MEMORANDUM

TO: COMMISSION MEMBERS
FROM: Terry Moran, Director of Operations
RE: AGENDA FOR COMMISSION MEETING
DATE: February 23, 2022 at 11:00AM

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor, Albany, New York.

Note: In the interest of public health and as authorized by Chapter 417 of the Laws of 2022, members of the public are currently prohibited from attending in person. The meeting will be live streamed at: https://scoc.ny.gov/commissionmeetings.htm

I. MINUTES

SCOC
January 19, 2022 Commission Meeting
February 2, 2022 Supplemental Commission Meeting

CPCRC
February 10, 2022

MRB
Administrative Closures

II. VARIANCES

A. Erie County Department of Social Services
Erie County Secure Detention Center
20-V-26
Beds
Section 7320.4(b)
B. Chenango County Sheriff's Office
Chenango County Jail
22-V-02 NEW
Prisoner Correspondence
Sections 7004.1 and 7004.3

III. MAXIMUM FACILITY CAPACITY

C. Erie County Sheriff's Office
Erie County Correctional Facility
Revised MFC

D. Erie County Sheriff's Office
Erie County Holding Center
Revised MFC

IV. CONSTRUCTION

E. Malverne Police Department
22-C-003
New Police Department

F. Monroe County Sheriff's Office
Monroe County Jail
22-C-004
Mezzanine A Unit Shower Gate

G. Monroe County Sheriff's Office
Monroe County Jail
22-C-016
Retrofit Food Ports

H. New York City Department of Correction
Robert N. Davoren Center
22-C-005
AC Installation Buildings 1, 3, 5

I. New York City Department of Correction
Anna M. Kross Center
22-C-008
De-escalation Unit

J. New York City Department of Correction
Eric M. Taylor Center
22-C-009
De-escalation Unit
K. New York City Department of Correction
   George R. Vierno Center
   22-C-010
   De-escalation Unit

L. New York City Department of Correction
   Otis Bantum Correctional Center
   22-C-011
   De-escalation Unit

M. New York City Department of Correction
   Rose M. Singer Center
   22-C-012
   De-escalation Unit

N. New York City Department of Correction
   Robert N. Davoren Center
   22-C-013
   De-escalation Unit

O. New York City Department of Correction
   Vernon C. Bain Center
   22-C-014
   De-escalation Unit
MINUTES
Commission Meeting

STATE COMMISSION OF CORRECTION
LOCATION:
Albany Location
80 S. Swan Street, 12th Floor
Albany, New York 12210

DATE OF MEETING: January 19, 2022

Chairman Riley called the meeting to order at 11:00 a.m.

PRESENT:
Allen Riley, Chairman
Thomas Loughren, Commissioner
Yolanda Canty, Commissioner
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel
Debbie Slack-Bean, Associate Attorney
Terry Moran, Director of Operations
Keith Zobel, Deputy Director of Operations
Cynthia Allen, Correctional Specialist 3
Debbie Clark, Correctional Specialist 3
Larry Roe, Correctional Specialist 3
Ellen Tryon, Correctional Specialist 3
Lloyd Robistow, Correctional Facility Specialist 2
Adam Tilbe, Correctional Facility Specialist 2
Sheriff William Sheron, Genesee County Sheriff’s Office
Superintendent William Zipfel, Genesee County Sheriff’s Office
Graham Vickers of SMRT Architects and Engineers

I. MINUTES

SCOC
December 21, 2021 Commission Meeting
Approved Unanimous
Canty/Loughren
II. VARIANCES
A. Ontario County Sheriff’s Office
   Ontario County Jail
   22-V-01 NEW
   Prisoner Correspondence
   Sections 7004.1 and 7004.3

III. CONSTRUCTION
B. Genesee County Sheriff’s Office
   Genesee County Jail
   21-C-046
   New Jail Project

C. Lewis County Sheriff’s Office
   Lewis County Jail
   21-C-073
   HVAC Project

D. Steuben County Sheriff’s Office
   Steuben County Jail
   21-C-078
   Mezzanine Fencing Project

E. New York City Department of Correction
   North Infirmary Command
   21-C-076
   Renovate Medical Dormitories 4A and 4B

F. New York City Department of Correction
   Robert N. Davoren Center
   21-C-079
   Building 3 Renovations

Approved Unanimous
Canty/Loughren
G. New York City Department of Correction  
Approved Unanimous  
Canty/Loughren  
Rose M. Singer Center  
21-C-080  
Toilet Fixture Replacement and AC Unit Installation  
Canty/Loughren

H. Westchester County Department of Probation  
Approved Unanimous  
Canty/Loughren  
Woodfield Juvenile Detention Center  
21-C-062  
HVAC Project  
Canty/Loughren

I. Auburn Police Department  
Approved Unanimous  
Canty/Loughren  
21-C-081  
Decommissioning Lockup  
Canty/Loughren

J. Elmira Heights Police Department  
Approved Unanimous  
Canty/Loughren  
22-C-001  
Cell Front Panels  
Canty/Loughren

Commissioner Canty made a motion to go into executive session at 11:01 a.m. to discuss Variances, Construction and Medical Review Board items which was seconded by Commissioner Loughren. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:01 a.m., which was seconded by Commissioner Loughren.

The meeting resumed at 11:55 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding Variances and Construction items, seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:56 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati  
Assistant to Chairman/Commissioners
EXECUTIVE SESSION

MINUTES

LOCATION:
Commission Meeting

STATE COMMISSION OF CORRECTION
LOCATION:
Albany Location
80 S. Swan Street, 12th Floor
Albany, New York 12210

DATE OF MEETING: January 19, 2022

Chairman Riley called the meeting to order at 11:00 a.m.

PRESENT:
Allen Riley, Chairman
Thomas Loughren, Commissioner
Yolanda Canty, Commissioner
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel
Debbie Slack-Bean, Associate Attorney
Terry Moran, Director of Operations
Keith Zobel, Deputy Director of Operations
Cynthia Allen, Correctional Specialist 3
Debbie Clark, Correctional Specialist 3
Larry Roe, Correctional Specialist 3
Ellen Tryon, Correctional Specialist 3
Lloyd Robistow, Correctional Facility Specialist 2
Adam Tilbe, Correctional Facility Specialist 2
Sheriff William Sheron, Genesee County Sheriff’s Office
Superintendent William Zipfel, Genesee County Sheriff’s Office
Graham Vickers of SMRT Architects and Engineers

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, NY.
Commissioner Canty made a motion to go into executive session at 11:01 a.m. to discuss Variances, Construction and Medical Review Board items which was seconded by Commissioner Loughren. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:01 a.m., which was seconded by Commissioner Loughren.

The meeting resumed at 11:55 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding Variances and Construction items, seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:56 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners
MINUTES
Supplemental Commission Meeting

STATE COMMISSION OF CORRECTION
LOCATION:
Albany Location
80 S. Swan Street, 12th Floor
Albany, New York 12210

DATE OF MEETING: February 2, 2022

Chairman Riley called the meeting to order at 11:00 a.m.

PRESENT:
Allen Riley, Chairman
Thomas Loughren, Commissioner (via WebEx)
Yolanda Canty, Commissioner (via WebEx)
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel
Debbie Slack-Bean, Associate Attorney
Terry Moran, Director of Operations
Keith Zobel, Deputy Director of Operations
Debbie Clark, Correctional Specialist 3
Christophar Ost, Correctional Specialist 3
Larry Roe, Correctional Specialist 3
Ellen Tryon, Correctional Specialist 3
Adam Tilbe, Correctional Facility Specialist 2
Amanda Crawford Crowe, Correctional Facility Specialist 1

II. VARIANCE
Westchester County Department of Probation
Woodfield Juvenile Detention Center
19-V-08
Use of West Wing
Section 7320.4

Approved Unanimous
Revoked Canty/Loughren

III. MAXIMUM FACILITY CAPACITY
Westchester County Department of Probation
Woodfield Juvenile Detention Center
Reformulation of MFC

Approved Unanimous
Canty/Loughren
Commissioner Loughren made a motion to go into executive session at 11:03 a.m. to discuss a Variance and Maximum Facility Capacity items which was seconded by Commissioner Canty. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:13 a.m., which was seconded by Commissioner Canty.

The meeting resumed at 11:13 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding a Variance and Maximum Facility Capacity items, seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:14 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners
EXECUTIVE SESSION

MINUTES

LOCATION:
Supplemental Commission Meeting

STATE COMMISSION OF CORRECTION
LOCATION:
Albany Location
80 S. Swan Street, 12th Floor
Albany, New York 12210

DATE OF MEETING: February 2, 2022

Chairman Riley called the meeting to order at 11:00 a.m.

PRESENT:
Allen Riley, Chairman
Thomas Loughren, Commissioner (via WebEx)
Yolanda Canty, Commissioner (via WebEx)
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel
Debbie Slack-Bean, Associate Attorney
Terry Moran, Director of Operations
Keith Zobel, Deputy Director of Operations
Debbie Clark, Correctional Specialist 3
Christopher Ost, Correctional Specialist 3
Larry Roe, Correctional Specialist 3
Ellen Tryon, Correctional Specialist 3
Adam Tilbe, Correctional Facility Specialist 2
Amanda Crawford Crowe, Correctional Facility Specialist 1

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, NY.

Commissioner Loughren made a motion to go into executive session at 11:03 a.m. to
discuss a Variance and Maximum Facility Capacity items which was seconded by
Commissioner Canty. Commissioner Canty made a motion to exit Executive Session.
and return to general session at 11:13 a.m., which was seconded by Commissioner Canty.

The meeting resumed at 11:13 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding a Variance and Maximum Facility Capacity items, seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:14 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners
Commissioner Canty opened the meeting at 11:02 A.M.

Commissioner Canty asked for a motion to ratify all actions taken at the January 13, 2022 meeting. Tom Cross made a motion to ratify all actions taken on January 13, 2022. Martin Stanton seconded. Carried. Commissioner Canty asked for a motion to approve the minutes of the January 13, 2022 meeting. Tom Cross made a motion to approve the minutes of the January 13, 2022 meeting. Martin Stanton seconded. Carried.

Tom Cross, Martin Stanton, Commissioner Canty, and Commissioner Loughren reviewed the Denied with Comment grievances for the month of February 2022. Tom Cross, Martin Stanton, and Commissioner Canty made motions to Deny with the appropriate comment the grievances that they reviewed. These motions were seconded by Martin Stanton, Tom Cross, and Tom Cross respectively, and unanimously passed. Upon the recommendation of Commissioner Loughren, Martin Stanton made a motion to Deny with the appropriate comment the grievances that Commissioner Loughren reviewed. This motion was seconded by Tom Cross, and unanimously passed.

Tom Cross, Martin Stanton, Commissioner Canty, and Commissioner Loughren reviewed the Expedited grievances for the month February 2022. Tom Cross, Martin Stanton, and Commissioner Canty made motions to Deny the grievances that they reviewed. These motions were seconded by Martin Stanton, Tom Cross, and Tom Cross respectively, and unanimously passed. Upon the recommendation of Commissioner Loughren, Martin Stanton made a motion to Deny the grievances that Commissioner Loughren reviewed. This motion was seconded by Tom
Cross, and unanimously passed.

Tom Cross, Martin Stanton, and Commissioner Canty reviewed 13 Facility Responses. Martin Stanton made a motion to refer Schenectady County Facility Response to Grievance #140206 to the Commission for follow up. This motion was seconded by Tom Cross, and unanimously passed.

The Council reviewed the remaining grievances.

**ACCEPT IN PART**

<table>
<thead>
<tr>
<th>Number</th>
<th>County</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>156021</td>
<td>Ontario CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>156020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155959</td>
<td>Tompkins CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155086</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155191</td>
<td>Washington CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155208</td>
<td>Westchester CJ</td>
<td>Unanimous</td>
</tr>
</tbody>
</table>

**ADMINISTRATIVE CLOSURES**

**DENY**

<table>
<thead>
<tr>
<th>Number</th>
<th>County</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>156719</td>
<td>Albany CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>156488</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155644</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155626</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155305</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154586</td>
<td></td>
<td></td>
</tr>
<tr>
<td>156026</td>
<td>Cattaraugus CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155587</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155578</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155062</td>
<td>Cayuga CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>154620</td>
<td></td>
<td></td>
</tr>
<tr>
<td>156725</td>
<td></td>
<td></td>
</tr>
<tr>
<td>156542</td>
<td></td>
<td></td>
</tr>
<tr>
<td>156079</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155439</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Chautauqua CJ  Unanimous

Chenango CJ  Unanimous

Clinton CJ  Unanimous

Columbia CJ  Unanimous

Cortland CJ  Unanimous

Delaware CJ  Unanimous
Dutchess CJ  Unanimous

Erie CF  Unanimous

Erie CJ  Unanimous

Franklin CJ  Unanimous

Fulton CJ  Unanimous

Genesee CJ  Unanimous

Lewis CJ  Unanimous
Livingston CJ Unanimous

Madison CJ Unanimous

Monroe CJ Unanimous

Montgomery CJ Unanimous

Nassau CJ Unanimous

Niagara CJ Unanimous

Onondaga COR Unanimous
Onondaga CUS  Unanimous

Ontario CJ  Unanimous

Orleans CJ  Unanimous

Oswego CJ  Unanimous

Otsego CJ  Unanimous

Putnam CJ  Unanimous
<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>156023</td>
<td>Rockland CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155956</td>
<td>Schoharie CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155954</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155953</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155952</td>
<td></td>
<td></td>
</tr>
<tr>
<td>156239</td>
<td>St. Lawrence CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>156238</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155762</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155761</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155701</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155365</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155364</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155271</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154798</td>
<td>Steuben CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155301</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155298</td>
<td>Suffolk CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155147</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155146</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155144</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155143</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155139</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154458</td>
<td>Sullivan CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155998</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155362</td>
<td>Tioga CJ</td>
<td>Unanimous</td>
</tr>
<tr>
<td>155360</td>
<td></td>
<td></td>
</tr>
<tr>
<td>155340</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154941</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154920</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154888</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154887</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154885</td>
<td></td>
<td></td>
</tr>
<tr>
<td>154882</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
DENIED WITH COMMENT

156489
155141
154804
Albany CJ Unanimous

155063
Cayuga CJ Unanimous
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>155798</td>
<td>Chenango CJ Unanimous</td>
</tr>
<tr>
<td>155744</td>
<td>Clinton CJ Unanimous</td>
</tr>
<tr>
<td>155743</td>
<td>Columbia CJ Unanimous</td>
</tr>
<tr>
<td>155619</td>
<td>Dutchess CJ Unanimous</td>
</tr>
<tr>
<td>155628</td>
<td>Erie CF Unanimous</td>
</tr>
<tr>
<td>155946</td>
<td>Erie CJ Unanimous</td>
</tr>
<tr>
<td>155370</td>
<td>Franklin CJ Unanimous</td>
</tr>
<tr>
<td>155866</td>
<td>Fulton CJ Unanimous</td>
</tr>
<tr>
<td>155238</td>
<td>Genesee CJ Unanimous</td>
</tr>
<tr>
<td>155219</td>
<td>Jefferson CJ Unanimous</td>
</tr>
<tr>
<td>155002</td>
<td>Madison CJ Unanimous</td>
</tr>
<tr>
<td>156416</td>
<td></td>
</tr>
</tbody>
</table>
156421
Monroe CJ Unanimous

155989
155987
Montgomery CJ Unanimous

155884
155870
155458
Nassau CJ Unanimous

156168
155344
155343
155127
154423
154387
Oneida CJ Unanimous

155979
155180
Onondaga COR Unanimous

155647
155267
Onondaga CUS Unanimous

155882
155868
155478
155322
155079
155060
154764
154763
Ontario CJ Unanimous

156471
154926
Orange CJ Unanimous

156541
156538
155418
Orleans CJ Unanimous

155159
154598
Oswego CJ Unanimous
155739
Putnam CJ               Unanimous

154998
Rensselaer CJ          Unanimous

156009
Rockland CJ            Unanimous

156201
Saratoga CJ            Unanimous

156459
St. Lawrence CJ        Unanimous

156680
155145
155142
155140
154780
154779
154770
154769
Sullivan CJ            Unanimous

156598
155960
155958
155957
155098
155088
155087
Tompkins CJ            Unanimous

156399
156398
156382
155745
155359
154766
154747
154746
Warren CJ              Unanimous

155983
155698
155679
155678
155192
Washington CJ          Unanimous
The next CPCRC meeting will be held on Thursday, March 10, 2022 at 11:00 A.M. via WebEx Telephone Conference.

Commissioner Canty requested a motion to adjourn the meeting, which was made by Tom Cross, seconded by Martin Stanton, and carried. The meeting adjourned at 11:21 A.M.

Respectfully submitted,

Victoria Connors
Administrative Assistant
Name of Facility: Erie County SSD  
Variance #: 20-V-26 

New: [ ] Renewal: [✓]  
Relief from Standard: 7320.5 c 

Application by: Deputy Commissioner Paul Kubula  
Date Request Rec: 1/29/22 

Last Approved: 8/17/2021A  
Length of Approval: 6 months  
Expiration: 3/1/2022 

Write-up Prepared by: Amanda Grimes 

Recommendation by Field Staff: Approve until August 1, 2022 
Recommendation at Briefing: Approve until March 1, 2023 

Final Recommendation: 

SUMMARY OF VARIANCE REQUEST 
Erie County Secure and Specialized Secure Youth Center is requesting to allow AO females to be housed in their Light Blue eight bed pod. 

VARIANCE HISTORY 
Variance has been in effect since October 2020 related to the Covid-19 pandemic. 

CONSTRUCTION/RENOVATION PLANS 
None 

OTHER VARIANCES IN EFFECT 
None 

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY): 
None 

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED: 
None 

ANY OPEN MINIMUM STANDARD VIOLATIONS: 
None 

ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE’S CONDITIONS: 
None 

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED: 
Erie County Secure and Specialized Secure Youth Center would like to continue to use the Green Pod
for youth who may need medical isolation due to a positive COVID-19 test.

RECOMMENDED CONDITIONS IF APPROVED
1. The facility possesses a valid operating certificate issued by the state Office of Children and Family Services, and operates the facility in compliance with such certificate;

2. The facility shall maintain a staffing plan consistent with the requirements as outlined in OCFS and SCOC regulations.

3. 

4. 

5. 

REVIEWED BY REGIONAL SUPERVISOR: Larry Roe DATE: FEBRUARY 3, 2022

OFFICIAL USE ONLY:

NOTES OF MEETING: _____
Specialized Secure Detention Variance Application Form

INSTRUCTIONS TO DIRECTOR:

Pursuant to New York State Minimum Standards Part 7360, Variances, please complete all portions of this form and mail or fax this form Attn: Chairman/Commissioner to the address or fax number listed above.

Facility: 
Erie County Secure and Specialized Secure Youth Center

Person requesting: 
Paul Kubala- Deputy Commissioner (Director)

A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7320.4(c) states that, at least one functioning toilet, sink and shower shall be available for every 6 youth contained within a living unit. To request a variance to allow for 1 tub/shower for every 8 youth:

Ex. Part: 7320 Section: 4 Subdivision: c

Standard for which the variance is requested:
Part: 7320 Section: 5 Subdivision: C

B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. (Include or attach any relevant supporting documentation)

Erie County Secure and Specialized Secure Youth Center is requesting to allow AO females to be housed in our Lil' Blue[blank] eight bed pod. [blank] All SCOC and OCFS regulations will be followed.

C. In the space provided below include a detailed description regarding why this variance is necessary. (Include or attach any relevant supporting documentation)

Erie County Secure and Specialized Secure Youth Center would like to continue to use the Green Pod for youth who may need medical isolation due to a positive Covid-19 test or may need medical isolation.
D. Provide the amount of time for which the variance is requested, if applicable:

_____ Days  ____ Weeks  ____ Months

E. Should this variance application be approved, please detail below any plans, provisions and timetables for achieving full compliance with the Minimum Standard regulation that is the subject of this application. (Use additional sheets to provide further information and supporting documentation).
F. If this variance request pertains to housing additional youth, please provide square footage for the potential housing areas affected (dayspace area, cells, gym, etc.) as well as the number of sinks, showers and toilets for that area. It is also necessary to include the current Maximum Facility Capacity (MFC) rating for the specific area listed in this application, along with the number of additional youth (beyond the MFC rating) you are requesting to be housed in the specific area.

<table>
<thead>
<tr>
<th>Housing Area (Name and type, i.e. 1 North, dorm, linear)</th>
<th>Rooms and Cells Sq. Ft.</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Number of Toilets</th>
<th>Current MFC</th>
<th>Requested Number of Variance Beds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lt. Blue Pod</td>
<td>75</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>8</td>
</tr>
</tbody>
</table>

(If additional space is required please make a copy of this sheet and attach)

(Page______of______)
G. Has this variance been previously approved by the Commission?

Yes X If yes, include the variance number 20-V-26 No

[Signature (Director)]

[Date] 1-20-22

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.nv.gov. Click on Table of Contents, Commission Forms, Request for a Variance (Formal application statement).
Name of Facility: Chenango County Jail
Variance #22-V-02

New: X Renewal: Relief from Standard: 7004.3(a)
Application by: Administrator Tonya Shoales Date Request Rec: 2/3/2022
Last Approved: N/A Length of Approval: N/A Expiration: N/A

Write-up Prepared by: Michael Walters
Recommendation by Field Staff: Approval until July 1, 2022.
Recommendation at Briefing:
Final Recommendation:

SUMMARY OF VARIANCE REQUEST
Administrator Tonya Shoales is requesting authorization to provide incarcerated individuals with photocopies of their incoming correspondence in lieu of the original correspondence. General and legal privileged correspondence is to be copied in the presence of the intended recipient and the original privileged correspondence is to be stored within a sealed envelope within the incarcerated individual’s secured property. Non privileged correspondence is to be searched and photocopied outside the presence of the incarcerated individual with the original correspondence being secured in the incarcerated individual’s secured property.

The jail currently permits anyone to drop off packages, including books, at the facility. The incidents were not reported, as the contraband was found in the lobby, not within the facility.

VARIANCE HISTORY
N/A

CONSTRUCTION/RENOVATION PLANS
N/A

OTHER VARIANCES IN EFFECT
N/A

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):
OCTOBER 28-29, 2021

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:
COMMISSION STAFF MEMBER MICHAEL WALTERS CONDUCTED A MINIMUM STANDARDS EVALUATION ON OCTOBER 28-29, 2021
ANY OPEN MINIMUM STANDARD VIOLATIONS:
There are open issues unrelated to variance request. There were no correspondence violations identified by Commission staff during evaluation.

OTHER INFORMATION
N/A

ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE’S CONDITIONS:
No

JUSTIFICATION FOR WHY VARIANCE SHOULD OR SHOULD NOT BE EXTENDED:
N/A

RECOMMENDED CONDITIONS IF APPROVED
Pursuant to this action, the following conditions shall apply:

1. Non-privileged correspondence and accompanying envelope may be photocopied and provided to the recipient prisoner. The original non-privileged incoming correspondence and accompanying envelope shall be placed in the recipient prisoner’s personal property.

2. Incoming general and legal privileged correspondence may only be opened and inspected for contraband in the presence of the recipient prisoner.

3. Incoming general and legal privileged correspondence and accompanying envelope may only be photocopied in the presence of the recipient prisoner. The original incoming general and legal privileged correspondence and accompanying envelope shall, in the presence of the recipient prisoner, be placed in a sealed envelope in a manner that does not allow the correspondence to be read, and thereafter secured in the recipient prisoner's personal property.

4. The scanning of incoming general and legal privileged correspondence is strictly prohibited.

5. Outside the presence of recipient prisoner, the facility may use a drug detecting device to scan incoming general and legal privileged correspondence for illicit drugs without opening the envelope. In instances where the envelope must be opened in order to perform such scan, the opening and scanning of the envelope must occur only while in the presence of the recipient prisoner.

6. Approval of this variance does not relieve the facility from its duty to comply with United States Postal Services’ regulations and statutes.

7. Except for incoming non-general and legal privileged correspondence forwarded to the chief administrative officer, the facility shall make available correspondence for
incarcerated individual view within one business day of delivery by the United States Postal Service.

8. The facility shall ensure that incarcerated individuals are provided, at no cost, the opportunity to:

   a. be provided with their original correspondence and enclosed contents (i.e., photos, cards, etc.), that are non-criminal in nature, immediately upon release/transfer from the facility; and

   b. be permitted to designate a person(s) who may obtain such original correspondence from the facility.

9. The facility shall provide incarcerated individuals the opportunity to have their original correspondence forwarded to a third party.

10. All relevant protocols concerning the photocopying of correspondence shall be included in the facility's incarcerated individual rulebook. If the rulebook is not yet scheduled for reprinting, such information shall be posted conspicuously in all housing areas until such reprinting has been completed and issued.

11. Any costs associated with the correspondence photocopying program shall be borne by the facility and not through the use of commissary profits.

12. The facility shall ensure that all correspondence-related reportable incidents are submitted to the Commission in accordance with Part 7022, Reportable Incidents.

REVIEWED BY REGIONAL SUPERVISOR:  Clark	DATE: 2-9-22

REVIEWED BY DIRECTOR:  T. Moran	DATE: 2/10/22

COMMENTS BY DIRECTOR:

_________________________________________________________________________________________

OFFICIAL USE ONLY:

NOTES OF MEETING:
County Jail/NYCDOC Non-Capacity Variance Application Form

INSTRUCTIONS TO SHERIFF, COMMISSIONER OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and e-mail to the attention of Chairman/Commissioner, using the above e-mail address.

Facility: Chenango County

Person requesting: Lt. Tonya Shoales

(Sheriff/Commissioner/Chief Administrative Officer)

A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7008.2b states that, The visiting area shall be designed so as to allow physical contact between prisoners and their visitors. To request a variance to have physical barriers between inmates and visitors the citation should be listed as: Ex. Part: 7008 Section: 2 Subdivision: b

Standard for which the variance is requested:

Part: 7004.3 Section: Subdivision:

B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal. Requesting authorization to photocopy all incoming correspondence. Non-privileged correspondence and accompanying envelope will be photocopied by the officer processing mail, the photocopy will be forwarded to the incarcerated person, and the original will be placed in the their personal property. Incoming general and legal privileged correspondence and accompanying envelope will be photocopied in front of the incarcerated person, sealed in an envelope in front of them and secured in personals.
C. In the space provided below include a detailed description regarding why this variance is necessary. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.


D. Provide the amount of time for which the variance is requested, if applicable:

_______ Days _______ Weeks _______ Months

E. Should this variance application be approved, please detail below any plans, provisions and timetables for achieving full compliance with the Minimum Standard regulation that is the subject of this application. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.

See attached procedure.
Facility has equipment readily available to start procedure upon approval.
F. Has this variance been previously approved by the Commission?

Yes [ ]  If yes, include the variance number ____________________  No [ ]

签名 (Sheriff, Commissioner, Chief Administrative Officer) 02/03/2022

Additional copies of this form can be obtained by contacting the Commission, or by visiting www.scoc.ny.gov
County Jail/NYCDOC Non-Capacity Variance Application Form

INSTRUCTIONS TO SHERIFF, COMMISSIONER OR CHIEF ADMINISTRATIVE OFFICER:

Pursuant to New York State Minimum Standards Part 7050, Variances, please complete all portions of this form and e-mail to the attention of Chairman/Commissioner, using the above e-mail address.

Facility: Chenango County

Person requesting: Lt. Tonya Shoales

(Sheriff/Commissioner/Chief Administrative Officer)

A. State the specific part, section and subdivision of New York State Minimum Standards for which the variance is requested: Example: 7008.2b states that, The visiting area shall be designed so as to allow physical contact between prisoners and their visitors. To request a variance to have physical barriers between inmates and visitors the citation should be listed as:

Ex. Part: 7008  Section: 2  Subdivision: b

Standard for which the variance is requested:

Part: 7004.1  Section:  Subdivision:  

B. In the space provided below include specific plans fully explaining and supporting the alternative manner of compliance. If you are requesting a modification to an existing variance please include that information in the area below as well. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal. Requesting authorization to photocopy all incoming correspondence. Non-privileged correspondence and accompanying envelope will be photocopied by the officer processing mail, the photocopy will be forwarded to the incarcerated person, and the original will be placed in the their personal property. Incoming general and legal privileged correspondence and accompanying envelope will be photocopied in front of the incarcerated person, sealed in an envelope in front of them and secured in personals.
C. In the space provided below include a detailed description regarding why this variance is necessary. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.

D. Provide the amount of time for which the variance is requested, if applicable:

_____ Days  _____ Weeks  _____ Months

E. Should this variance application be approved, please detail below any plans, provisions and timetables for achieving full compliance with the Minimum Standard regulation that is the subject of this application. The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.

See attached procedure.
Facility has equipment readily available to start procedure upon approval.
F. Has this variance been previously approved by the Commission?

Yes □ If yes, include the variance number _______________ No □

Signature (Sheriff), (Commissioner), (Chief Administrative Officer) 02/03/2022

Date

Additional copies of this form can be obtained by contacting the Commission, or by visiting www.scoc.ny.gov

Revised 9/2021
MAXIMUM FACILITY CAPACITY

For the

Erie County Correctional Facility

Alden, New York

February 23, 2022

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner
NOTE:  INDIVIDUAL OCCUPANCY HOUSING UNITS AND MULTIPLE OCCUPANCY HOUSING UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7040 ARE TO BE INCLUDED IN THE MAXIMUM FACILITY CAPACITY FORMULATION.

I.  INDIVIDUAL OCCUPANCY HOUSING UNITS:

1. Each such unit shall only house one (1) incarcerated individual and contain at least 60 square feet of floor space.

2. Each such individual occupancy housing unit shall contain:
   One (1) bed and mattress;
   One (1) functioning toilet; and
   One (1) functioning sink.

3. Sufficient showers shall be available to permit each incarcerated individual to shower daily.

4. Each tier or section of individual housing units constructed after the effective date of 9 NYCRR 7040 shall provide dayroom space adjacent and accessible to such tier or section.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.

2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

II.  MULTIPLE OCCUPANCY HOUSING UNITS:

1. Each such unit shall provide a minimum of 50 square feet of floor space per incarcerated individual in the sleeping area.

2. Each such unit shall house no more than 60 incarcerated individuals.

3. Each such unit shall have a bed and mattress for each incarcerated individual.

4. Each such unit shall have at least:
   One (1) functioning toilet for every 12 incarcerated individuals;
   One (1) functioning shower for every 15 incarcerated individuals; and
   One (1) functioning sink for every 12 incarcerated individuals.

5. Each such unit shall provide a minimum of 25 square feet of dayroom space immediately adjacent and accessible to the sleeping area.

EXCEPTIONS:

1. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.
III. **UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING:**

1. The requirements as stipulated in I and II apply to all housing units consisting of both individual and multiple occupancy housing units.

**EXCEPTIONS:**

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.

2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

IV. **NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS**

1. These are used to identify areas within the facility that are used for the temporary detention of individuals. These areas do not increase the capacity of the facility.
**IA. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING**

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Number of Individual Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available per Section</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha-1 Unit</td>
<td>15</td>
<td>15 @ 72 sq. ft.</td>
<td>2</td>
<td>15</td>
</tr>
<tr>
<td>Alpha-2 Unit</td>
<td>24</td>
<td>24 @ 72 sq. ft.</td>
<td>3</td>
<td>24</td>
</tr>
<tr>
<td>Charlie-1 Unit</td>
<td>24</td>
<td>24 @ 72 sq. ft.</td>
<td>3</td>
<td>24</td>
</tr>
<tr>
<td>Charlie-2 Unit</td>
<td>24</td>
<td>24 @ 72 sq. ft.</td>
<td>3</td>
<td>24</td>
</tr>
<tr>
<td>Delta Unit</td>
<td>48</td>
<td>48 @ 72 sq. ft.</td>
<td>6</td>
<td>48</td>
</tr>
<tr>
<td>Echo Unit</td>
<td>48</td>
<td>48 @ 72 sq. ft.</td>
<td>6</td>
<td>48</td>
</tr>
<tr>
<td>Foxtrot Unit</td>
<td>48</td>
<td>48 @ 72 sq. ft.</td>
<td>6</td>
<td>48</td>
</tr>
<tr>
<td>Gulf Unit</td>
<td>48</td>
<td>48 @ 72 sq. ft.</td>
<td>6</td>
<td>48</td>
</tr>
<tr>
<td>Hotel Unit</td>
<td>48</td>
<td>48 @ 72 sq. ft.</td>
<td>6</td>
<td>48</td>
</tr>
<tr>
<td>Sierra Unit</td>
<td>4</td>
<td>3 @ 80 sq. ft.</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1 @ 114 sq. ft.</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

Individual General Housing Unit Total: 331

**IB. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION**

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Housing</th>
<th>Number of Individual Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical</td>
<td>Medical</td>
<td>14</td>
<td>14 @ 102 sq. ft.</td>
<td>2</td>
<td>14</td>
</tr>
</tbody>
</table>

Individual Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 14
IC. **INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING**

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Special Housing</th>
<th>Number of Individual Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th># of Showers Available per Section</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha-1 Segregation Upper</td>
<td>Punitive and Administrative Segregation</td>
<td>4</td>
<td>4 @ 72 sq. ft.</td>
<td>1</td>
<td>8</td>
</tr>
<tr>
<td>Alpha-1 Segregation Lower</td>
<td>Punitive and Administrative Segregation</td>
<td>4</td>
<td>4 @ 72 sq. ft.</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>Bravo-1 Unit Main Upper</td>
<td>Punitive and Administrative Segregation</td>
<td>15</td>
<td>15 @ 72 sq. ft.</td>
<td>2</td>
<td>19</td>
</tr>
<tr>
<td>Bravo-1 Segregation Lower</td>
<td>Punitive and Administrative Segregation</td>
<td>4</td>
<td>4 @ 72 sq. ft.</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>Bravo-2 Unit</td>
<td>Punitive and Administrative Segregation</td>
<td>24</td>
<td>24 @ 72 sq. ft.</td>
<td>3</td>
<td>24</td>
</tr>
<tr>
<td>M-2 Unit</td>
<td>Punitive and Administrative Segregation</td>
<td>6</td>
<td>6 @ 102 sq. ft.</td>
<td>1</td>
<td>6</td>
</tr>
</tbody>
</table>

**Note:** Any of these housing areas may be used for general or quarantine housing purposes when they do not confine incarcerated individuals for punitive or administrative reasons.

**Individual Special Housing Unit Total: 61**
### IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joliet Unit</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>3495 sq. ft.</td>
<td>48</td>
</tr>
<tr>
<td>Kilo Unit</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>3900 sq. ft.</td>
<td>52</td>
</tr>
<tr>
<td>Lima Unit</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>3580 sq. ft.</td>
<td>48</td>
</tr>
<tr>
<td>November Unit</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>3580 sq. ft.</td>
<td>48</td>
</tr>
<tr>
<td>Oscar Unit</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>3580 sq. ft.</td>
<td>48</td>
</tr>
<tr>
<td>Papa Unit</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>3580 sq. ft.</td>
<td>48</td>
</tr>
<tr>
<td>Romeo Unit</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>3900 sq. ft.</td>
<td>48</td>
</tr>
</tbody>
</table>

Note: Tango Building is located adjacent to the Erie County Correctional Facility

Multiple General Housing Unit Total: 340

### IIB. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Housing</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Multiple Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 0

### IIC. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Special Housing</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Multiple Special Housing Unit Total: 0
### IIIA. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR GENERAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Number of Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Individual and Multiple Occupancy General Housing Unit Total: 0

### IIIB. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Housing</th>
<th>Number of Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Individual and Multiple Occupancy Admissions/Orientation, Medical and Mental Health Housing Unit Total: 0

### IIIC. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR SPECIAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Special Housing</th>
<th>Number of Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Individual and Multiple Occupancy Special Housing Unit Total: 0
IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

<table>
<thead>
<tr>
<th>Name of Area/Section</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Total Size of Area (Sq. Ft. of Floor Space)</th>
<th>Description of Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room 1306</td>
<td>1</td>
<td>1</td>
<td>693 sq. ft.</td>
<td>The facility may hold up to forty-six (46) incarcerated individuals.</td>
</tr>
<tr>
<td>Holding Cell #2</td>
<td>1</td>
<td>1</td>
<td>645 sq. ft.</td>
<td>The facility may hold up to forty-three (43) incarcerated individuals.</td>
</tr>
<tr>
<td>Holding 1319</td>
<td>1</td>
<td>1</td>
<td>78 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>Holding 1321</td>
<td>1</td>
<td>1</td>
<td>78 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>Holding 1331</td>
<td>1</td>
<td>1</td>
<td>78 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>Holding 1333</td>
<td>1</td>
<td>1</td>
<td>78 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
</tbody>
</table>

Note:
Non-housing areas may be used only for temporary holding for up to the number of incarcerated individuals as prescribed. The facility shall limit individual occupancy holding to **twelve (12) hours**. Multiple occupancy holding shall be limited to **four (4) hours**. Any other use is prohibited. Whenever incarcerated individuals are placed in non-housing areas, at a minimum, Active Supervision shall be maintained.
ERIE COUNTY CORRECTIONAL FACILITY – MFC 2022

<table>
<thead>
<tr>
<th>HOUSING TYPE</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal Individual Housing Units Used for General Housing</td>
<td>331</td>
</tr>
<tr>
<td>Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation</td>
<td>14</td>
</tr>
<tr>
<td>Subtotal Individual Housing Units Used for Special Housing</td>
<td>61</td>
</tr>
<tr>
<td>Subtotal Multiple Housing Units Used for General Housing</td>
<td>340</td>
</tr>
<tr>
<td>Subtotal Multiple Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Multiple Housing Units Used for Special Housing:</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing</td>
<td>0</td>
</tr>
</tbody>
</table>

**MAXIMUM FACILITY CAPACITY:** 746

Other identified areas not rated as part of Maximum Facility Capacity: Yes (X) No ( )

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units;
2. The number of properly equipped multiple occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units; and
3. The facility's ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

**JUSTIFICATION FOR CHANGE IN MFC**
Revised to reflect change in the designation of the M-2 housing area to Special Housing and to remove the Tango Building from the MFC, as it is no longer operated by the Erie County Sheriff’s Office.

Reviewed by: Keith Zobel

Approved by: Terrence Moran

Deputy Director 2/10/22

Director 2/10/22
MAXIMUM FACILITY CAPACITY

For the
Erie County Holding Center
Buffalo, New York
February 23, 2022

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner
NOTE: INDIVIDUAL OCCUPANCY HOUSING UNITS AND MULTIPLE OCCUPANCY HOUSING UNITS WHICH MEET THE FOLLOWING REQUIREMENTS PURSUANT TO 9 NYCRR PART 7040 ARE TO BE INCLUDED IN THE MAXIMUM FACILITY CAPACITY FORMULATION.

I. INDIVIDUAL OCCUPANCY HOUSING UNITS:

1. Each such unit shall only house one (1) incarcerated individual and contain at least 60 square feet of floor space.

2. Each such individual occupancy housing unit shall contain:
   One (1) bed and mattress;
   One (1) functioning toilet; and
   One (1) functioning sink.

3. Sufficient showers shall be available to permit each incarcerated individual to shower daily.

4. Each tier or section of individual housing units constructed after the effective date of 9 NYCRR 7040 shall provide dayroom space adjacent and accessible to such tier or section.

EXCEPTIONS:

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.

2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

II. MULTIPLE OCCUPANCY HOUSING UNITS:

1. Each such unit shall provide a minimum of 50 square feet of floor space per incarcerated individual in the sleeping area.

2. Each such unit shall house no more than 60 incarcerated individuals.

3. Each such unit shall have a bed and mattress for each incarcerated individual.

4. Each such unit shall have at least:
   One (1) functioning toilet for every 12 incarcerated individuals;
   One (1) functioning shower for every 15 incarcerated individuals; and
   One (1) functioning sink for every 12 incarcerated individuals.

5. Each such unit shall provide a minimum of 25 square feet of dayroom space immediately adjacent and accessible to the sleeping area.

EXCEPTIONS:

1. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.
III. **UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING:**

1. The requirements as stipulated in I and II apply to all housing units consisting of both individual and multiple occupancy housing units.

**EXCEPTIONS:**

1. A unit may contain less than 60 square feet of floor space if such unit was originally constructed for single occupancy prior to the effective date of 9 NYCRR Part 7040.

2. Each such unit used to house incarcerated individuals apart from general population for the purpose of medical observation or treatment shall have a minimum of 80 square feet of floor space.

IV. **NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS**

1. These are used to identify areas within the facility that are used for the temporary detention of individuals. These areas do not increase the capacity of the facility.
## IA. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Number of Individual Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available per Section</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Long</td>
<td>28</td>
<td>28 @ 48 sq. ft.</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>Alpha Short</td>
<td>22</td>
<td>22 @ 40 sq. ft.</td>
<td>2</td>
<td>22</td>
</tr>
<tr>
<td>Bravo Long</td>
<td>28</td>
<td>28 @ 48 sq. ft.</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>Bravo Short</td>
<td>22</td>
<td>22 @ 40 sq. ft.</td>
<td>2</td>
<td>22</td>
</tr>
<tr>
<td>Charlie Long</td>
<td>28</td>
<td>28 @ 48 sq. ft.</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>Charlie Short</td>
<td>22</td>
<td>22 @ 40 sq. ft.</td>
<td>2</td>
<td>22</td>
</tr>
<tr>
<td>Echo Short</td>
<td>22</td>
<td>22 @ 48 sq. ft.</td>
<td>2</td>
<td>22</td>
</tr>
<tr>
<td>Echo Long</td>
<td>28</td>
<td>28 @ 48 sq. ft.</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>Echo North/East see note</td>
<td>47</td>
<td>47 @ 71 sq. ft.</td>
<td>4</td>
<td>47</td>
</tr>
<tr>
<td>Foxtrot East see note</td>
<td>19</td>
<td>19 @ 71 sq. ft.</td>
<td>2</td>
<td>19</td>
</tr>
<tr>
<td>Gulf South</td>
<td>4</td>
<td>4 @ 71 sq. ft.</td>
<td>2</td>
<td>4</td>
</tr>
</tbody>
</table>

**Note:**
The capacity of these housing areas reflects the reduction of one cell each, as they were converted to sick call rooms in September 2011.

Individual General Housing Unit Total: 270

## IB. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Housing</th>
<th>Number of Individual Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delta Long</td>
<td>Mental Health</td>
<td>27</td>
<td>27 @ 48 sq. ft.</td>
<td>2</td>
<td>27</td>
</tr>
<tr>
<td>Delta Short</td>
<td>Mental Health</td>
<td>22</td>
<td>22 @ 40 sq. ft.</td>
<td>2</td>
<td>22</td>
</tr>
<tr>
<td>Delta Male</td>
<td>Mental Health</td>
<td>4</td>
<td>4 @ 72 sq. ft.</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>Delta Observation 73</td>
<td>Mental Health</td>
<td>1</td>
<td>1 @ 77 sq. ft.</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Delta North</td>
<td>Medical and Mental Health</td>
<td>13</td>
<td>13 @ 85 sq. ft.</td>
<td>1</td>
<td>13</td>
</tr>
<tr>
<td>Delta East</td>
<td>Medical and Mental Health</td>
<td>10</td>
<td>10 @ 85 sq. ft.</td>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>Delta Female</td>
<td>Medical and Mental Health</td>
<td>5</td>
<td>5 @ 97 sq. ft.</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Delta Observation 59</td>
<td>Medical and Mental Health</td>
<td>1</td>
<td>1 @ 90 sq. ft.</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

Individual Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 83
### IC. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Special Housing</th>
<th>Number of Individual Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th># of Showers Available per Section</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Seg</td>
<td>Punitive and Administrative Segregation</td>
<td>8</td>
<td>8 @ 48 sq. ft.</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>Bravo Seg</td>
<td>Punitive and Administrative Segregation</td>
<td>8</td>
<td>8 @ 48 sq. ft.</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>Charlie Seg</td>
<td>Punitive and Administrative Segregation</td>
<td>8</td>
<td>8 @ 48 sq. ft.</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>Delta Seg</td>
<td>Punitive and Administrative Segregation</td>
<td>8</td>
<td>8 @ 48 sq. ft.</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>Gulf East</td>
<td>Punitive and Administrative Segregation</td>
<td>19</td>
<td>19 @ 71 sq. ft.</td>
<td>2</td>
<td>19</td>
</tr>
<tr>
<td>Bravo 37</td>
<td>Punitive and Administrative Segregation</td>
<td>1</td>
<td>1 @ 44 sq. ft.</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Charlie 37</td>
<td>Punitive and Administrative Segregation</td>
<td>1</td>
<td>1 @ 44 sq. ft.</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

**Notes:**

1. **Cells Bravo 37 and Charlie 37 shall not be used** to house incarcerated individuals, as neither has natural light.

2. The capacity of the Gulf East housing area reflects the reduction of one (1) cell, as it was converted to a sick call room in September 2011.

3. Any of the Alpha Seg, Bravo Seg, Charlie Seg and Delta Seg housing areas can be used for general or quarantine housing purposes **only if** they do not confine incarcerated individuals in such area(s) for purposes of punitive/administrative segregation.

**Individual Special Housing Unit Total:** 51
## II. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Echo Dorm</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>2259 sq. ft.</td>
<td>30</td>
</tr>
</tbody>
</table>

**Note:** Although sufficient square footage exists for a capacity of 30 beds, the facility only houses up to 28 incarcerated individuals. During a March 2, 2021 WebEx meeting, Superintendent Thomas Diina advised that, pursuant to a 2014 agreement with the Federal Government, only 28 incarcerated individuals would be housed in the Echo Dorm to permit additional circulation space for the disabled.

Multiple General Housing Unit Total: 30

## II.B. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Housing</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reception Housing</td>
<td>Admission and Orientation</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>2700 sq. ft.</td>
<td>36</td>
</tr>
<tr>
<td>Alpha Dayroom</td>
<td>Mental Health</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>343 sq. ft.</td>
<td>4</td>
</tr>
<tr>
<td>Bravo Dayroom</td>
<td>Mental Health</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>343 sq. ft.</td>
<td>4</td>
</tr>
<tr>
<td>Charlie Dayroom</td>
<td>Mental Health</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>343 sq. ft.</td>
<td>4</td>
</tr>
<tr>
<td>Delta Dayroom</td>
<td>Mental Health</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>343 sq. ft.</td>
<td>4</td>
</tr>
</tbody>
</table>

Multiple Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 52

## II.C. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Special Housing</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Number of Showers</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Multiple Occupancy Special Housing Unit Total: 0
### IIIA. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR GENERAL HOUSING

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Number of Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Echo South see note</td>
<td>35</td>
<td>35 @ 71 sq. ft.</td>
<td>4</td>
<td>35</td>
</tr>
<tr>
<td>Echo South Dayroom</td>
<td>1</td>
<td>295 sq. ft. of living space 125 sq. ft of dayroom space</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Echo South Dayroom Mezz</td>
<td>1</td>
<td>295 sq. ft. of living space 125 sq. ft of dayroom space</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Foxtrot South see note</td>
<td>35</td>
<td>35 @ 71 sq. ft.</td>
<td>4</td>
<td>35</td>
</tr>
<tr>
<td>Foxtrot South Dayroom</td>
<td>1</td>
<td>295 sq. ft. of living space 125 sq. ft of dayroom space</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Foxtrot South Dayroom Mezz</td>
<td>1</td>
<td>295 sq. ft. of living space 125 sq. ft of dayroom space</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Foxtrot North see note</td>
<td>27</td>
<td>27 @ 71 sq. ft.</td>
<td>2</td>
<td>27</td>
</tr>
<tr>
<td>Foxtrot North Dayroom Mezz</td>
<td>1</td>
<td>295 sq. ft. of living space 125 sq. ft of dayroom space</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Gulf North see note</td>
<td>27</td>
<td>27 @ 71 sq. ft.</td>
<td>2</td>
<td>27</td>
</tr>
<tr>
<td>Gulf North Dayroom Mezz</td>
<td>1</td>
<td>295 sq. ft. of living space 125 sq. ft of dayroom space</td>
<td>1</td>
<td>5</td>
</tr>
</tbody>
</table>

**Note:**
The capacity of these housing areas reflects the reduction of one cell each, as they were converted to sick call rooms in September 2011.

Individual and Multiple Occupancy General Housing Unit Total: 154
IIIB. **UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR ADMISSIONS/ORIENTATION, MEDICAL AND MENTAL HEALTH OBSERVATION**

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Housing</th>
<th>Number of Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Individual and Multiple Occupancy Admissions/Orientation, Medical and Mental Health Housing Unit Total: 0

IIIC. **UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR SPECIAL HOUSING**

<table>
<thead>
<tr>
<th>Name of Housing Area/Section</th>
<th>Type of Special Housing</th>
<th>Number of Housing Units</th>
<th>Total Size of Unit (Sq. Ft. of Floor Space)</th>
<th>Number of Showers Available</th>
<th>Maximum Incarcerated Individual Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>

Individual and Multiple Occupancy Special Housing Unit Total: 0
IV. NON-HOUSING AREAS USED FOR THE TEMPORARY DETENTION OF INDIVIDUALS

<table>
<thead>
<tr>
<th>Name of Area/Section</th>
<th>Number of Toilets</th>
<th>Number of Sinks</th>
<th>Total Size of Area (Sq. Ft. of Floor Space)</th>
<th>Description of Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Court Hold 1</td>
<td>1</td>
<td>1</td>
<td>281 sq. ft.</td>
<td>The facility may hold up to eighteen (18) incarcerated individuals.</td>
</tr>
<tr>
<td>Court Hold 2</td>
<td>1</td>
<td>1</td>
<td>135 sq. ft.</td>
<td>The facility may hold up to nine (9) incarcerated individuals.</td>
</tr>
<tr>
<td>Court Hold 3</td>
<td>1</td>
<td>1</td>
<td>194 sq. ft.</td>
<td>The facility may hold up to twelve (12) incarcerated individuals.</td>
</tr>
<tr>
<td>Court Hold 4</td>
<td>1</td>
<td>1</td>
<td>266 sq. ft.</td>
<td>The facility may hold up to seventeen (17) incarcerated individuals.</td>
</tr>
<tr>
<td>Court Hold 5</td>
<td>1</td>
<td>1</td>
<td>217 sq. ft.</td>
<td>The facility may hold up to fourteen (14) incarcerated individuals.</td>
</tr>
<tr>
<td>Court Hold 6</td>
<td>1</td>
<td>1</td>
<td>110 sq. ft.</td>
<td>The facility may hold up to seven (7) incarcerated individuals.</td>
</tr>
<tr>
<td>Court Hold 7</td>
<td>1</td>
<td>1</td>
<td>383 sq. ft.</td>
<td>The facility may hold up to twenty-five (25) incarcerated individuals.</td>
</tr>
<tr>
<td>ISO 1</td>
<td>1</td>
<td>1</td>
<td>77 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>ISO 2</td>
<td>1</td>
<td>1</td>
<td>77 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>ISO 3</td>
<td>1</td>
<td>1</td>
<td>77 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>ISO 4</td>
<td>1</td>
<td>1</td>
<td>77 sq. ft.</td>
<td>The facility may hold up to five (5) incarcerated individuals.</td>
</tr>
<tr>
<td>ISO 5</td>
<td>1</td>
<td>1</td>
<td>62 sq. ft.</td>
<td>The facility may hold up to four (4) incarcerated individuals.</td>
</tr>
<tr>
<td>Intake Hold 1</td>
<td>1</td>
<td>1</td>
<td>304 sq. ft.</td>
<td>The facility may hold up to twenty (20) incarcerated individuals.</td>
</tr>
<tr>
<td>Intake Hold 2</td>
<td>1</td>
<td>1</td>
<td>103 sq. ft.</td>
<td>The facility may hold up to six (6) incarcerated individuals.</td>
</tr>
<tr>
<td>Intake Hold 3</td>
<td>1</td>
<td>1</td>
<td>437 sq. ft.</td>
<td>The facility may hold up to twenty-nine (29) incarcerated individuals.</td>
</tr>
<tr>
<td>Reception Holding Pen</td>
<td>1</td>
<td>1</td>
<td>331 sq. ft.</td>
<td>The facility may hold up to twenty-two (22) incarcerated individuals.</td>
</tr>
</tbody>
</table>

Notes:
1. Non-housing areas may be used only for temporary holding for up to the number of incarcerated individuals as prescribed. The facility shall limit individual occupancy holding to twelve (12) hours. Multiple occupancy holding shall be limited to four (4) hours. Any other use is prohibited. Whenever incarcerated individuals are placed in non-housing areas, at a minimum, Active Supervision shall be maintained.
### HOUSING TYPE

<table>
<thead>
<tr>
<th>Description</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal Individual Housing Units Used for General Housing</td>
<td>270</td>
</tr>
<tr>
<td>Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation</td>
<td>83</td>
</tr>
<tr>
<td>Subtotal Individual Housing Units Used for Special Housing</td>
<td>51</td>
</tr>
<tr>
<td>Subtotal Multiple Occupancy Housing Units Used for General Housing</td>
<td>30</td>
</tr>
<tr>
<td>Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation</td>
<td>52</td>
</tr>
<tr>
<td>Subtotal Multiple Occupancy Housing Units Used for Special Housing</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing</td>
<td>154</td>
</tr>
<tr>
<td>Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation</td>
<td>0</td>
</tr>
<tr>
<td>Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing</td>
<td>0</td>
</tr>
<tr>
<td><strong>MAXIMUM FACILITY CAPACITY:</strong></td>
<td><strong>640</strong></td>
</tr>
</tbody>
</table>

Other identified areas not rated as part of Maximum Facility Capacity: Yes (X) No ( )

The above-noted capacity is based upon the following:

1. The number of properly equipped individual occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units;

2. The number of properly equipped multiple occupancy housing units, including the number of properly equipped admissions, medical and mental health and any other special housing units; and

3. The facility’s ability to provide required programs and services and to comply with other rules and regulations of 9 NYCRR Chapter IV which are related to facility capacity.

**JUSTIFICATION FOR CHANGE IN MFC**

Revised to reflect change in the designation of the Bravo Seg and Charlie Seg housing areas to Special Housing.

Reviewed by: Keith Zobel

Approved by: Terrence Moran

Deputy Director 2/10/22

Director 2/10/22