




Commission of Correction

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

YOLANDA CANTY
Commissioner

MEMORANDUM

TO: COMMISSION MEMBERS
FROM: Brian Callahan, General Counsel 
RE: AGENDA FOR COMMISSION MEETING
DATE: February 15, 2023 at **11:00AM**

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, New York and Ellenton, Florida 34222.

**Please be advised that proper identification is required at front desk.*

I. MINUTES

SCOC

January 25, 2023 Commission Meeting

CPCRC

February 9, 2023

MRB

Administrative Closures

II. VARIANCES

A. Erie County Department of Social Services Erie County Secure Detention Center

20-V-26

Pod

Section 7320.4

MFC

B. Onondaga County Sheriff's Office Onondaga County Custody Department Revised MFC

III. CONSTRUCTION

- C. Horizon Specialized Detention Facility
NYC Administration for Children's Services
22-C-106
Door Replacement Project**
- D. Horizon Specialized Detention Facility
NYC Administration for Children's Services
23-C-001
Library Storefront Covering**
- E. New York City Department of Correction
George R. Vierno Center
23-C-003
Recreation Yard Security Barriers**
- F. New York City Department of Correction
Queens Court Center
23-C-004
Convert Holding Cell #3 into Staff Bathroom**
- G. Nassau County Sheriff's Department
Nassau County Jail
23-C-009
Roof Replacement Project**
- H. Monroe County Sheriff's Office
Monroe County Jail
23-C-010
Retrofit Food Pass/Cuff Ports**
- I. Onondaga County Sheriff's Office
Onondaga County Justice Center
22-C-073
Shower Renovations**
- J. Nassau County Police Department
22-C-008
New 2nd Precinct**



Commission of Correction

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

YOLANDA CANTY
Commissioner

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION LOCATIONS:

80 S. Swan Street, 12th Floor, Albany, New York 12210
and
Ellenton, Florida 34222

DATE OF MEETING: January 25, 2023

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

PRESENT:

- Allen Riley, Chairman
- Thomas Loughren, Commissioner (**WebEx**)
- Yolanda Canty, Commissioner
- Tricia Amati, Assistant to Chairman/Commissioner
- Brian Callahan, Counsel
- Debbie Slack-Bean, Associate Attorney
- Jayne Lavigna-Jesmain, Senior Attorney
- Terry Moran, Director of Operations
- Keith Zobel, Deputy Director of Operations
- Cynthia Allen, Correctional Specialist 3
- Amanda Grimes, Correctional Specialist 3)
- Chris Ost, Correctional Facility Specialist 3
- Lloyd Robistow, Correctional Facility Specialist 3
- Larry Roe, Correctional Specialist 3
- Ellen Tryon, Correctional Specialist 3
- Sean Desch, Correctional Specialist 1
- Zachery Horton, Correctional Specialist 1

I. MINUTES

SCOC
December 20, 2022 Commission Meeting

**Approved Unanimous
Canty/Loughren**

CPCRC
January 12, 2023

**Approved Unanimous
Canty/Loughren**

MRB
Administrative Closures

**Approved Unanimous
Canty/Loughren**

December 15, 2022 Medical Review
Board Meeting

**Approved Unanimous
Canty/Loughren**

II. VARIANCES

**A. New York City Department of Correction
23-V-01 NEW
Sections 7004.1 and 7004.3
Incoming Prisoner Correspondence**

**Approved Unanimous
July 1, 2023
Canty/Loughren**

**B. New York City Department of Correction
George R. Vierno Center
23-V-02 NEW
Sections 7075.4(a)
Programming Desks**

**Approved Unanimous
May 1, 2023
Canty/Loughren**

III. MFC

**C. Washington County Sheriff's Office
Washington County Jail
MFC Revision**

**Approved Unanimous
Canty/Loughren**

**D. New York State Office of Children and
Family Services
Harriet Tubman Secure Residential Center**

**Approved Unanimous
Canty/Loughren**

IV. CONSTRUCTION

**E. Utica Police Department
22-C-095
Removal of Holding Cells**

**Approved Unanimous
Canty/Loughren**

**F. Westchester County Department of Probation
Woodfield Detention Center
22-C-100
Modification to Gymnasium Door Lock**

**Approved Unanimous
Canty/Loughren**

- | | |
|--|---|
| <p>G. Westchester County Department of Probation
Woodfield Detention Center
22-C-101
Modification to Medical Observation Room</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>H. Fulton County Sheriff's Office
Fulton County Jail
22-C-084
Window Replacement</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>I. Ontario County Sheriff's Office
Ontario County Jail
22-C-059
Sub-Day Rooms</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>J. New York City Department of Correction
Rose M. Singer Center
22-C-102
New CAPS and PACE Medical Unit</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>K. New York City Department of Correction
Rose M. Singer Center
22-C-103
New Medical Observation Medical Unit</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>L. New York State Office of Children and Family
Services
Harriet Tubman Secure Residential Center
23-C-002
Conversion to Secure Facility</p> | <p>Approved Unanimous
Canty/Loughren</p> |
| <p>M. Westchester County Department of Correction
Westchester County Penitentiary
22-C-080
Outdoor Exercise Weather Barrier</p> | <p>Approved Unanimous
Loughren/Canty</p> |
| <p>V. <u>REGULATORY</u></p> | |
| <p>N. Notice of Adoption
9 NYCRR section 7000.1, <i>et al</i>
Minimum standards for a program of medication
assisted treatment in jails</p> | <p>Approved Unanimous
Canty/Loughren</p> |

Commissioner Canty made a motion to go into executive session at 11:04 a.m. to discuss 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 11:24 a.m., which was seconded by Commissioner Loughren.

The meeting resumed at 11:24 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding Construction and Medical Review Board items, seconded by Commissioner Loughren. Commissioner Canty made a motion to adjourn at 11:25 a.m. which was seconded by Commissioner Loughren.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners



Commission of Correction

ALLEN RILEY
Chairman

THOMAS J. LOUGHREN
Commissioner

YOLANDA CANTY
Commissioner

EXECUTIVE SESSION

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION

LOCATIONS:

80 S. Swan Street, 12th Floor, Albany, New York 12210
and
Ellenton, Florida 34222

DATE OF MEETING: January 25, 2023

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

PRESENT:

Allen Riley, Chairman
Thomas Loughren, Commissioner (**WebEx**)
Yolanda Canty, Commissioner
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel
Debbie Slack-Bean, Associate Attorney
Jayne Lavigna-Jesmain, Senior Attorney
Terry Moran, Director of Operations
Keith Zobel, Deputy Director of Operations
Cynthia Allen, Correctional Specialist 3
Amanda Grimes, Correctional Specialist 3)
Chris Ost, Correctional Facility Specialist 3
Lloyd Robistow, Correctional Facility Specialist 3
Larry Roe, Correctional Specialist 3
Ellen Tryon, Correctional Specialist 3
Sean Desch, Correctional Specialist 1
Zachery Horton, Correctional Specialist 1

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Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioners

CITIZENS' POLICY AND COMPLAINT REVIEW COUNCIL

February 9, 2023

NYS Commission of Correction
at
Alfred E. Smith Office Building
80 South Swan Street, 12th Floor
Albany, NY 12210
WEBEX Meeting

PRESENT:

Commissioner Canty

Council Members:

Albany:

Martin Stanton

Also Present:

Terry Moran

Keith Zobel

Deborah Slack-Bean

Jayne Lavigna-Jesmain

Chris Ost

Ellen Tryon

Cynthia Allen

Vicky Connors

Commissioner Canty opened the meeting at 11:05 A.M.

Commissioner Canty asked for a motion to ratify all actions taken at the January 12, 2023 meeting. Martin Stanton made a motion to ratify all actions taken on January 12, 2023. Commissioner Canty seconded. Carried. Commissioner Canty asked for a motion to approve the minutes of the January 12, 2023 meeting. Martin Stanton made a motion to approve the minutes of the January 12, 2023 meeting. Commissioner Canty seconded. Carried.

Martin Stanton, Commissioner Canty, and Commissioner Loughren reviewed the Denied with Comment grievances for the month of February 2023. Martin Stanton and Commissioner Canty made motions to Deny with the appropriate comment the grievances that they reviewed. These motions were seconded by Commissioner Canty and Martin Stanton 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 Commissioner Canty, and unanimously passed.

Martin Stanton, Commissioner Canty, and Commissioner Loughren reviewed the Expedited grievances for the month February 2023. Martin Stanton and Commissioner Canty made motions to Deny the grievances that they reviewed. These motions were seconded by Commissioner Canty and Martin Stanton 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 Commissioner Canty, and

unanimously passed.

Martin Stanton and Commissioner Canty reviewed five (5) Facility Responses. Martin Stanton made a motion to refer Delaware County Facility Responses to Grievance #168116, and #168114, Steuben County Facility Response to Grievance #167576, and Wyoming County Facility Response to Grievance #168234 to the Commission for follow up. This motion was seconded by Commissioner Canty, and unanimously passed.

The Council reviewed the remaining grievances.

ACCEPT IN PART

171617 Albany CJ	Unanimous
171637 171299 171297 Cayuga CJ	Unanimous
171118 Cortland CJ	Unanimous
171710 171230 Erie CF	Unanimous
171596 Genesee CJ	Unanimous
171477 Herkimer CJ	Unanimous
171006 171005 Niagara CJ	Unanimous
171064 Ontario CJ	Unanimous
171367 Schenectady CJ	Unanimous
170196 Ulster CJ	Unanimous
170997 Warren CJ	Unanimous

ADMINISTRATIVE CLOSURES

DENY

171588 171357 170976 Albany CJ	Unanimous
171729 171646 171645 171644 171643 171642 171641 171640 171639 171298 171296 170438 Cayuga CJ	Unanimous
171500 171499 171410 170816 Chautauqua CJ	Unanimous
170938 Chemung CJ	Unanimous
171825 171776 171590 171542 171159 171096 171080 171079 171001 170584 Chenango CJ	Unanimous
171131 Clinton CJ	Unanimous
171237 170579 Columbia CJ	Unanimous

171591 171337 171336 171117 170560 Cortland CJ	Unanimous
171093 Delaware CJ	Unanimous
171339 Dutchess CJ	Unanimous
171824 171809 171808 171807 171713 171711 171708 171623 171622 171537 171536 171375 171374 171373 171372 171231 171219 171010 171009 170925 170749 170581 Erie CF	Unanimous
171481 Erie CJ	Unanimous
171837 171545 171156 Franklin CJ	Unanimous
171474 171198 171124 Fulton CJ	Unanimous

171627	
171626	
171625	
171597	
171579	
171557	
171556	
171457	
171456	
171318	
171317	
171316	
171277	
171276	
171258	
170838	
Genesee CJ	Unanimous
171121	
Greene CJ	Unanimous
171806	
171805	
171804	
171476	
Herkimer CJ	Unanimous
171225	
171035	
Jefferson CJ	Unanimous
171029	
Madison CJ	Unanimous
171840	
171839	
171618	
171340	
171278	
171128	
171031	
170977	
Monroe CJ	Unanimous
171396	
171359	
171358	
171078	
170684	
Montgomery CJ	Unanimous

171222 171221 Nassau CJ	Unanimous
171030 171004 Niagara CJ	Unanimous
171158 171157 Onondaga COR	Unanimous
170738 Onondaga CUS	Unanimous
171063 171059 Ontario CJ	Unanimous
171803 171356 170922 Orange CJ	Unanimous
171368 170676 170636 Orleans CJ	Unanimous
171229 170333 Oswego CJ	Unanimous
171479 171003 Putnam CJ	Unanimous
171301 171224 Rensselaer CJ	Unanimous
171197 171000 170859 170617 Rockland CJ	Unanimous
171802 171714 171685 171176	

171015 Schenectady CJ	Unanimous
171756 171732 171731 171539 171490 171458 170942 Schoharie CJ	Unanimous
171616 171126 170957 St. Lawrence CJ	Unanimous
171236 Steuben CJ	Unanimous
171233 171223 171036 170979 Suffolk CJ	Unanimous
171578 Sullivan CJ	Unanimous
171200 171719 Tioga CJ	Unanimous
170918 170916 Tompkins CJ	Unanimous
171119 Ulster CJ	Unanimous
171819 171624 171027 171008 170998 170996 Warren CJ	Unanimous
171718 Wayne CJ	Unanimous

171843
171842
171841
171651
171650
171586
171232
171123
171014
171013
170751
170683
Westchester CJ Unanimous

171033
171032
Wyoming CJ Unanimous

171218
171137
171019
171018
170897
Yates CJ Unanimous

DENIED WITH COMMENT

171127
Broome CJ Unanimous

171638
171300
170837
170836
170439
Cayuga CJ Unanimous

170681
Chautauqua CJ Unanimous

171826
171540
171057
170793
170327
Chenango CJ Unanimous

171132
171002
Clinton CJ Unanimous

170920 170559 Cortland CJ	Unanimous
171444 171441 170689 Dutchess CJ	Unanimous
171220 171076 170926 Erie CF	Unanimous
171544 Franklin CJ	Unanimous
171199 Fulton CJ	Unanimous
170876 Genesee CJ	Unanimous
171196 170519 Greene CJ	Unanimous
171478 171477 171256 Herkimer CJ	Unanimous
170754 Jefferson CJ	Unanimous
170601 Madison CJ	Unanimous
171405 171238 171129 171085 Monroe CJ	Unanimous
171472 171082 171081 Montgomery CJ	Unanimous

171497 170921 170788 170556 170437 170436 Niagara CJ	Unanimous
171705 Onondaga CUS	Unanimous
171558 171516 170755 170690 170517 170516 170477 Ontario CJ	Unanimous
171489 170796 170637 Orange CJ	Unanimous
171319 170980 Orleans CJ	Unanimous
171361 170572 Oswego CJ	Unanimous
171686 171401 Putnam CJ	Unanimous
170858 170857 170856 Rockland CJ	Unanimous
171376 170981 Schenectady CJ	Unanimous
171543 171541 170520 Schoharie CJ	Unanimous

171088
171060
Schuyler CJ Unanimous

171730
171471
171470
171469
171366
171365
170795
170794
Seneca CJ Unanimous

171581
171236
171177
171087
171086
171084
171083
170616
Steuben CJ Unanimous

171577
171576
Sullivan CJ Unanimous

171462
171461
171460
171459
170919
170917
Tompkins CJ Unanimous

171228
171120
Ulster CJ Unanimous

171821
Warren CJ Unanimous

171011
Washington CJ Unanimous

171022
171021
Wayne CJ Unanimous

171012
Westchester CJ Unanimous

171503
171217
171216
171016
170896
Yates CJ Unanimous

FACILITY RESPONSES REFERRED TO THE COMMISSION

168116
168114
Delaware CJ Unanimous

167576
Steuben CJ Unanimous

168234
Wyoming CJ Unanimous

The next CPCRC meeting will be held on Thursday March 9, 2023 at 11:00 A.M. via WebEx.

Commissioner Canty requested a motion to adjourn the meeting, which was made by Martin Stanton, seconded by Commissioner Canty, and carried. The meeting adjourned at 11:40 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: 2/23/22

Length of Approval: 1 year Expiration: 3/1/2024

Write-up Prepared by: Amanda Grimes

Recommendation by Field Staff: Approve until March 1, 2024

Recommendation at Briefing:

Final Recommendation:

SUMMARY OF VARIANCE REQUEST

Erie County Secure and Specialized Secure Youth Center is requesting to continue to allow AO females to be housed in their Light Blue [REDACTED] eight bed pod. Currently the 8 bed Green Pod [REDACTED] is being used to manage difficult populations. The larger [REDACTED] pods are currently being used to house male AO's.

VARIANCE HISTORY

Variance has been in effect since October 2020.

CONSTRUCTION/RENOVATION PLANS

None

OTHER VARIANCES IN EFFECT

None

STAFF INFORMATION AFTER SITE VISIT (DATE OF LAST VISIT TO FACILITY):

Adam Tilbe and Jordan Smoczynski have a site visit scheduled for 2/9/23 to review the variance and go over construction plans [REDACTED].

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 [REDACTED] Green Pod to manage difficult populations. During this time [REDACTED] and there is a statewide SSD bed shortage.

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.

[REDACTED].

4. [REDACTED].

5. [REDACTED].

REVIEWED BY REGIONAL SUPERVISOR:

DATE:

REVIEWED BY DEPUTY DIRECTOR:

DATE:

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



Commission of Correction

New York State Commission of Correction 80 S. Swan Street, 12th Floor Albany, New York 12205 518-485-2465 518-485-2467 (Fax)

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 Detention

Person requesting: Paul Kubala

(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)

ECSSSD is requesting to allow AO females to be housed in our Lt. Blue [redacted] eight bed pod. [redacted] The Lt.

Blue Pod shall operate strictly according to all SCOC and OCFS protocols for a SSD housing unit.

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

ECSSSD currently has a volatile male population and are currently using the larger pods for general housing of AO population and the 8 bed Green Pod is being utilized to manage difficult populations. During these times the facility has no other options for the AO female population.

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

_____ Days _____ Weeks 6 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).

ECSSSD is hopeful that some of it's current male AO will have their final disposition and have transitioned out of the ECSSSD care.

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.

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

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

Paul Vukobrat
Signature (Director)

1-26-23
Date

Additional copies of this form can be obtained by contacting the Commission, or online at www.scoc.ny.gov. Click on Table of Contents, Commission Forms, Request for a Variance (Formal application statement).

(SCOC Form #VA-SSD-2)
(09/18)



MAXIMUM FACILITY CAPACITY

For the

Onondaga County Justice Center

Syracuse, New York

February 15, 2023

Allen Riley
Chairman

Thomas J. Loughren
Commissioner

Yolanda Canty
Commissioner

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

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.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

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.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IA. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available per Section	Maximum Incarcerated Individual Capacity
5-B	8	8 @ 88 sq. ft.	1	8

Individual General Housing Unit Total: 8

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

Name of Housing Area/Section	Type of Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
5-B Behavioral Health	Mental Health	12	12 @ 88 sq. ft.	2	14
		2	2 @ 100 sq. ft.	1	12 2
5-C MHU	Mental Health	47	47 @ 88 sq. ft.	7	55
		8	8 @ 100 sq. ft.		47 8
Cell #7 <i>see note</i>					

Note: Cell #7 has no fixtures. Accordingly, it cannot be used to house incarcerated individuals.

Individual Admissions/Orientation, Medical and
Mental Health Observation Housing Unit Total: 69

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IC. INDIVIDUAL OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Individual Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	# of Showers Available per Section	Maximum Incarcerated Individual Capacity
5-B SHU #2	Punitive and Administrative Segregation	4	4 @ 88 sq. ft.	1	4
5-B SHU #3	Punitive and Administrative Segregation	32	32 @ 88 sq. ft.	4	32

Individual Special Housing Unit Total: 36

IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable					0

Multiple General Housing Unit Total: 0

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

Name of Housing Area/Section	Type of Housing	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

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

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

IIC. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR SPECIAL HOUSING

Name of Housing Area/Section	Type of Special Housing	Number of Toilets	Number of Sinks	Number of Showers	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Special Housing Unit Total: 0

IIIA. UNITS CONTAINING BOTH INDIVIDUAL AND MULTIPLE OCCUPANCY HOUSING USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
2-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
2-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
2-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
3-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
3-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	0 See Note
3-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
4-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	0 See Note
4-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8
4-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 52 8

Note: 4-A Pod & 3-B Pod may not be used to house incarcerated individuals until further notice due to ongoing renovations.

Individual and Multiple Occupancy General Housing Unit Total: 420

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

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

Name of Housing Area/Section	Type of Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
5-A	Medical				12
Infirmary		4	4 @ 100 sq. ft.	2	4
Negative Pressure 1		1	1 @ 100 sq. ft.	1	1
Negative Pressure 2		1	1 @ 100 sq. ft.	1	1
Ward #1		Dorm	1 @ 368 sq. ft.	1	3
Ward #2		Dorm	1 @ 302 sq. ft.	1	3

**Individual and Multiple Occupancy Admissions/Orientation,
Medical and Mental Health Housing Unit Total: 12**

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

Name of Housing Area/Section	Type of Special Housing	Number of Housing Units	Total Size of Unit (Sq. Ft. of Floor Space)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Not Applicable					0

Individual and Multiple Occupancy Special Housing Unit Total: 0

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

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

Name of Area/Section	Number of Toilets	Number of Sinks	Total Size of Area (Sq. Ft. of Floor Space)	Description of Use
Court Holding #1	1	1	1 @ 362 sq. ft.	The facility may hold up to twenty-four (24) incarcerated individuals.
Court Holding #2	1	1	1 @ 408 sq. ft.	The facility may hold up to twenty-seven (27) incarcerated individuals.
Court Holding #3	1	1	1 @ 408 sq. ft.	The facility may hold up to twenty-seven (27) incarcerated individuals.
Court Holding #4	1	1	1 @ 118 sq. ft.	The facility may hold up to seven (7) incarcerated individuals.
Holding #1	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #2	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #3	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #4	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
Holding #5	1	1	1 @ 92 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
BSR Holding Cell <i>see note #2</i>	0	0	1 @ 92 sq. ft.	The facility may hold one (1) incarcerated individual.

Notes:

1. **Non-Standard housing 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 12 hours. Multiple occupancy holding shall be limited to four (4) hours. Any other use is prohibited. Whenever incarcerated individuals are placed in non-standard housing, at a minimum, Active Supervision shall be maintained.**
2. **Any incarcerated individual placed in the BSR Holding Cell shall be provided access to a toilet and sink.**

ONONDAGA COUNTY JUSTICE CENTER – MFC 2023

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	8
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	69
Subtotal Individual Housing Units Used for Special Housing	36
Subtotal Multiple Occupancy Housing Units Used for General Housing	0
Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Multiple Occupancy Housing Units Used for Special Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing	420
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	12
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	545

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 Minimum Standard changes to Part 7006 and Part 7013.

Reviewed by: Keith Zobel



Deputy Director 2/9/2023

Approved by: Terrence Moran



Director 2/9/2023