked in the Payette County Jail for almost three years. He confirmed that cell/security checks are done on a regular basis and recorded on the guardian system for documentation. He also stated that he is the fire safety officer and explained his duties as such. He stated that inmates are informed about PREA through a handout that they receive at booking information posted in the housing units and a video that is shown every Sunday to all inmates. He was also able to confirm the various methods of reporting sexual harassment or abuse and understood his responsibilities as a first responder to such a report. Deputy Crimin gave a good explanation of the medical screening done upon intake into the facility. The contract medical

provider, Dr. Sean Hacket, holds sick calls weekly and ensures that 14-day medical assessments are completed usually within the mandatory time period.

I interviewed two inmates who were incarcerated in your facility at the time of the inspection. One was male who had been in the Madison County jail approximately five months. The other was female who had been in custody at Madison County approximately three weeks. Both inmates reported that there are not generally a male and female deputy on each shift but that deputies check on them about every 15 to 25 minutes. Both inmates said they knew about the evacuation plan for the facility and could explain it. Both inmates stated that they had received a medical evaluation shortly after being booked into the facility. Both knew how to request to see the medical provider if necessary. Both stated they received PREA education as soon as they were booked in, information is posted in their pods, and a video that is played weekly. Reports of sexual abuse can be made on a kite, to the staff, to a family member or friend, and on the phone or even to visiting clergy. Reports can also be made anonymously. Both stated they feel safe from sexual abuse in the Payette County Jail. Both reported that all inmates had bunks to sleep on. Both inmates stated that they had not been involved in at least one fire drill during their incarceration.

STANDARDS SELECTED BY ICRMP FOR THE ICRMP JAIL INSPECTION PROGRAM

The following is a list of the Idaho Jail Standards adopted by the Idaho Sheriffs' Association that were selected by ICRMP for their underwriting purposes. Failure to comply with these standards may change the terms of the County's insurance coverage with ICRMP. Please contact Lindsay Dressler at ICRMP for more information.

Staffing – In compliance with the standard

IJS 03.02

There are never less than two deputies on duty at any time. The minimum staffing for the facility is two deputies on duty.

Training and Staff Development – In compliance with the standard

IJS 04.01

IJS 04.03

IJS 04.07

Deputies are detention certified within one year of hire. On-going training is maintained through a variety of means so everyone continues to be certified.

Fire Safety and Emergency Procedures – In compliance with the standards

IJS 06.01

IJS 06.02

IJS 06.03

IJS 06.04

Deputy Crimin is the fire safety officer and your documentation on monthly fire safety inspections reflects applicable areas.

The lieu of a fire drill you experienced an actual fire incident on July 8, 2022. This incident was debriefed as tabletop training with all jail staff. The local fire department inspected the facility on February 24, 2023, and found no violations.

Fire evacuation plans are posted in the housing unit. Both inmates I interviewed were aware of the evacuation plans and were aware of the route.

Inmate Observation/Security Checks – In compliance with the standards

IJS 07.02

The dates checked during this time were September 24, October 3, November 13, November 25, and December 3, 2022. The logs show that all security checks were within standard.

There were no special watch security checks during the time frame given.

Strip Searches and Body Cavity Searches – In compliance with the standard

IJS 15.05

Your intake strip searches are done based upon reasonable suspicion, persons who know ahead of time that they are coming to jail. Supervisor permission is required prior to a strip search. All strip searches are documented.

No strip searches are done in groups, none are done on camera, and cross gender strip searches are not allowed. The strip search is done in a private room. One deputy conducts the strip search unless the inmate may become combative and, if that is the situation, another deputy stands outside the door to be able to respond quickly.

Body cavity searches are done only with a search warrant and done by a medical professional.

Health Care Services – In compliance with the standards

IJS 11.01

IJS 11.03

IJS 11.10

IJS 11.12

IJS 11.13

Medical screening is done at booking. If a serious medical issue is reported, EMS or medical staff will be contacted, or the arresting officer will be asked to take the individual to the emergency room.

To request medical care, inmates can submit a medical request or can ask a deputy.

I verified you have an agreement with Dr. Sean Hacket for inmate medical services. Mental health services are available to inmates through the Region Three Health and Welfare Mental Health Services.

Inmates may send a request to see the medical provider when necessary.

Inmate Rights, Regarding Rape, Sexual Assault or Sexual Activity – In compliance with the standard

IJS 12.03
IJS 12.04

Inmates are given a handout on PREA when they are booked. They also have posters in each housing unit explaining PREA. Inmates are also shown a PREA video weekly on Sundays.

Inmates can report sexual abuse or sexual harassment by filing a grievance or kite, telling a deputy, using the kiosk in the housing unit, or telling a family member or third party.

Staff had training on Idaho Statute 18-6110 on various days in December 2022 with PREA training.

Physical Facility – Not in compliance with the standard

IJS 18.01

The documentation of your inmate population showed you were over your rated capacity in at least one cell or housing "a lot" during calendar year 2022. This was both reported by staff and documented in population reports.

Summary of ICRMP Selected Standards Compliance

Total ICRMP selected standards in compliance: 7

Total ICRMP selected standards out of compliance: 1

Summary of Entire Idaho Jail Standards Compliance

A total of Mandatory Standards out of compliance: 1

IJS 18.01 The facility has a rated capacity established in accordance with these Standards. Except in emergencies, the total number of inmates in each cell or housing unit does not exceed its rated capacity. The number of inmates which may be housed in a particular cell or room, housing unit, or facility is based upon available square footage, sanitary fixtures, and other physical plant features as specified in these Standards.

Total of Recommended Standards out of compliance: 0

Based upon the jail inspection and finding at least one mandatory standard out of compliance, I must recommend the Payette County Jail for a non-compliance designation for the Idaho Jail Standards for 2023.

Please give me a call if you have any questions or if I can be of assistance to you.

Sincerely,

Ben Wolfinger
Jail Standards Coordinator/Inspector
Idaho Sheriff's Association
3100 Vista Avenue
Suite 203
Boise, ID 83705
bwolfinger@idahosheriffs.org

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PAYETTE COUNTY
JAIL POPULATION PROJECTIONS

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POPULATION & ADMISSIONS																																			
Year		**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**	**2045**	**2046**	**2047**	**2048**	**2049**	**2050**	**2051**	**2052**	**2053**	**2054**	**2055**	**2056**	**2057**	**2058**	**2059**	**2060**
County Population		28,179	28674	29177	29689	30210	30450	30693	30937	31183	31431	31681	31934	32188	32444	32702	32962	33225	33489	33756	34024	34295	34568	34843	35120	35400	35682	35966	36252	36540	36831	37124	37420	37717	38017	38320
Payette County Population Forecast Milestones						30210										32702										35400										38320
Admissions per 100K (ADM)		7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100
AVERAGE DAILY POPULATION BY AVERAGE LENGTH OF STAY																																			
	Average Length of Stay (ALOS)																																			
	8	43.9	44.6	45.4	46.2	47.0	47.4	47.8	48.1	48.5	48.9	49.3	49.7	50.1	50.5	50.9	51.3	51.7	52.1	52.5	52.9	53.4	53.8	54.2	54.7	55.1	55.5	56.0	56.4	56.9	57.3	57.8	58.2	58.7	59.2	59.6
	9	49.3	50.2	51.1	52.0	52.9	53.3	53.7	54.2	54.6	55.0	55.5	55.9	56.4	56.8	57.3	57.7	58.2	58.6	59.1	59.6	60.0	60.5	61.0	61.5	62.0	62.5	63.0	63.5	64.0	64.5	65.0	65.5	66.0	66.6	67.1
	10	54.8	55.8	56.8	57.8	58.8	59.2	59.7	60.2	60.7	61.1	61.6	62.1	62.6	63.1	63.6	64.1	64.6	65.1	65.7	66.2	66.7	67.2	67.8	68.3	68.9	69.4	70.0	70.5	71.1	71.6	72.2	72.8	73.4	74.0	74.5
	11	60.3	61.4	62.4	63.5	64.6	65.2	65.7	66.2	66.7	67.3	67.8	68.3	68.9	69.4	70.0	70.5	71.1	71.7	72.2	72.8	73.4	74.0	74.6	75.1	75.7	76.3	77.0	77.6	78.2	78.8	79.4	80.1	80.7	81.3	82.0
Low	12	65.8	66.9	68.1	69.3	70.5	71.1	71.6	72.2	72.8	73.4	74.0	74.5	75.1	75.7	76.3	76.9	77.6	78.2	78.8	79.4	80.1	80.7	81.3	82.0	82.6	83.3	84.0	84.6	85.3	86.0	86.7	87.3	88.0	88.7	89.4
	13	71.3	72.5	73.8	75.1	76.4	77.0	77.6	78.2	78.9	79.5	80.1	80.8	81.4	82.0	82.7	83.4	84.0	84.7	85.4	86.0	86.7	87.4	88.1	88.8	89.5	90.2	90.9	91.7	92.4	93.1	93.9	94.6	95.4	96.1	96.9
	14	76.7	78.1	79.5	80.9	82.3	82.9	83.6	84.3	84.9	85.6	86.3	87.0	87.7	88.4	89.1	89.8	90.5	91.2	91.9	92.7	93.4	94.1	94.9	95.6	96.4	97.2	97.9	98.7	99.5	100.3	101.1	101.9	102.7	103.5	104.4
Mid	15	82.2	83.7	85.1	86.6	88.1	88.8	89.6	90.3	91.0	91.7	92.4	93.2	93.9	94.7	95.4	96.2	96.9	97.7	98.5	99.3	100.1	100.9	101.7	102.5	103.3	104.1	104.9	105.8	106.6	107.5	108.3	109.2	110.1	110.9	111.8
	16	87.7	89.2	90.8	92.4	94.0	94.8	95.5	96.3	97.1	97.8	98.6	99.4	100.2	101.0	101.8	102.6	103.4	104.2	105.1	105.9	106.7	107.6	108.4	109.3	110.2	111.1	111.9	112.8	113.7	114.6	115.5	116.5	117.4	118.3	119.3
	17	93.2	94.8	96.5	98.2	99.9	100.7	101.5	102.3	103.1	103.9	104.8	105.6	106.4	107.3	108.1	109.0	109.9	110.7	111.6	112.5	113.4	114.3	115.2	116.1	117.1	118.0	118.9	119.9	120.8	121.8	122.8	123.7	124.7	125.7	126.7
High	18	98.7	100.4	102.2	104.0	105.8	106.6	107.5	108.3	109.2	110.1	110.9	111.8	112.7	113.6	114.5	115.4	116.3	117.3	118.2	119.1	120.1	121.0	122.0	123.0	123.9	124.9	125.9	126.9	127.9	129.0	130.0	131.0	132.1	133.1	134.2
	19	104.1	106.0	107.8	109.7	111.7	112.5	113.4	114.3	115.2	116.2	117.1	118.0	119.0	119.9	120.9	121.8	122.8	123.8	124.8	125.7	126.8	127.8	128.8	129.8	130.8	131.9	132.9	134.0	135.0	136.1	137.2	138.3	139.4	140.5	141.6
	20	109.6	111.6	113.5	115.5	117.5	118.5	119.4	120.4	121.3	122.3	123.3	124.2	125.2	126.2	127.2	128.2	129.3	130.3	131.3	132.4	133.4	134.5	135.6	136.6	137.7	138.8	139.8	141.0	142.2	143.3	144.4	145.6	146.7	147.9	149.1
	21	115.1	117.1	119.2	121.3	123.4	124.4	125.4	126.4	127.4	128.4	129.4	130.4	131.5	132.5	133.6	134.6	135.7	136.8	137.9	139.0	140.1	141.2	142.3	143.5	144.6	145.8	146.9	148.1	149.3	150.5	151.6	152.9	154.1	155.3	156.5
	22	120.6	122.7	124.9	127.1	129.3	130.3	131.3	132.4	133.4	134.5	135.6	136.7	137.7	138.8	139.9	141.1	142.2	143.3	144.5	145.6	146.8	147.9	149.1	150.3	151.5	152.7	153.9	155.1	156.4	157.6	158.9	160.1	161.4	162.7	164.0

AVERAGE DAILY POPULATION if ALOS = 12 days																																			
ALOS 12	66	67	68	69	71	71	72	72	73	73	74	75	75	76	76	77	78	78	79	79	80	81	81	82	83	83	84	85	85	86	87	87	88	89	89
Classification Factor	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification	**82**	**84**	**85**	**87**	**88**	**89**	**90**	**90**	**91**	**92**	**92**	**93**	**94**	**95**	**95**	**96**	**97**	**98**	**98**	**99**	**100**	**101**	**102**	**102**	**103**	**104**	**105**	**106**	**107**	**107**	**108**	**109**	**110**	**111**	**112**
AVERAGE DAILY POPULATION if ALOS = 15 days																																			
ALOS 15	82	84	85	87	88	89	90	90	91	92	92	93	94	95	95	96	97	98	98	99	100	101	102	102	103	104	105	106	107	107	108	109	110	111	112
Classification Factor	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification	**103**	**105**	**106**	**108**	**110**	**111**	**112**	**113**	**114**	**115**	**116**	**116**	**117**	**118**	**119**	**120**	**121**	**122**	**123**	**124**	**125**	**126**	**127**	**128**	**129**	**130**	**131**	**132**	**133**	**134**	**135**	**136**	**138**	**139**	**140**
AVERAGE DAILY POPULATION if ALOS = 18 days																																			
ALOS 18	99	100	102	104	106	107	107	108	109	110	111	112	113	114	115	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134
Classification Factor	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification	**123**	**125**	**128**	**130**	**132**	**133**	**134**	**135**	**136**	**138**	**139**	**140**	**141**	**142**	**143**	**144**	**145**	**147**	**148**	**149**	**150**	**151**	**152**	**154**	**155**	**156**	**157**	**159**	**160**	**161**	**162**	**164**	**165**	**166**	**168**

Year Markers	**2026**				**2030**					**2035**					**2040**					**2045**					**2050**					**2055**					2060

Sources: Payette County, Idaho Demographics Report, Population Forecast, McClure, 2024; Payette County Sheriff's Office population and admission statistics

ADP PROJECTION ADM 7100 - Low Growth Model

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POPULATION & ADMISSIONS																																			
Year		**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**	**2045**	**2046**	**2047**	**2048**	**2049**	**2050**	**2051**	**2052**	**2053**	**2054**	**2055**	**2056**	**2057**	**2058**	**2059**	**2060**
County Population		28,179	28674	29177	29689	30210	30588	30971	31359	31752	32149	32552	32959	33372	33790	34213	34641	35075	35514	35958	36409	36864	37326	37793	38266	38745	39230	39721	40219	40722	41232	41748	42271	42800	43336	43879
Payette County Population Forecast Milestones						30210										34213										38745										43879
Annual Admissions Rate per 100K		7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100
AVERAGE DAILY POPULATION BY AVERAGE LENGTH OF STAY																																			
	Average Length of Stay (ALOS)																																			
	8	43.9	44.6	45.4	46.2	47.0	47.6	48.2	48.8	49.4	50.0	50.7	51.3	51.9	52.6	53.2	53.9	54.6	55.3	56.0	56.7	57.4	58.1	58.8	59.5	60.3	61.0	61.8	62.6	63.4	64.2	65.0	65.8	66.6	67.4	68.3
	9	49.3	50.2	51.1	52.0	52.9	53.6	54.2	54.9	55.6	56.3	57.0	57.7	58.4	59.2	59.9	60.6	61.4	62.2	63.0	63.7	64.5	65.3	66.2	67.0	67.8	68.7	69.5	70.4	71.3	72.2	73.1	74.0	74.9	75.9	76.8
	10	54.8	55.8	56.8	57.8	58.8	59.5	60.2	61.0	61.8	62.5	63.3	64.1	64.9	65.7	66.6	67.4	68.2	69.1	69.9	70.8	71.7	72.6	73.5	74.4	75.4	76.3	77.3	78.2	79.2	80.2	81.2	82.2	83.3	84.3	85.4
	11	60.3	61.4	62.4	63.5	64.6	65.5	66.3	67.1	67.9	68.8	69.7	70.5	71.4	72.3	73.2	74.1	75.1	76.0	76.9	77.9	78.9	79.9	80.9	81.9	82.9	83.9	85.0	86.1	87.1	88.2	89.3	90.4	91.6	92.7	93.9
Low	12	65.8	66.9	68.1	69.3	70.5	71.4	72.3	73.2	74.1	75.0	76.0	76.9	77.9	78.9	79.9	80.9	81.9	82.9	83.9	85.0	86.1	87.1	88.2	89.3	90.4	91.6	92.7	93.9	95.1	96.2	97.5	98.7	99.9	101.2	102.4
	13	71.3	72.5	73.8	75.1	76.4	77.4	78.3	79.3	80.3	81.3	82.3	83.3	84.4	85.4	86.5	87.6	88.7	89.8	90.9	92.1	93.2	94.4	95.6	96.8	98.0	99.2	100.4	101.7	103.0	104.3	105.6	106.9	108.2	109.6	111.0
	14	76.7	78.1	79.5	80.9	82.3	83.3	84.3	85.4	86.5	87.6	88.6	89.8	90.9	92.0	93.2	94.3	95.5	96.7	97.9	99.2	100.4	101.6	102.9	104.2	105.5	106.8	108.2	109.5	110.9	112.3	113.7	115.1	116.6	118.0	119.5
Mid	15	82.2	83.7	85.1	86.6	88.1	89.3	90.4	91.5	92.6	93.8	95.0	96.2	97.4	98.6	99.8	101.1	102.3	103.6	104.9	106.2	107.6	108.9	110.3	111.7	113.1	114.5	115.9	117.4	118.8	120.3	121.8	123.3	124.9	126.4	128.0
	16	87.7	89.2	90.8	92.4	94.0	95.2	96.4	97.6	98.8	100.1	101.3	102.6	103.9	105.2	106.5	107.8	109.2	110.5	111.9	113.3	114.7	116.2	117.6	119.1	120.6	122.1	123.6	125.2	126.7	128.3	129.9	131.6	133.2	134.9	136.6
	17	93.2	94.8	96.5	98.2	99.9	101.2	102.4	103.7	105.0	106.3	107.6	109.0	110.4	111.7	113.1	114.6	116.0	117.4	118.9	120.4	121.9	123.4	125.0	126.5	128.1	129.7	131.4	133.0	134.7	136.3	138.1	139.8	141.5	143.3	145.1
High	18	98.7	100.4	102.2	104.0	105.8	107.1	108.4	109.8	111.2	112.6	114.0	115.4	116.8	118.3	119.8	121.3	122.8	124.3	125.9	127.5	129.1	130.7	132.3	134.0	135.7	137.4	139.1	140.8	142.6	144.4	146.2	148.0	149.9	151.7	153.6
	19	104.1	106.0	107.8	109.7	111.7	113.1	114.5	115.9	117.4	118.8	120.3	121.8	123.3	124.9	126.4	128.0	129.6	131.3	132.9	134.6	136.2	138.0	139.7	141.4	143.2	145.0	146.8	148.6	150.5	152.4	154.3	156.2	158.2	160.2	162.2
	20	109.6	111.6	113.5	115.5	117.5	119.0	120.5	122.0	123.5	125.1	126.6	128.2	129.8	131.5	133.1	134.8	136.5	138.2	139.9	141.6	143.4	145.2	147.0	148.9	150.7	152.6	154.5	156.5	158.4	160.4	162.4	164.5	166.5	168.6	170.7
	21	115.1	117.1	119.2	121.3	123.4	125.0	126.5	128.1	129.7	131.3	133.0	134.6	136.3	138.0	139.8	141.5	143.3	145.1	146.9	148.7	150.6	152.5	154.4	156.3	158.3	160.3	162.3	164.3	166.3	168.4	170.5	172.7	174.8	177.0	179.2
	22	120.6	122.7	124.9	127.1	129.3	130.9	132.5	134.2	135.9	137.6	139.3	141.0	142.8	144.6	146.4	148.2	150.1	152.0	153.9	155.8	157.8	159.7	161.7	163.8	165.8	167.9	170.0	172.1	174.3	176.5	178.7	180.9	183.2	185.5	187.8

AVERAGE DAILY POPULATION if ALOS = 12 days																																			
ALOS 12		66	67	68	69	71	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	92	93	94	95	96	97	99	100	101	102
Classification Factor		1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification		**82**	**84**	**85**	**87**	**88**	**89**	**90**	**91**	**93**	**94**	**95**	**96**	**97**	**99**	**100**	**101**	**102**	**104**	**105**	**106**	**108**	**109**	**110**	**112**	**113**	**114**	**116**	**117**	**119**	**120**	**122**	**123**	**125**	**126**	**128**

AVERAGE DAILY POPULATION if ALOS = 15 days																																			
ALOS 15		82	84	85	87	88	89	90	91	93	94	95	96	97	99	100	101	102	104	105	106	108	109	110	112	113	114	116	117	119	120	122	123	125	126	128
Classification Factor		1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification		**103**	**105**	**106**	**108**	**110**	**112**	**113**	**114**	**116**	**117**	**119**	**120**	**122**	**123**	**125**	**126**	**128**	**130**	**131**	**133**	**134**	**136**	**138**	**140**	**141**	**143**	**145**	**147**	**149**	**150**	**152**	**154**	**156**	**158**	**160**

AVERAGE DAILY POPULATION if ALOS = 18 days																																			
ALOS 18		99	100	102	104	106	107	108	110	111	113	114	115	117	118	120	121	123	124	126	127	129	131	132	134	136	137	139	141	143	144	146	148	150	152	154
Classification Factor		1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification		**123**	**125**	**128**	**130**	**132**	**134**	**136**	**137**	**139**	**141**	**142**	**144**	**146**	**148**	**150**	**152**	**154**	**155**	**157**	**159**	**161**	**163**	**165**	**167**	**170**	**172**	**174**	**176**	**178**	**180**	**183**	**185**	**187**	**190**	**192**

Year Markers	**2026**				**2030**					**2035**					**2040**					**2045**					**2050**					**2055**					2060

Sources: Payette County, Idaho Demographics Report, Population Forecast, McClure, 2024; Payette County Sheriff's Office population and admission statistics

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POPULATION & ADMISSIONS																																				
Year		**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**2036**	**2037**	**2038**	**2039**	**2040**	**2041**	**2042**	**2043**	**2044**	**2045**	**2046**	**2047**	**2048**	**2049**	**2050**	**2051**	**2052**	**2053**	**2054**	**2055**	**2056**	**2057**	**2058**	**2059**	**2060**
County Population		28,179	28674	29177	29689	30210	30668	31134	31606	32085	32572	33066	33568	34077	34594	35119	35652	36193	36742	37299	37865	38439	39022	39614	40215	40825	41444	42073	42711	43359	44017	44685	45363	46051	46750	47459
Payette County Population Forecast Milestones						30210										35119										40825										47459
Annual Admissions Rate per 100K		7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100
AVERAGE DAILY POPULATION BY AVERAGE LENGTH OF STAY																																				
	Average Length of Stay (ALOS)																																			
	8	43.9	44.6	45.4	46.2	47.0	47.7	48.4	49.2	49.9	50.7	51.5	52.2	53.0	53.8	54.7	55.5	56.3	57.2	58.0	58.9	59.8	60.7	61.6	62.6	63.5	64.5	65.5	66.5	67.5	68.5	69.5	70.6	71.7	72.8	73.9
	9	49.3	50.2	51.1	52.0	52.9	53.7	54.5	55.3	56.2	57.0	57.9	58.8	59.7	60.6	61.5	62.4	63.4	64.3	65.3	66.3	67.3	68.3	69.4	70.4	71.5	72.6	73.7	74.8	75.9	77.1	78.2	79.4	80.6	81.8	83.1
	10	54.8	55.8	56.8	57.8	58.8	59.7	60.6	61.5	62.4	63.4	64.3	65.3	66.3	67.3	68.3	69.3	70.4	71.5	72.6	73.7	74.8	75.9	77.1	78.2	79.4	80.6	81.8	83.1	84.3	85.6	86.9	88.2	89.6	90.9	92.3
	11	60.3	61.4	62.4	63.5	64.6	65.6	66.6	67.6	68.7	69.7	70.8	71.8	72.9	74.0	75.1	76.3	77.4	78.6	79.8	81.0	82.2	83.5	84.8	86.0	87.4	88.7	90.0	91.4	92.8	94.2	95.6	97.1	98.5	100.0	101.5
Low	12	65.8	66.9	68.1	69.3	70.5	71.6	72.7	73.8	74.9	76.0	77.2	78.4	79.5	80.8	82.0	83.2	84.5	85.8	87.1	88.4	89.7	91.1	92.5	93.9	95.3	96.7	98.2	99.7	101.2	102.7	104.3	105.9	107.5	109.1	110.8
	13	71.3	72.5	73.8	75.1	76.4	77.6	78.7	79.9	81.1	82.4	83.6	84.9	86.2	87.5	88.8	90.2	91.5	92.9	94.3	95.8	97.2	98.7	100.2	101.7	103.2	104.8	106.4	108.0	109.6	111.3	113.0	114.7	116.5	118.2	120.0
	14	76.7	78.1	79.5	80.9	82.3	83.5	84.8	86.1	87.4	88.7	90.0	91.4	92.8	94.2	95.6	97.1	98.6	100.1	101.6	103.1	104.7	106.3	107.9	109.5	111.2	112.9	114.6	116.3	118.1	119.9	121.7	123.5	125.4	127.3	129.2
Mid	15	82.2	83.7	85.1	86.6	88.1	89.5	90.8	92.2	93.6	95.0	96.5	97.9	99.4	100.9	102.5	104.0	105.6	107.2	108.8	110.5	112.2	113.9	115.6	117.3	119.1	120.9	122.8	124.6	126.5	128.4	130.4	132.4	134.4	136.4	138.5
	16	87.7	89.2	90.8	92.4	94.0	95.4	96.9	98.4	99.9	101.4	102.9	104.5	106.1	107.7	109.3	111.0	112.6	114.4	116.1	117.8	119.6	121.4	123.3	125.2	127.1	129.0	130.9	132.9	134.9	137.0	139.1	141.2	143.3	145.5	147.7
	17	93.2	94.8	96.5	98.2	99.9	101.4	103.0	104.5	106.1	107.7	109.3	111.0	112.7	114.4	116.1	117.9	119.7	121.5	123.3	125.2	127.1	129.0	131.0	133.0	135.0	137.1	139.1	141.2	143.4	145.6	147.8	150.0	152.3	154.6	156.9
High	18	98.7	100.4	102.2	104.0	105.8	107.4	109.0	110.7	112.3	114.0	115.8	117.5	119.3	121.1	123.0	124.8	126.7	128.6	130.6	132.6	134.6	136.6	138.7	140.8	142.9	145.1	147.3	149.5	151.8	154.1	156.5	158.8	161.2	163.7	166.2
	19	104.1	106.0	107.8	109.7	111.7	113.3	115.1	116.8	118.6	120.4	122.2	124.1	125.9	127.9	129.8	131.8	133.8	135.8	137.9	139.9	142.1	144.2	146.4	148.6	150.9	153.2	155.5	157.9	160.3	162.7	165.2	167.7	170.2	172.8	175.4
	20	109.6	111.6	113.5	115.5	117.5	119.3	121.1	123.0	124.8	126.7	128.6	130.6	132.6	134.6	136.6	138.7	140.8	142.9	145.1	147.3	149.5	151.8	154.1	156.5	158.8	161.2	163.7	166.2	168.7	171.2	173.8	176.5	179.2	181.9	184.6
	21	115.1	117.1	119.2	121.3	123.4	125.3	127.2	129.1	131.1	133.1	135.1	137.1	139.2	141.3	143.5	145.6	147.8	150.1	152.4	154.7	157.0	159.4	161.8	164.3	166.8	169.3	171.9	174.5	177.1	179.8	182.5	185.3	188.1	191.0	193.9
	22	120.6	122.7	124.9	127.1	129.3	131.2	133.2	135.3	137.3	139.4	141.5	143.7	145.8	148.0	150.3	152.6	154.9	157.2	159.6	162.0	164.5	167.0	169.5	172.1	174.7	177.4	180.0	182.8	185.6	188.4	191.2	194.1	197.1	200.1	203.1

AVERAGE DAILY POPULATION if ALOS = 12 days																																				
ALOS 12		66	67	68	69	71	72	73	74	75	76	77	78	80	81	82	83	84	86	87	88	90	91	92	94	95	97	98	100	101	103	104	106	107	109	111
Classification Factor		1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification		**82**	**84**	**85**	**87**	**88**	**89**	**91**	**92**	**94**	**95**	**96**	**98**	**99**	**101**	**102**	**104**	**106**	**107**	**109**	**110**	**112**	**114**	**116**	**117**	**119**	**121**	**123**	**125**	**127**	**128**	**130**	**132**	**134**	**136**	**138**

AVERAGE DAILY POPULATION if ALOS = 15 days																																				
ALOS 15		82	84	85	87	88	89	91	92	94	95	96	98	99	101	102	104	106	107	109	110	112	114	116	117	119	121	123	125	127	128	130	132	134	136	138
Classification Factor		1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification		**103**	**105**	**106**	**108**	**110**	**112**	**114**	**115**	**117**	**119**	**121**	**122**	**124**	**126**	**128**	**130**	**132**	**134**	**136**	**138**	**140**	**142**	**144**	**147**	**149**	**151**	**153**	**156**	**158**	**161**	**163**	**165**	**168**	**171**	**173**

AVERAGE DAILY POPULATION if ALOS = 18 days																																				
ALOS 18		99	100	102	104	106	107	109	111	112	114	116	118	119	121	123	125	127	129	131	133	135	137	139	141	143	145	147	150	152	154	156	159	161	164	166
Classification Factor		1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25
ADP with Classification		**123**	**125**	**128**	**130**	**132**	**134**	**136**	**138**	**140**	**143**	**145**	**147**	**149**	**151**	**154**	**156**	**158**	**161**	**163**	**166**	**168**	**171**	**173**	**176**	**179**	**181**	**184**	**187**	**190**	**193**	**196**	**199**	**202**	**205**	**208**

Year Markers	**2026**				**2030**					**2035**					**2040**					**2045**					**2050**					**2055**					2060

Sources: Payette County, Idaho Demographics Report, Population Forecast, McClure, 2024; Payette County Sheriff's Office population and admission statistics

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STAFFING ANALYSIS

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JAIL-SERVICES

Proposed Staffing Plan for Payette County Jail

Bill Wilson

6/20/2026

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Executive Summary

Methodology

The methodology for this staffing study was accomplished through a comprehensive study of the Payette County jails current staffing and interviews with the Payette County Sheriff to develop an understanding of the critical workload and policy issues driving staffing deployment patterns. In addition, the consultant reviewed floor drawings provided by the architect to determine post assignments and computed a staffing relief factor. The staffing relief factor is calculated to determine the required number of staff.

It is the responsibility of county officials to protect those always entrusted into care from a "risk of serious harm", and from all types of harm –from others, from themselves, from the jail setting, from disease, and more. Payette County is best served by providing sufficient staff to adequately support the jail's mission.

The Jail

The Payette County Sheriff is considering a 222-general housing bed. The current jail has a capacity of sixty-nine (69) beds. The current jail staffing levels consist of one (1) Lieutenant Administrator, one (1) Administrative Assistant, two (2) Sergeants, twelve (12) Jail Deputies, two (2) Three-Quarter time Courthouse Security Officers and one (1) half-time (.5) Courthouse Security Officer and one (1) Transport Officer. Jail Deputies work in two twelve-hour shifts with a designated relief shift.

The new jail will require the sheriff to staff a minimum of four (4) twenty-four-hour posts – control room, intake (booking) area, secure floor security, and supervisory personnel.

Recommendations

The recommended staffing of the new Payette County Jail should be increased by twelve (12.00) personnel. The major causes for the recommended increase in staff are (1) the relief factor calculation, (2) the requirement of keeping the inmate housing/jail deputies in the cell block, behavioral health, medical and intake areas, (3) freeing the supervisor from an operational post, (4) maintaining appropriate supervision in the behavioral health unit, (5) ensuring all inmates receive a risk assessment upon admittance to the jail, (6) providing required transport staff to allow jail staff to remain on their assigned post, and (7) allow the sheriff to provide more constant application in classifying and managing inmates in the proposed jail.

Jail supervisors should be free to move around the jail observing jail deputies performing their required duties and assisting them solving problems. Jail posts should always be maintained. While jail staff assigned to a post may assist other jail staff during certain situations, they should not be permanently sent to other posts within the jail or assigned details outside of the jail such as going on local inmate transportation outside the jail.

Lastly, it is important to understand most inmates in jails are those awaiting the disposition of their sentence. The average length of stay for inmates in county jails across the country is less than 30 days. As a result, jails should be designed and operated with the focus on booking, housing and properly securing inmates as well as meeting their immediate needs. Typically,

individuals enter jails directly from the street and are in many cases are under the influence of drugs and or alcohol or have injury or other medical and mental health needs. This staffing report reflects those issues in jails.

PROJECT CONSTRAINTS

Staffing levels for the new Payette County Jail are the focus of this document. Therefore, this assessment is not intended to provide an analysis and/or recommendations regarding:

- The County's law and justice system.
- Socioeconomic conditions and forecasts.
- The impact of law enforcement agency policies and practices relative to arrests.
- Further changes in legislation impacting criminal codes or sentencing procedures.
- The increase in community-based treatment programs might potentially reduce recidivism levels.
- Other difficult to quantify factors or their potential impact might result in either an increase or decrease in the need for additional jail staffing levels in the future.

The findings and plans proposed in this document represent a statement of need that the consultant has predicated based upon interviews with Payette County Sheriff Office collection and review of documents and other requirements including those duties and responsibilities outlined in the applicable Idaho Jail Standards.

The findings and recommendations provided in this document have not been influenced by the County's current economic dilemma[1]. Lastly, no criminal justice staffing plan can be expected to be fully comprehensive and/or completely satisfactory for several reasons, including:

- At some point, the report must be fixed at a moment in time, and it is entirely possible that underlying conditions were changing while this document was being developed and/or produced.
- The current jail population and related demand for service have assumed that general long-term historical trends will continue, yet tempered by certain assumptions, which may or may not ultimately occur, or prove entirely accurate.
- Operational assumptions impact facilities, staffing, and program delivery patterns, and these may change under yet to be foreseen conditions.
- New technologies may arise that open new opportunities for efficiency.

Considering these variables, the County should routinely verify and update the projected data in this plan, as changing conditions warrant.

[1] "Neither the fact that budgetary changes may be necessary or that minor structural alterations may be required can operate to excuse the violation of constitutional guarantees." *Jones v. Metzger,* 456 F.2d 854 (CA 6, 1972); *Detainees of the Brooklyn House of Detention v. Malcolm,* supra, 520 F.2d at 399.

STAFFING ANALYSIS

This report contains sections that when combined, result in determining the number of staff required for operating the new Payette County Jail, twenty-four (24) hours per day, seven (7) days per week, three hundred sixty-five (365) days per year. A staffing analysis is a process by which manpower needs of an agency are determined through examining the requirements of each position, listing the scheduled of each post and determining the relief factor for necessary positions.

The most utilized and accepted method in determining staffing levels in a jail was developed by the National Institute of Corrections. The National Institute of Corrections method identifies staffing patterns within the jail and develops a shift relief factor based on the number of net annual work hours for each category of employee. Combining staffing patterns, an appropriate relief factor and defined employee workstations (posts), determines the recommended number of staff to properly operate the new Payette County Jail

Each jail has its own set of circumstances that determine staffing levels. As a result, staffing levels are dependent upon a variety of factors, including what is done to, or for inmates held in the jail. The jail has a unique and constant flow of activities, including whenever meals are served, as individuals are booked and released, escorts to and from courts for hearings, required transport, and various programs/services that are provided all require various levels of staff resources. The design and layout of the jail will have an impact on the required staffing level. The jail's physical plant dictates staff's ability to maintain sight and sound contact with individuals housed within the facility, flow patterns, the ability to classify and house inmates, and the method of supervision.

Critical areas administrators must be attentive to include building and personnel security, inmate/staff supervision, and programs and services. There must be enough available jail staff scheduled to ensure inmates are observed, controlled, and attended to. In some instances, management can control the activities. In other cases, the jail has little input, e.g., on whether to receive new inmates or to provide services that are required. Specifically, there should be enough jail staff to operate the facility controls, to complete health and welfare checks as

required, to check the cell and housing area for security and safety problems, to maintain the security of the building, and to admit, detain and release those in custody.

Unless specific to staffing levels, all recommendations contained in this report do not include an evaluation of the current organizational structure, management practices not impacting staffing levels or the current pay schedule. These variables were beyond the scope of the initial terms and therefore were not considered in the analysis process. Future changes may become warranted should recommendations contained in this report be accepted and the required staffing levels are implemented.

The methodology used in this study involved the following activities:

- On-site examination the jail's current operations.
- Collection of information and data on operational unity within the jail.
- Collection and analysis of data on number of hours worked, and time away from work.
- Calculation of staffing needs.
- Examination of staffing issues that were detected in the various analyses of information.
- Follow-up review and discussion of findings.
- Interview with the Sheriff and Jail Commander.

OVERVIEW

Profile of the New Payette County Jail Division

Payette County, located in south-west Idaho on the Oregon border. As of 2020 census, the population was 25, 386[2]. The Payette County Sheriff is responsible for overseeing law enforcement services and jail operations and the jail is the central intake and booking facility for all the County's law enforcement agencies. The new Payette County Jail will be managed by a Jail Commander who is appointed by and supervised by the Captain. The Jail Commander is assigned full-time responsibility and authority for the administration and operation of the jail.

[2] 2020 US Census Bureau.

Due to the wide range of physical and mental health conditions and the charge severities of county jail inmates, the booking and holding process is complicated. Those eventually sentenced to state prison are often held for extensive periods at the county jail during legal processing before court disposition. By the time inmates are transferred to state prison, many issues present at intake have typically been addressed by the county jail.

Because the jail houses inmates that range from low level crimes to those being held for violent felony crimes, the overall security level is essentially equivalent to a high maximum-security prison. Both pretrial and sentenced inmates are housed in jail, but the legal definitions and requirements for these populations are quite different. A flexible housing design with variable holding capacity is essential at the county jail level, with staff responsible for providing an array of services for inmates with different risks and needs.

The proposed jail is composed of a single general population area that includes twelve (12) housing areas identified as A,B,C,D,E,F,G,H,J,K,L,and M modules, an intake area that includes one (1) ADA compliant holding cell, one (1) temporary padded cell, two (2) transport holding/staging areas, one (1) group holding area, one (1) group detox cell, five (5) holding cells, four (4) behavioral health cells, , one (1) suicide watch cell, two (2) close observation medical cells, one (1) male and one (1) female work release areas, and additional housing areas that includes one (1) male and one (1) female inmate worker areas.5 (five) dormitory housing areas.

Additional areas in the proposed jail include the following:

- An Intake/Booking area where inmates are booked into jail at all hours of the day and night. This area includes completing all booking processes and initiating inmate classification, searching inmates, properly receipting inmate property, issuing jail clothing and bedding, maintaining the inmate status board, providing bonding information, maintaining logs and monitoring detox and holding cells. Often inmates who are dangerous, mentally ill or intoxicated are held in these areas so direct visual observation must be completed on a regular basis. Because of the circumstances surrounding many inmates booked into jail, jail deputies are required to provide more intimate contact with inmates during this stage of confinement.

- A Control Room for maintaining surveillance of jail personnel and inmates. This includes keeping a close watch on inmates in the dayroom who are outside of their assigned cells, electronically controlling the movement of people within the jail and maintaining proper records of documented activities. The position is the first line of communication in the event the jail requires outside assistance.
- Medical area where inmate's medical needs are addressed.
- A Behavioral Health Unit where inmates can be safely housed and observed by jail and mental health personnel.
- Kitchen area where inmate meals are prepared by both civilian and inmate workers. This area also includes designated space for food storage, including dry storage, refrigerated and frozen foods.
- A work release area where qualified inmates can be housed away from general population inmates.
- Laundry area where inmate clothing is laundered and sanitized.
- Administration areas for jail command and support staff.

JAIL CAPACITY

The proposed jail will have the following housing assignments:

Facility Identification	Bed Capacity				Primary Use
Jail	Location	#Cells	#Beds	Classification	Inmate Housing, Administration, Inmate Intake/Release, Inmate Medical and Mental Health Care, Laundry, Kitchen and Food Service, Programs and Recreation Services, Property Inventory and Management, Welfare and Security Checks.
	A	Dorm	10	Ignite Program	
	B	Dorm	26		
	C	8	16		
	D	6	16		
	E	8	16		
	F	8	16		
	G	6	16		
	H	8	16		
	J	Dorm	26		
	K	Dorm	10		
	L	Dorm	6		
	M	Dorm	6		
	Housing Beds		180		
	Female Worker	Dorm	6		
	Male Worker	Dorm	6		
	Worker Housing Beds		12		
	Female W/R	Dorm	15		
	Male W/R	Dorm	15		
	W/R Housing Beds		30		
	Total Housing Beds		**222**		
	Intake Holding	5	5		
	Intake Detox	1			
	Padded Cell	1			
	Group Holding	1			
	B/H	4	4		
	Suicide Warch Cell	1	1		
	ADA Holding	1	1		
	Medical Isolation	2	4		

JAIL STAFFING CONSIDERATIONS

Jail staff have the responsibility of maintaining the safety of those inmates incarcerated while also providing a safe and secure working environment for personnel and other visitors. Several factors will influence the number and type of staff necessary to staff the jail. These factors can include the following:

1. The design of the jail directly influences the number of staff required to effectively manage the jail. Historically jails have been constructed in one of three designs.
    - **Linear Jails** that provide intermittent surveillance of inmates. The layout of a linear jail has cells along long hallways. Linear jails typically rely on electronic surveillance and require jail staff to monitor banks of video screens which makes it difficult to maintain effective supervision due to the number of cameras and fatigue. Jail staff are required to walk through the cells periodically to observe the inmates and then return to a duty station located in another area of the jail where the inmates cannot be seen, heard or interact with staff.



- **Indirect podular surveillance of inmates.** The layout of the indirect podular jail is designed so the housing units are clustered around a dayroom and the staff's duty station, or post is in a secure room separated from the inmate's living area. Jail staff observe inmates through protective glass and use microphones, speakers, and cameras to hear and communicate with inmates. Because staff rely on technology to communicate with inmates, staff cannot always hear the inmates and may not be aware of problems in the housing units.



- **Direct podular surveillance of inmates** places the jail staff's station within the inmates' living area, which means the jail officer can see and speak to the inmates. During the day, inmates stay in the dayroom. Generally, they may only enter their individual cells with permission. Jail staff control the locks to cells from a control panel.



2. Jail staff job description, shift schedule, and number of hours worked.

- Those Payette County Full-time Jail staff, whose primary responsibility is the administrative responsibility of the jail are scheduled on an "administrative" schedule. This schedule is a typical Monday – Friday five (5) day a week work schedule with every weekend scheduled off (except for on-call time) and scheduled days off for regular county holidays. The remainder of Payette County full-time jail staff, currently work twelve (12) hour shifts. Staff working the 12-hour shift currently work four (4) days followed by four (4) days off. The 12-hour shift schedule deploys jail personnel over two shifts as compared to three. This results in more personnel being available on a shift-to-shift basis.

3. The number and type of programs that jail inmates have available can impact staffing levels.

Jail programs provided for inmates outside of their housing area often require jail staff to control the movement of these inmates. For example, the recreation areas in the new jail will require jail staff to rotate each group of inmates to and from the recreation areas. This movement requires

jail staff to be available to control the movement and contraband. Jails that provide a variety of programs, including High School Equivalency (HSE), substance abuse, and religious programs require jail staff to control the movement of these inmates to and from the program areas.

4. The jails classification process determines an inmate's security level and subsequent housing assignment in the jail.

Typical security levels are Maximum, Medium, Minimum and Restrictive Housing. Maximum custody is the most restrictive housing assignment. Maximum security housing is used to confine the most dangerous inmate who has demonstrated a direct or potential threat to public safety, jail staff and/or other inmates. Maximum inmates should be placed in cells that allow for limited interaction with other inmates. Movement within the jail is restricted and supervised by jail staff.

Medium custody housing normally consists of supervised housing areas that can include multiple occupancy cells. Medium custody inmates typically require less supervision and control than maximum-security inmates.

Minimum security inmates can normally be housed in open dormitory settings which are routinely patrolled by jail staff. Minimum security inmates require even less supervision and control than medium-custody inmates. Minimum-security inmates generally pose the least risk to jail security and public safety.

RELIEF FACTOR ANALYSIS

The Payette County Jail is in the unusual position of being an "around the clock" public safety agency with fixed posts that must be maintained. While this does not typify the normal operations of other Payette County departments and offices, the funding sources, usually the Board of County Commissioners, is not accustomed to these unique staffing problems. Because other Payette County departments and offices typically work a 40-hour week, the funding body needs to understand the special staffing problems associated with staffing these public safety positions.

During the on-site visit, the consultant, with assistance from the Chief Deputy, itemized all post positions for the facility. Post-positions are defined as those workstations that must be filled for some duration, such as eight (8), ten (10), twelve (12) or twenty-four (24) hours per day, coverage year-round irrespective of available staff. Some posts are mandatory. For example, a housing unit post cannot be left unfilled at any time. If a jail deputy, who would fill that post, calls in sick, another jail deputy must be taken from somewhere else. Posts and staff should not be confused. A post is what needs to be filled and the staffing requirement is the number of people needed to fill that post. To calculate the correct number of jail deputies required to man any given post, a 'relief" factor must be calculated that quantifies the amount of time a jail deputy does not spend at their post.

In addition to defining fixed post within the jail, the availability of staff must be calculated. Most county employees who work a traditional 40 hours per week, Monday – Friday are scheduled to work 2080 hours per year (minus approved time off). However, Payette County jail staff who are scheduled for 12-hour days are currently scheduled to work 2,190 hours per year (minus approved time off).

To determine staffing requirements a proper relief factor must be calculated. The shift relief factor is a multiplier that is used to compensate for round-the-clock operation, regularly scheduled, and unplanned days off, vacations, holidays, sick days, training, and other leave days such as funerals, injury, and discipline time. The County establishes the number of holidays, authorized sick leave days, and vacation days allowed. The Sheriff and other agencies establish training guidelines

consistent with applicable federal and state standards, monitor the use of leave time, implements policy for the filling of vacant positions, and enforces employee adherence to County and agency policy. The shift relief factor is determined by subtracting the number of days' personnel are not on duty from three hundred sixty-five (365) days and dividing the remaining figure into three hundred sixty-five (365) to determine the number of personnel it will require to staff one post twenty-four (24) hours per day, seven (7) days per week, three hundred sixty-five (365) days per year.

Jail Relief Factor Determination for 12-hr shifts

1.	Hours Worked Per Rotation	48
2.	Rotations Per Year	45.625
3.	Total Amount Hours Worked Per Staff (Line 1 X Line 2)	2190
4.	Minus Avg. Non-Productive Hours (see below)	-263
5.	Total Number of Productive Hours	1927
6.	Total Hours Required (24 hrs. day X 365 days per year)	8760.00
7.	Total Required Positions (line 7 divided by line 5)	4.55

Relief Factor Calculations

8.	Total Required Positions	4.55
9.	One Position per Shift X Two-12 Hour Shifts	2.28
10.	Relief Factor (line 8 divided by line 9)	2.28

Itemized of Average Annual Non-Productive Hours per Jail Deputy (Jail)

1.	Training (Including Post)	136[3]
2.	Personal	58
3.	Holidays	6.5
4.	Other Leave[4]	4
	Total Non-Productive Time	263

A single fixed twenty-four (24) post in the Payette County Jail will require 8,760 hours per year of staff time. With the jails' average productive hours worked at 1927 hours/year, 2.28 full-time equivalent staff are required to provide the necessary staffing for each 24-hour security fixed post.

[3] Includes Idaho Standards of 40 hours every two years (20 hours/year) and 6 employees completing the 5-week POST training.

[4] Includes Military, Lost Days and Comp days.

JAIL MANNING/POSITION TABLE

The Staffing Position Table shows the posts and number of jail deputies required to properly staff the new Payette County Jail. In considering the appropriate number of staff, the consultant considered the requirements of each post, and the amount of time it takes to complete the task within a twenty-four (24) hour period. Several tasks are required that have limited flexibility while other tasks have fewer restrictions and can be adjusted to best fit the needs of the jail. The following table considers the number of deputies required to operate the jail, based on its current inmate population, and operations.

Position	Shift 1	Shift 2	Shift 3	Shift 1	Shift 2	Total	Relief Factor	Total
Jail Lieutenant	1	0	0	0	0	1	1.00	1.00
Asst. Administrator	1	0	0	0	0	1	1.00	1.00
Sergeants	0	0	0	1	1	2	1.00	2.00
Intake/Floater	0	0	0	1.5	1.5	3	2.28	6.84
Control Room	0	0	0	1	1	2	2.28	4.56
Transport	1	.5	0	0	0	1.5	1	1.50
Floor Security	0	0	0	3	2.5	5.5	2.28	12.54
Courthouse Security	2	0	0	0	0	2	1	2.00
Total Staff								31.00
Less Current Staff								19.00[5]
Additional Staff								12.00

[5] Includes 3 FTE Courthouse Security Officers (2 - three quarter time courthouse security officers and 1 – half-time courthouse security officer).

Overview of Posts

The roles of jail staff are typically expressed as posts for both supervisors and line staff. Jail functions determine where staff is assigned to work, including time, location, and function. Due to the static nature of jail assignments, staffing needs are often determined by the number of posts rather than specific workloads. The following table is a brief description of post within the Payette County Jail with some of the main responsibilities of staff assigned.

Post	Position	Responsibilities
Administration	Jail Commander Assistant Commander	Manage and coordinate jail services to meet the mission established by the sheriff. Supervises first line supervisors, and custody staff. Assists the sheriff in policy development, jail budgeting, training, inmate grievance program and related personnel issues.
Administration	Administrative Assistant	Supports the Jail Commander and Assistant Commander in completing and filing monthly reports, analyzing the jails statistical reports, tracks inmate commissary sales and related expenses, helps with inmate classification and discipline.
Supervisors	Supervisors	Provides day-to-day direct oversight of staff. Manage daily problems, staff deployment decisions and intake oversight and guidance as needed.
Floor Security	Security	Provides housing area supervision. Works directly with inmates. Completes reports. Periodically provides relief in control rooms. Impose inmate discipline when necessary. Manages inmate feeding, programs, laundry, mail services, and medical assistance. Manages inmate worker assignments. Keeps aware of any security issues

Booking/Intake	Security	Manages process for newly admitted inmates. Process inmates for release including checking out date calculations. Manages inmate property. Executes proper inmate body and cell searches. Completes necessary initial classification information. Complete log inmate welfare checks. Answers telephone calls. Completes and documents inmate safety checks.
Control Room	Control Room	Maintains inmate surveillance. Communicates directly with inmate housing areas. Maintains staff contact. Observes video monitors.
Medical and Behavioral Housing Unit	Security	Manage inmates with medical and behavioral issues that prevent them from admittance to the general population of the jail. Maintain safety and security through structured supervision.
Transportation	Transportation	Coordinates daily transportation assignments. Keeps accurate records. Vehicle maintenance.
Special Functions	Jail Operations	Consists of several essential tasks required in the operation of the jail to include: Selection, training, and supervision of inmate workers. Inmate hygiene, sanitation, and laundry operations. Inmate discipline and sanctions. Maintaining inmate classification.

RECOMMENDATIONS

The jail needs 31.00 FTE positions deployed throughout the year to adequately operate the proposed Payette County Jail. At any point the staffing levels fall below this, the county can anticipate that overtime and vacant required posts in the jail will occur.

CONCLUSIONS

The operational guides of the organization contribute to determining the number of jail deputies required to manage the jail and respond to inmate concerns. It is incumbent upon the Sheriff and Jail deputies to ensure that all inmates and staff are protected while at the same time holding inmates responsible for their actions. Inmates should be returned to the community in no worse conditions than when they were taken into custody.

Jail deputies need to be available on a continuous basis to observe and respond to inmate behavior, to resolve conflicts and to interact with all inmates, especially those inmates who are quiet or isolated. Inmates that are high risk or suicidal should be provided appropriate supervision consistent with their behavior. In addition, jail deputies need to be available to conduct irregular observation on each inmate at least once every sixty (60) minutes and assist with in-house activities, facilitate recreation, and manage programs. Inmates should only be moved through the facility based on classification and with a jail deputy present. Jail deputies need to be able to enter housing areas at any given time without delay. Under no circumstances should these jail deputies be assigned to transport or court details that will place them outside of the jail.

Adequate staffing for the operation of the proposed Payette County Jail is dependent on having the correct number of posts appropriately staffed. It is essential that enough personnel are available to ensure that inmate supervision and control is maintained constantly, and both the jail deputies and inmates are accorded safe and secure conditions.

Jails facilities are rarely a popular subject, especially when discussed in the context of competing demands for limited taxpayer resources. Nonetheless, operating safe and secure jails is an

essential government function and must be accorded the full measure of attention and funding to be carried out appropriately.

Consultant

Bill Wilson graduated from Indiana University Bloomington and completed the Administrative Officers Management Program at the Southern Police Institute at the University of Louisville with honors. He currently serves as Jail Coordinator for the Indiana Sheriffs' Association. With more than 39 years of correctional experience, Bill has built a career that spans frontline operations, executive leadership, instruction, and organizational analysis. He served for 16 years as Jail Commander for the Monroe County Sheriff's Office, has taught in the Criminal Justice Department at Ivy Tech University, and currently instructs at the Indiana Law Enforcement Academy's Jailers School. A particular strength of Bill's work is conducting staffing analysis for correctional facilities and sheriff's offices. He has completed more than 80 staffing analyses across several states, helping agencies evaluate operational needs, align personnel resources, and support informed staffing decisions. In addition, he serves on the boards of the Indiana Council of Community Mental Health Criminal Justice Committee and the National Sheriffs' Association.

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GLOSSARY OF DEFINITIONS

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ADMINISTRATIVE SEGREGATION	Non-punitive measure used in jails to manage inmates who pose security risks or require protection.
ADMISSIONS (ADM)	The process of bringing a person into custody and preparing them for confinement.
AMERICAN CORRECTIONAL ASSOCIATION (ACA)	A professional organization and accrediting body dedicated to improving correctional practices, promoting standards, and supporting correctional professionals worldwide.
AMERICANS WITH DISABILITIES ACT (ADA)	The ADA establishes standards for accessible buildings to ensure physical access to people with disabilities.
AVERAGE DAILY POPULATION (ADP)	The count of people actually in custody on an average day, blending those admitted and those already held.
AVERAGE LENGTH OF STAY (ALOS)	The number of days, on average, for which an individual is detained.
BOOKING	Area of a jail where individuals are brought into the facility and processed for detainment.
CLASSIFICATION FACTORS	Criteria used by corrections officers to determine where an inmate will be housed, the level of supervision they will receive, and the programs they can access. These factors help balance public safety, staff safety, inmate safety, and rehabilitation needs.
CONTRABAND	Prohibited items, such as weapons or alcohol.
DAYROOM	Large space, open and shared among inmates within a cell block, where they are fed.
DEFICIENCY	Failure to meet criteria or standards.
DETOX CELL	A specialized cell where an individual in custody who is experiencing acute withdrawal symptoms from alcohol, opioids, or other drugs are placed for medical observation and stabilization.
DISCIPLINARY SEGREGATION	A punitive form of isolation when an inmate is found to have committed a serious violation of facility rules. It separates the person from the general population for a set period of time, generally in a restricted cell.
FLOOR PLAN	A drawing showing the horizontal layout of a building.
FOOT CANDLES	A unit of measurement for light intensity, indicating how much light falls on a one-square-foot surface from a uniform light source.
HOLDING CELL	A room for temporary detainment of an individual.

HOUSING POD	A modular grouping of cell blocks where inmates are detained.
IGNITE	Inmate Growth Naturally and Intentionally Through Education - a program that helps build up inmates and reduce recidivism (see definition below).
INDIRECT SUPERVISION	Monitoring of inmates from a secure location outside of the housing unit, using visual and auditory observation rather than being physically present inside the unit.
INMATE WORKERS	Incarcerated individuals who perform labor within the jail.
INTAKE	The process in which inmates are processed for detainment, including, but not limited to, taking mugshots and fingerprints.
MEZZANINE	An intermediate and open level between the floor and ceiling in a large, open space.
NATIONAL INSTITUTE OF CORRECTIONS (NIC)	A federal agency that provides training, technical assistance, and policy guidance to correctional agencies across the United States.
PROGRAM OF SPACES	A description, with requirements such as size and adjacencies, that enumerates what kind of and the number of spaces, used for helping to lay out a facility.
PROTECTIVE CUSTODY (P.C.)	A legal measure used to safeguard individuals from imminent threats to their safety, separating them from potential harm without it being a form of punishment.
RECIDIVISM	The tendency of a convicted criminal to re-offend.
RENDERINGS	A 3-dimensional view of a facility that shows how it might look once it has been built.
SALLYPORT	A secure, controlled entryway designed to regulate access and prevent direct passage.
SIGHTLINES	The lines of vision from an observer's eye to a viewed object or area, crucial for visibility, safety, and design of detention facilities.
SOFT COSTS	The non-physical expenses in a construction project, covering planning, design, permits, financing, insurance, and project management.
VIDEO ARRAIGNMENT	Remote communication that allows for arraignment proceedings to be conducted through a video call, without the need to transport inmates to court.
VIDEO VISITATION	Remote communication that allows people outside of the facility to visit with inmates through a video call, and without physical contact.
WORK RELEASE	A program in which inmates live in a secure facility, but are allowed to come and go as necessary for work at a job out in the community.

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