




**Commission of
Correction**

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

M E M O R A N D U M

TO: COMMISSION MEMBERS
FROM: Brian Callahan, General Counsel 
RE: AGENDA FOR COMMISSION MEETING
DATE: February 28, 2024 at **11:00AM**

LOCATION: Alfred E. Smith Building, 80 So. Swan Street, 12th Floor,
Albany, New York.
**Please be advised that proper identification is required at front desk.*

I. MINUTES

SCOC

January 24, 2024 Commission Meeting

February 2, 2024 Supplemental Commission Meeting

CPCRC

February 23, 2024 CPCRC Meeting

MRB

Administrative Closures

II. VARIANCES

- A. Erie County Department of Social Services
Erie County Specialized Secure Detention Center
20-V-26
Section 7320.4
Pod**

- B. New York City Department of Correction
Rose M. Singer Center
23-V-05
Section 7075.4(a)
Program Desks**

- C. Tioga County Sheriff's Office
Tioga County Jail
24-V-02
Sections 7004.3 and 7004.4
Correspondence

III. MFC

- D. New York City Department of Correction
Rose M. Singer Center
Revised MFC
- E. New York City Department of Correction
Robert N. Davoren Center
Revised MFC
- F. Erie County Sheriff's Office
Erie County Correctional Facility
Revised MFC
- G. Onondaga County Sheriff's Office
Onondaga County Custody Department
Revised MFC
- H. Washington County Sheriff's Office
Washington County Jail
Revised MFC

IV. CONSTRUCTION

- I. Carthage Police Department
24-C-009
Lockup
- J. Seneca County Sheriff's Office
Seneca County Jail
23-C-128
Boiler Replacement
- K. New York City Administration for Children's Services
Crossroads Specialized Secure Detention Facility
SCOC #24-C-007
Exercise Yard
- L. New York City Administration for Children's Services
Horizon Specialized Secure Detention Facility
SCOC #24-C-008
Exercise Yard

M. New York City Department of Correction
Robert N. Davoren Center
24-C-012
De-escalation Unit

N. Washington County Sheriff's Office
Washington County Jail
24-C-015
Removal of Top Bunk in Double Cells



Commission of Correction

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION LOCATION:

80 S. Swan Street, 12th Floor
Albany, New York 12210

DATE OF MEETING: January 24, 2024

Chairman Riley called the meeting to order at 11:02 a.m.

PRESENT:

- Allen Riley, Chairman
- Yolanda Canty, Commissioner
- Tricia Amati, Assistant to Chairman/Commissioner
- Brian Callahan, Counsel
- Deborah Slack-Bean, Associate Attorney
- Jayne Lavigna-Jesmain, Senior Attorney
- Keith Zobel, Director of Operations
- Terry Moran, Project Director
- Cynthia Allen, Correctional Facility Specialist 3
- Amanda Grimes, Correctional Facility Specialist 3 **WebEx**
- Lloyd Robistow, Correctional Facility Specialist 3 **WebEx**
- Adam Tilbe, Correctional Facility Specialist 3
- Ellen Tryon, Correctional Facility Specialist 3 **WebEx**
- Sean Desch, Correctional Facility Specialist 1
- Eddie Patterson, Correctional Facility Specialist 1

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

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I. MINUTES

SCOC

December 20, 2023 Commission Meeting	Approved	Unanimous
	Canty/Riley	
January 3, 2024 Supplemental Commission Meeting	Approved	Unanimous
	Canty/Riley	

CPCRC Approved Unanimous
January 11, 2024 CPCRC Meeting Canty/Riley

MRB Approved Unanimous
Administrative Closures Canty/Riley

II. MFC

A. New York City Administration for Children's Services Approved Unanimous
Crossroads Specialized Secure Detention Facility Canty/Riley
Revised MFC

B. New York City Administration for Children's Services Approved Unanimous
Horizon Specialized Secure Detention Facility Canty/Riley
Revised MFC

C. Wayne County Sheriff's Office Approved Unanimous
Wayne County Jail Canty/Riley
Revised MFC

D. Onondaga County Sheriff's Office Approved Unanimous
Onondaga Custody Department Canty/Riley
Revised MFC

III. CONSTRUCTION

E. Cortland County Sheriff's Office Approved Unanimous
Cortland County Jail Canty/Riley
SCOC #23-C-084
Freezer and Cooler Replacement

F. Cortland County Sheriff's Office Approved Unanimous
Cortland County Jail Canty/Riley
SCOC #23-C-122
Security Door Replacement

G. Erie County Department of Social Services Approved Unanimous
Erie County Specialized Secure Detention Center Canty/Riley
SCOC #23-C-123
Security Upgrades

- | | | |
|---|--|-------------------------|
| <p>H. Kenmore Police Department
SCOC #23-C-116
New Police Lockup</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>I. New York City Department of Correction
Eric M. Taylor Center
SCOC #24-C-005
X-Ray and Medicine Room</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>J. New York City Department of Correction
North Infirmary Command
SCOC #23-C-126
ADA Upgrades</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>K. New York City Department of Correction
Rose M. Singer Center
SCOC #24-C-002
ADA Upgrades</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>L. New York City Department of Correction
Rose M. Singer Center
SCOC #23-C-127
Enhanced Security Doors</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>M. NYC Administration for Children’s Services
Crossroads Juvenile Center
SCOC #23-C-120
H Hall Window</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>N. New York City Administration for Children’s
Services
Crossroads Specialized Secure Detention Facility
SCOC #24-C-003
Educational Desks</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</p> |
| <p>O. New York City Administration for Children’s
Services
Horizon Specialized Secure Detention Facility
SCOC #24-C-006
Educational Desks</p> | <p>Approved
Canty/Riley</p> | <p>Unanimous</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 Chairman Riley. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:24 a.m., which was seconded by Chairman Riley.

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

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioner



Commission of Correction

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

EXECUTIVE SESSION

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION

LOCATION:

80 S. Swan Street, 12th Floor
Albany, New York 12210

DATE OF MEETING: January 24, 2023

Chairman Riley called the meeting to order at 11:02 a.m.

PRESENT:

Allen Riley, Chairman
Yolanda Canty, Commissioner
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel
Deborah Slack-Bean, Associate Attorney
Jayne Lavigna-Jesmain, Senior Attorney
Keith Zobel, Director of Operations
Terry Moran, Project Director
Cynthia Allen, Correctional Facility Specialist 3
Amanda Grimes, Correctional Facility Specialist 3 **WebEx**
Lloyd Robistow, Correctional Facility Specialist 3 **WebEx**
Adam Tilbe, Correctional Facility Specialist 3
Ellen Tryon, Correctional Facility Specialist 3 **WebEx**
Sean Desch, Correctional Facility Specialist 1
Eddie Patterson, Correctional Facility Specialist 1

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Chairman Riley.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioner



Commission of Correction

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION LOCATION(S):

Alfred E. Smith Building
80 S. Swan Street, 12th Floor, Albany, NY 12210
163 W 125th Street, New York, NY 10027
Earlville, NY 13332

DATE OF MEETING: February 2, 2024

Chairman Riley called the meeting to order at 11:07 a.m.

PRESENT:

Allen Riley, Chairman **WebEx**
Yolanda Canty, Commissioner **WebEx**
Tricia Amati, Assistant to Chairman/Commissioner
Brian Callahan, Counsel **WebEx**
Deborah Slack-Bean, Associate Attorney
Jayne Lavigna-Jesmain, Senior Attorney
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Christopher Ost, Correctional Facility Specialist 3
Adam Tilbe, Correctional Facility Specialist 3 **WebEx**
Lloyd Robistow, Correctional Facility Specialist 3 **WebEx**
Larry Roe, Correctional Facility Specialist 3 **WebEx**
Ellen Tryon, Correctional Facility Specialist 3
Bob Mennona, Correctional Facility Specialist 1

I. VARIANCES

**A. Dutchess County Sheriff’s Office
Dutchess County Justice and Transition Center
Variance #24-V-01 (NEW)
Food Service 7009.6(b)**

**Approved Unanimous
March 31, 2024
Canty/Riley**

II. MAXIMUM FACILITY CAPACITY

- | | | |
|--|---------------------------------|------------------|
| B. Dutchess County Sheriff's Office
Dutchess County Justice and Transition Center
New MFC | Approved
Canty/Riley | Unanimous |
| C. Onondaga County Sheriff's Office
Onondaga County Custody Department
Revised MFC | Approved
Canty/Riley | Unanimous |
| D. New York City Administration for Children's
Services
Horizon Specialized Secure Detention Facility
Revised MFC | Approved
Canty/Riley | Unanimous |

III. CONSTRUCTION

- | | | |
|--|--|------------------|
| E. New York City Administration for Children's
Services
Crossroads Specialized Secure Detention Facility
SCOC #24-C-007
Exercise Yard | Approved
Tabled
Canty/Riley | Unanimous |
| F. New York City Administration for Children's
Services
Horizon Specialized Secure Detention Facility
SCOC #24-C-008
Exercise Yard | Approved
Tabled
Canty/Riley | Unanimous |

Commissioner Canty made a motion to go into executive session at 11:07 a.m. to discuss Variances, Maximum Facility Capacities and Construction items which were seconded by Chairman Riley. Commissioner Canty made a motion to exit Executive Session and return to general session at 11:13 a.m., which was seconded by Chairman Riley.

The meeting resumed at 11:13 a.m. Motion was made by Commissioner Canty to ratify actions taken in Executive Session regarding Variances, Maximum Facility Capacities and Construction items, seconded by Chairman Riley. Commissioner Canty made a motion to adjourn at 11:13 a.m. which was seconded by Chairman Riley.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioner



Commission of Correction

ALLEN RILEY
Chairman

YOLANDA CANTY
Commissioner

EXECUTIVE SESSION

MINUTES Commission Meeting

STATE COMMISSION OF CORRECTION

LOCATION(S):

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80 S. Swan Street, 12th Floor, Albany, NY 12210
163 W 125th Street, New York, NY 10027
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Larry Roe, Correctional Facility Specialist 3 **WebEx**
Ellen Tryon, Correctional Facility Specialist 3
Bob Mennona, Correctional Facility Specialist 1

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and Construction items, seconded by Chairman Riley. Commissioner Canty made a motion to adjourn at 11:13 a.m. which was seconded by Chairman Riley.

Respectfully submitted,

Tricia Amati
Assistant to Chairman/Commissioner

CITIZENS' POLICY AND COMPLAINT REVIEW COUNCIL

February 23, 2024
NYS Commission of Correction
at
Alfred E. Smith Office Building
80 South Swan Street, 12th Floor
Albany, NY 12210

WEBEX Meeting

PRESENT:
Commissioner Yolanda Canty

Council Members:
Albany:
Martin Stanton

Also Present:
Jayne Lavigna-Jesmain
Lanaya Garnes
Cynthia Allen
Ellon Tryon

Commissioner Canty opened the meeting at 11:04 A.M.

Commissioner Canty asked for a motion to ratify all actions taken at the January 11, 2024, meeting. Martin Stanton made a motion to ratify all actions taken on January 11, 2024. Commissioner Canty seconded. Carried. Commissioner Canty asked for a motion to approve the minutes of the January 11, 2024, meeting. Martin Stanton made a motion to approve the minutes of the January meeting. Commissioner Canty seconded. Carried.

Martin Stanton and Commissioner Canty reviewed the Denied with Comment grievances for the month of January. 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.

Martin Stanton and Commissioner Canty reviewed the Expedited grievances for the month January 2024. 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.

The Council reviewed the remaining grievances.

ACCEPT IN PART

186775
Fulton CJ Unanimous

186696
Warren CJ Unanimous

186329
Erie CF Unanimous

186693
Onondaga COR Unanimous

DENY WITH COMMENT

186768
Fulton CJ Unanimous

186630
Erie CF Unanimous

186144
Oswego CJ Unanimous

ADMINISTRATIVE CLOSURES

DENY

186123
Cattaraugus CJ Unanimous

186724
Cayuga CJ Unanimous

186764
186331
Chautauqua CJ Unanimous

186689
Chenango CJ Unanimous

186515
186514
Clinton CJ Unanimous

186885
186880
186879
186868
186867
186866
186723
186714
186701
186688

186687
186685
186683
186612
186593
186592
186591
186590
186589
186510
186447
186296
185988
Delaware CJ

Unanimous

186876
186615
186007
Dutchess CJ

Unanimous

186895
186875
186726
186717
186625
186530
186529
186473
186472
186471
186468
186467
186311
186308
186307
186174
186173
Erie CF

Unanimous

186180
Erie CJ

Unanimous

186770
186747
186643
186607
186596
186423
186265
186264
186179

186177	
186176	
Fulton CJ	Unanimous
186773	
186772	
186349	
186348	
186347	
186298	
186223	
Herkimer CJ	Unanimous
186243	
Madison CJ	Unanimous
186887	
186548	
186443	
186410	
185985	
185984	
Monroe CJ	Unanimous
186663	
186305	
186267	
186266	
186181	
186009	
Montgomery CJ	Unanimous
186712	
186604	
Nassau CJ	Unanimous
186889	
186328	
Niagara CJ	Unanimous
186025	
Oneida CJ	Unanimous
186715	
186183	
Onondaga DOC	Unanimous
186886	
186709	
186708	
186695	

186550 186516 186368 Ontario CJ	Unanimous
186864 186745 186613 186485 186478 186345 186152 186150 186149 Orange CJ	Unanimous
186906 186463 Orleans CJ	Unanimous
186704 Oswego CJ	Unanimous
186483 186160 186159 Putnam CJ	Unanimous
186974 St. Lawrence CJ	Unanimous
186171 186169 186165 186157 Suffolk CJ	Unanimous
186333 Sullivan CJ	Unanimous
186567 186566 186564 186370 Tompkins CJ	Unanimous
186694 Warren CJ	Unanimous
186721 186720	

186719	
186526	
186522	
Wayne CJ	Unanimous
186924	
186894	
186874	
186699	
186698	
186697	
186602	
186601	
186586	
186465	
186450	
186367	
186352	
186154	
Westchester DOC	Unanimous

DENIED WITH COMMENT

186283	
Albany CJ	Unanimous
186104	
Allegany CJ	Unanimous
186707	
186706	
186531	
186403	
186304	
Broome CJ	Unanimous
186725	
186344	
186343	
186043	
Cayuga CJ	Unanimous
186008	
Clinton CJ	Unanimous
186897	
186881	
186702	
186686	
186684	

186611	
186606	
186595	
186445	
186369	
186310	
186268	
Delaware CJ	Unanimous
186469	
186309	
186158	
Erie CF	Unanimous
186010	
Erie CJ	Unanimous
186585	
186525	
186509	
186446	
186412	
186292	
186083	
Franklin CJ	Unanimous
186823	
186804	
186803	
186778	
186777	
186774	
186771	
186769	
186748	
186405	
186404	
186182	
186178	
Fulton CJ	Unanimous
186616	
186406	
186297	
Herkimer CJ	Unanimous
186722	
186603	
185983	
Monroe CJ	Unanimous

186746 186491 Nassau CJ	Unanimous
186705 Niagara CJ	Unanimous
186843 186524 186523 186519 186518 186489 186488 186480 186155 Oneida CJ	Unanimous
186549 Ontario CJ	Unanimous
186865 186744 186517 186487 186486 186477 186476 186364 186363 186287 186285 186153 186151 186148 186147 186146 186145 Orange CJ	Unanimous
186464 Orleans CJ	Unanimous
186806 186805 186703 186645 186284 186143 Oswego CJ	Unanimous

186890 186366 Rensselaer CJ	Unanimous
186295 Schenectady CJ	Unanimous
186727 St Lawrence CJ	Unanimous
186896 186877 Steuben CJ	Unanimous
186765 186168 186167 Suffolk CJ	Unanimous
186893 186892 186584 186332 186027 185990 185989 Sullivan CJ	Unanimous
186507 186505 Tioga CJ	Unanimous
186568 186565 186263 186063 Tompkins CJ	Unanimous
186883 186846 186583 186006 Warren CJ	Unanimous
186718 186646 186521 186520 186023 Wayne CJ	Unanimous

186923

186873

186844

186623

186587

186163

Westchester CJ

Unanimous

The next CPCRC meeting will be held on Thursday March 14, 2024, 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 11:18 A.M.

Respectfully submitted,

Lanaya Garnes
Administrative Assistant

Name of Facility: Erie County SSD

Variance # 20-V-26

New: Renewal:

Relief from Standard: 7320.5 c

Application by: Director William Long

Date Request Rec: January 8, 2024

Last Approved: 2/15/2023

Length of Approval: 1 year Expiration: 3/1/2025

Write-up Prepared by: Jordan Smoczynski

Recommendation by Field Staff: Approve until March 1, 2025

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

Erie County submitted a request for facility renovations on 12/15/2023(Commission approved in January 2024, [REDACTED], if approved project would go out for bid in the near future.

OTHER VARIANCES IN EFFECT

None

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

SCOC staff member Jordan Smoczynski conducted a Minimum Standard Evaluation 7/10/2023-7/14/2023.

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:

7/20/2023-7/14/2023

ANY OPEN MINIMUM STANDARD VIOLATIONS:

Actively working with facility to address recent violations

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. SCOC staff member Jordan Smoczynski has reviewed documentation submitted by the facility on 1/10/2024 to check for compliance with the conditions of the previous approved variance.

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. [REDACTED]

4. [REDACTED]

5. [REDACTED]

REVIEWED BY REGIONAL SUPERVISOR: Amanda Grimes

DATE: JANUARY 23, 2024

REVIEWED BY DEPUTY DIRECTOR: Keith Zobel

DATE: February 27,2024

OFFICIAL USE ONLY:

NOTES OF MEETING: _____



**Commission of
Correction**

VARIANCE APPLICATION FORM

Capacity Variance

Specialized Secure Detention Facility



Commission of Correction

New York State
Commission of Correction 80
S. Swan Street - 12th Floor
Albany, New York 12210
518-485-2346
correspondence@scoc.ny.gov

Specialized Secure Detention Facility Capacity Variance Application Form

INSTRUCTIONS TO DIRECTOR:

Pursuant to New York State Minimum Standards Part 7360, Variances, please complete all portions of this form and email to the attention of Chairman/Commissioner, using the above e-mail address.

Facility: Erie County Specialized Secure Detention

Person requesting: Will Long

(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). The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal. To allow AO females to be housed in Lt. Blue eight bed pod.

Lt. Blue Pod shall operate strictly as a SCOC SSD pod.

- 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. ECSSSD 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. At these times we have no options for the AO females.

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

_____ Days _____ Weeks 12 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.



F. If this variance request pertains to housing additional youth, please provide square footage for the potential housing areas affected 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	Rooms 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)

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

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



Signature (Director)



Date

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

Name of Facility: Tioga County Jail**Variance #** 24-V-02

New: XX**Renewal:****Relief from Standard:** 7004.3 and 7004.4**Application by:** Sheriff Gary W. Howard**Date Request Rec:** February 6, 2024**Last Approved:** NEW **Length of Approval:** **Expiration:****Write-up Prepared by:** Susana Gonzalez CFS II**Recommendation by Field Staff:** Approval until July 1, 2024**Recommendation at Briefing:****Final Recommendation:**

SUMMARY OF VARIANCE REQUEST

The facility is requesting to be allowed to photocopy all non-general and legal privileged correspondence and envelopes. Such photocopies would then be provided to the intended recipient and the original will be placed in the incarcerated individual's personal property. The facility requests this variance to assist in their efforts in reducing the influx of contraband making its way into the facility.

VARIANCE HISTORY

NEW

CONSTRUCTION/RENOVATION PLANS

N/A

OTHER VARIANCES IN EFFECT

N/A

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

Minimum Standard Evaluation complete 1/8-10/2024.

DATE OF LAST CYCLE VISIT THAT STANDARD VIOLATIONS WERE IDENTIFIED:

1/8-10/2024.

ANY OPEN MINIMUM STANDARD VIOLATIONS:

7002: Admissions; 7005: Prisoner Personal Hygiene and 7013: Classification

OTHER INFORMATION

N/A

ANY VIOLATIONS WHICH PERTAIN TO THE VARIANCE'S CONDITIONS:

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: Larry Roe

DATE: 2/15/24

REVIEWED BY DIRECTOR: Keith Zobel

DATE: 2/15/24

COMMENTS BY DIRECTOR:

OFFICIAL USE ONLY:

NOTES OF MEETING:



**Commission of
Correction**

VARIANCE APPLICATION FORM

Non-Capacity Variance

County Jail and NYCDOC



Commission of Correction

New York State Commission of Correction 80 S. Swan Street, 12th Floor Albany, New York 12210 518-485-2346 correspondence@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: Tioga County Sheriff's Office

Person requesting: Gary W. Howard

(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 Section: 3 & 4 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. The Tioga County Correction Facility is requesting the ability to photocopy incarcerated individuals incoming Correspondence and envelope. The photocopy of the correspondence and envelope will be given to the recipient. General and Legal correspondence will be photocopied in front of the recipient. All original correspondence will be placed back into the original envelope, sealed, and placed in the recipient's personal property. Commissary deposits will be handled as per existing policy.

- 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 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. **The number of characters you can type in the below space is limited. If necessary, please attach any additional information with your submittal.**
All photocopying will be conducted in a designated area as specified in Office policy 97-J-2.8 Inmate Correspondence. Incoming privileged correspondence will be opened, inspected for contraband, photocopied and then sealed in front of the recipient. Other than privileged correspondence will be opened and inspected for contraband outside the presence of the recipient, photocopied, and sealed. In all instances, a receipt and the photocopy will be provided to the recipient. The original correspondence will be placed into the recipient's property. All incarcerated individuals will be provided their original correspondence and enclosed contents, that are non-criminal in nature, immediately upon release/transfer from the facility. Mail recipients will be permitted to designate a third person who may obtain such original correspondence from the facility prior to release.

F. Has this variance been previously approved by the Commission?

Yes If yes, include the variance number _____ No

 _____ 2/6/24
Signature (Sheriff), (Commissioner), (Chief Administrative Officer) Date

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



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Rose M. Singer Center (RMSC)

East Elmhurst, New York

February 28, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

ROSE M. SINGER CENTER– MFC 2024

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.

ROSE M. SINGER CENTER– MFC 2024

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.

ROSE M. SINGER CENTER– MFC 2024

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	Maximum Incarcerated Individual Capacity
Building 2	48	70 sq. ft.	6	48
Building 4	48	70 sq. ft.	6	48
Building 5	48	70 sq. ft.	6	48
Building 7	48	70 sq. ft.	6	48

Individual General Housing Unit Total: 192

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
Building 1*	Mental Observation	43	70 sq. ft.	6	43
Building 3*	Mental Observation	34	70 sq. ft.	6	34
Nursery*	Medical	8	100 sq. ft.	3	8

Note: * The Department is currently using numerous cells as storage rooms/offices. These former cells cannot be used as non-standard housing or as a cell. Reinstatement of these rooms as cells requires submittal of construction plans and approval by the Commission of Correction.

Individual Admissions/Orientation, Medical and Mental Health Observation
Housing Unit Total:85

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)	Number of Showers Available	Maximum Incarcerated Individual Capacity
Building 6*	Administrative Segregation	47	70 sq. ft.	6	47
Building 10*	Administrative Segregation	44	70 sq. ft.	6	44
Building 11*	Administrative Segregation	44	70 sq. ft.	6	44
Building 12*	Administrative Segregation	44	70 sq. ft.	6	44

ROSE M. SINGER CENTER– MFC 2024

Building 13*	Administrative Segregation	44	70 sq. ft.	6	0**
Building 14*	Administrative Segregation	44	70 sq. ft.	6	44
Building 15*	Administrative Segregation	44	70 sq. ft.	6	44
Building 16*	Administrative Segregation	44	70 sq. ft.	6	44

Note: * The Department is currently using numerous cells as storage rooms/offices. These former cells cannot be used as non-standard housing or as a cell. Reinstatement of these rooms as cells requires submittal of construction plans and approval by the Commission of Correction.

****This unit is currently under construction. Reinstatement of these beds requires submittal of a Maximum Facility Capacity request and approval by the Commission of Correction.**

Individual Special Housing Unit Total: 355

IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
A Side					
Civil Dorm	1	1	1	390 sq. ft.	2
800 Building					
East 1A*	7	6	7	4384 sq. ft.	50
East 1B*	7	6	7	4384 sq. ft.	50
East 2A*	7	6	7	4384 sq. ft.	50
East 2B*	7	6	7	4384 sq. ft.	50
East 3A*	7	6	7	4384 sq. ft.	50
East 3B*	7	6	7	4384 sq. ft.	50
East 4A*	7	6	7	4384 sq. ft.	50
East 4B*	7	6	7	4384 sq. ft.	50
South 2A*	7	6	7	4384 sq. ft.	50
South 2B*	7	6	7	4384 sq. ft.	50
South 3A*	7	6	7	4384 sq. ft.	50
South 3B*	7	6	7	4384 sq. ft.	50
South 4A*	7	6	7	4384 sq. ft.	50
South 4B*	7	6	7	4384 sq. ft.	50
South 5A*	7	6	7	4384 sq. ft.	50
South 5B*	7	6	7	4384 sq. ft.	50

Note: * Units have sufficient square footage for additional rated capacity. Should the Department wish to increase the capacity, prior authorization of a construction project to install additional bunks submittal of construction plans and approval by the Commission of Correction

Multiple General Housing Unit Total: 702

ROSE M. SINGER CENTER– MFC 2024

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 Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
East 1A*	Mental Observation	7	6	7	4384 sq. ft.	50
East 1B*	Mental Observation	7	6	7	4384 sq. ft.	50

Note: * Units have sufficient square footage for additional rated capacity. Should the Department wish to increase the capacity, prior authorization of a construction project to install additional bunks submittal of construction plans and approval by the Commission of Correction

**Multiple Admissions/Orientation, Medical and Mental Health Observation
Housing Unit Total: 100**

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 Available	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
Not Applicable				0

Individual and Multiple Occupancy General Housing Unit Total: 0

ROSE M. SINGER CENTER– MFC 2024

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
Infirmary Med-Lock	Medical	20	5556 sq. ft.	3	20
	Medical	5	125 sq. ft.	1	5

Note: *The physical design of this housing unit is arranged specifically for infirmary beds and medical equipment which reduces the space and the number of beds allowed.

**Individual and Multiple Occupancy Admissions/Orientation,
Medical and Mental Health Housing Unit Total: 25**

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

ROSE M. SINGER CENTER– MFC 2024

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
Facility Main Intake				
Holding Pen 1	1	1	168 sq. ft.	The facility may hold up to eleven (11) incarcerated individuals in this area.
Holding Pen 2	1	1	163 sq. ft.	The facility may hold up to eleven (11) incarcerated individuals in this area.
Holding Pen 3	1	1	210 sq. ft.	The facility may hold up to fourteen (14) incarcerated individuals in this area.
Holding Pen 4	1	1	223 sq. ft.	The facility may hold up to fourteen (14) incarcerated individuals in this area.
Holding Pen 5	1	1	118 sq. ft.	The facility may hold up to seven (7) incarcerated individuals in this area.
Holding Pen 6	1	1	118 sq. ft.	The facility may hold up to seven (7) incarcerated individuals in this area.
Holding Pen 7	1	1	60 sq. ft.	The facility may hold up to four (4) incarcerated individuals in this area.
Holding Pen 8	1	1	60 sq. ft.	The facility may hold up to four (4) incarcerated individuals in this area.
Holding Pen 9	1	1	60 sq. ft.	The facility may hold up to four (4) incarcerated individuals in this area.
Holding Pen 10	1	1	244 sq. ft.	The facility may hold up to sixteen (16) incarcerated individuals in this area.
Holding Pen 11	1	1	247 sq. ft.	The facility may hold up to sixteen (16) incarcerated individuals in this area.
Holding Pen 12	0	0	155 sq. ft.	The facility maintains searching equipment within this area (Magnetometer, x-ray line scan, Boss Chair, etc.). This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.
Holding Pen 13	1	1	172 sq. ft.	The facility may hold up to eleven (11) incarcerated individuals in this area.

ROSE M. SINGER CENTER– MFC 2024

Building 8A Adjudication				
Holding Pen 1	0	0	25 sq. ft.	The facility may hold one (1) incarcerated individual in this area.
Holding Pen 2	0	0	25 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
Building 8A Clinic				
Holding Pen 1	0	0	20 sq. ft.	The facility may hold one (1) incarcerated individual in this area.
Holding Pen 2	0	0	27 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
Building 8B ESH* Intake				
ESH Intake 2	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 3	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 4	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 5	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 6	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 8	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 9	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH Intake 10	1	1	70 sq. ft.	The facility may hold up to one (1) incarcerated individual in this area.
ESH* 3-point search				
Building 10	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.
Building 11	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.
Building 12	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.
Building 13	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.
Building 14	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.

ROSE M. SINGER CENTER– MFC 2024

Building 15	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.
Building 16	0	0	70 sq. ft.	This area is not authorized to hold incarcerated individuals other than the time needed to search an incarcerated individual.

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.*
2. * **ESH** = Enhanced Supervision Housing.
3. ** **ESH Intake** has one shower available for use. Shower cannot be used to hold incarcerated individuals for purposes other than use of the shower; and an incarcerated individual cannot remain in the shower for any period of time longer than it takes to complete such shower.

ROSE M. SINGER CENTER– MFC 2024

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	192
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	85
Subtotal Individual Housing Units Used for Special Housing	311
Subtotal Multiple Occupancy Housing Units Used for General Housing	702
Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	100
Subtotal Multiple Occupancy Housing Units Used for Special Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	25
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	1415

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 based on the opening of certain facility housing areas due to completed construction/renovation.

Reviewed by: Adam Tilbe



CFS III 2/27/2024

Approved by: Keith Zobel



Director 2/27/2024



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Robert N. Davoren Center (RNDC)

East Elmhurst, New York

February 28, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Robert N. Davoren Center

Located on Rikers Island in East Elmhurst, New York, the Robert N. Davoren Center opened in 1972. The current Maximum Facility Capacity is rated at 1235 beds at standard, consisting of 37 individual occupancy housing areas and 12 multiple occupancy housing areas.

The facility is led by an Assistant Commissioner and is operated by a compliment of sworn security and civilian personnel. Those staff are responsible for providing all required essential services to incarcerated individuals while maintaining the safety and security of the facility

ROBERT N. DAVOREN CENTER– MFC 2024

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.

ROBERT N. DAVOREN CENTER– MFC 2024

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.

ROBERT N. DAVOREN CENTER– MFC 2024

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	Maximum Incarcerated Individual Capacity
1 Upper North *	25	60 sq. ft.	5	25
1 Lower North *	25	60 sq. ft.	5	25
1 Lower South *	25	60 sq. ft.	5	25
1 Central North *	25	60 sq. ft.	5	25
1 Central South *	25	60 sq. ft.	5	25
3 Central North *	25	60 sq. ft.	5	25
2 Upper North *	25	60 sq. ft.	5	25
2 Upper South *	25	60 sq. ft.	5	25
2 Central North *	25	60 sq. ft.	5	25
2 Central South *	25	60 sq. ft.	5	25
2 Lower North *	25	60 sq. ft.	5	25
2 Lower South *	25	60 sq. ft.	5	25
3 Upper North *	25	60 sq. ft.	5	25
3 Upper South *	25	60 sq. ft.	5	25
3 Central South *	25	60 sq. ft.	5	25
4 Upper North *	25	60 sq. ft.	5	25
4 Upper South *	25	60 sq. ft.	5	25
4 Lower South *	25	60 sq. ft.	5	25
4 Central North *	25	60 sq. ft.	5	25
4 Central South *	25	60 sq. ft.	5	25
5 Upper North *	25	60 sq. ft.	5	25
5 Upper South *	25	60 sq. ft.	5	25
5 Central South *	25	60 sq. ft.	5	25
5 Lower North *	25	60 sq. ft.	5	25
5 Lower South *	25	60 sq. ft.	5	25
6 Upper North *	25	60 sq. ft.	5	25
6 Upper South *	25	60 sq. ft.	5	25
6 Central North *	25	60 sq. ft.	5	25
6 Central South *	25	60 sq. ft.	5	25
6 Lower North *	25	60 sq. ft.	5	25
6 Lower South *	25	60 sq. ft.	5	25

Note: The Department is currently using numerous cells as multi-purpose rooms. These former cells cannot be used as non-standard housing or as a cell. Reinstatement of these rooms as cells require submittal of construction plans and approval by the Commission of Correction.

Individual General Housing Unit Total: 775

ROBERT N. DAVOREN CENTER– MFC 2024

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 Central North	Admissions	33 *	60 sq. ft.	5	25
1 Upper North	Mental Health	33 *	60 sq. ft.	5	25

Note: The Department is currently using numerous cells as multi-purpose rooms. These former cells cannot be used as non-standard housing or as a cell. Reinstatement of these rooms as cells require submittal of construction plans and approval by the Commission of Correction.

Individual Admissions/Orientation, Medical and Mental Health
Observation Housing Unit Total: 50

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)	Number of Showers Available	Maximum Incarcerated Individual Capacity
1 Upper South	Administrative Seg	33 *	60 sq. ft.	5	25
3 Lower North	Administrative Seg	25*	60 sq. ft.	5	0**
3 Lower South	Administrative Seg	33 *	60 sq. ft.	5	25
4 Lower North	Administrative Seg	33 *	60 sq. ft.	5	25

Note: The Department is currently using numerous cells as multi-purpose rooms. These former cells cannot be used as non-standard housing or as a cell. Reinstatement of these rooms as cells requires submittal of construction plans and approval by the Commission of Correction.

****This unit is currently under construction. Reinstatement of these beds requires submittal of a Maximum Facility Capacity request and approval by the Commission of Correction.**

Individual Special Housing Unit Total: 75

IIA. MULTIPLE OCCUPANCY HOUSING UNITS USED FOR GENERAL HOUSING

Name of Housing Area/Section	Number of Toilets	Number of Sinks	Number of Showers Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Mod 1 South	8	8	8	2783 sq. ft.	20
Mod 2 North	8	8	8	2783 sq. ft.	25
Mod 2 South	8	8	8	2783 sq. ft.	25
Mod 3 Upper North	8	8	8	2783 sq. ft.	20
Mod 3 Lower North	8	8	8	2783 sq. ft.	42
Mod 3 Lower South	8	8	8	2783 sq. ft.	43

ROBERT N. DAVOREN CENTER– MFC 2024

Mod 4 Upper North	8	8	8	3100 sq. ft.	48
Mod 4 Upper South	8	8	8	3100 sq. ft.	48
Mod 4 Lower South	8	8	8	3100 sq. ft.	48
Mod 8 North *	8	8	8	2900 sq. ft.	0

Note: Mod 8 North is closed due to physical plant deterioration and cannot be used to house incarcerated individuals. Reinstatement of Mod 8 North beds requires submittal of construction plans and approval by the Commission of Correction.

Multiple Occupancy General Housing Unit Total: 319

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 Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Mod 3 Upper South	Mental Health	8	8	8	2500 sq. ft.	16 *
Mod 8 South **	Mental Health	8	8	8	2900 sq. ft.	0

NOTES: *This housing area was previously renovated to add mental health office space and adjacent day space for incarcerated individuals. As a result, the Department installed only 16 dormitory bunks. Reinstatement of any additional beds requires submittal of construction plans and approval by the Commission of Correction.

**** Mod 8 South is closed due to physical plant deterioration and cannot be used to house incarcerated individuals. Reinstatement of Mod 8 North beds requires submittal of construction plans and approval by the Commission of Correction.**

Medical and Mental Health Observation Housing Unit Total: 16

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 Available	Total Size of Unit (Sq. Ft. of Floor Space)	Maximum Incarcerated Individual Capacity
Not Applicable						0

Multiple Special Housing Unit Total: 0

ROBERT N. DAVOREN CENTER– MFC 2024

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
Not Applicable				0

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

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
Not Applicable					0

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

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

ROBERT N. DAVOREN CENTER– MFC 2024

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

Name of Area/Section	Number of Toilets	Number of Toilets	Total Size of Area (Sq. Ft. of Floor Space)	Description of Use
Main Intake Holding Pen 1	1	1	81 sq. ft.	The facility may hold up to five (5) incarcerated individuals in this area.
Main Intake Holding Pen 2	1	1	81 sq. ft.	The facility may hold up to five (5) incarcerated individuals in this area.
Main Intake Holding Pen 3	1	1	123 sq. ft.	The facility may hold up to eight (8) incarcerated individuals in this area.
Main Intake Holding Pen 4	1	1	112 sq. ft.	The facility may hold up to seven (7) incarcerated individuals in this area.
Main Intake Holding Pen 5	1	1	138 sq. ft.	The facility may hold up to nine (9) incarcerated individuals in this area.
Main Intake Holding Pen 6	1	1	138 sq. ft.	The facility may hold up to nine (9) incarcerated individuals in this area.
Main Intake Holding Pen 7	1	1	40 sq. ft.	The facility may hold up to two (2) incarcerated individuals in this area.
Main Intake Holding Pen 8	1	1	40 sq. ft.	The facility may hold up to two (2) incarcerated individuals in this area.
Main Intake Holding Pen 9	1	1	216 sq. ft.	The facility may hold up to fourteen (14) incarcerated individuals in this area.
Main Intake Holding Pen 10	1	1	255 sq. ft.	The facility uses this area to search incarcerated individuals. This area is not authorized for the holding of incarcerated individuals other than the time needed to complete searches.
Main Intake Holding Pen 11	1	1	162 sq. ft.	The facility may hold up to ten (10) incarcerated individuals in this area.
Main Intake Holding Pen 12	0	0	155 sq. ft.	The facility may hold up to ten (10) incarcerated individuals in this area.
Main Intake Holding Pen 13	1	1	253 sq. ft.	The facility may hold up to sixteen (16) incarcerated individuals in this area.
Main Intake Holding Pen 14	0	0	255 sq. ft.	The facility may hold up to seventeen (17) incarcerated individuals in this area.

ROBERT N. DAVOREN CENTER– MFC 2024

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.*

ROBERT N. DAVOREN CENTER– MFC 2024

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	775
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	50
Subtotal Individual Housing Units Used for Special Housing	75
Subtotal Multiple Occupancy Housing Units Used for General Housing	319
Subtotal Multiple Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	16
Subtotal Multiple Occupancy Housing Units Used for Special Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for General Housing	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	1235

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 based on facility construction projects in housing areas.

Reviewed by: Adam Tilbe



CFS III 2/28/2024

Approved by: Keith Zobel



Director 2/28/2024



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Erie County Correctional Facility

Alden, New York

February 28, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Erie County Correctional Facility

Located in Alden, New York, the Erie County Correctional Facility was built in 1985 to address overcrowding at the Erie County Holding Center. The current Maximum Facility Capacity is rated at 746 beds at standard, consisting of 18 individual occupancy housing areas and 7 multiple occupancy housing units.

The facility is led by a Chief Administrative Officer, who maintains the rank of Chief and is operated by a compliment of sworn security and civilian personnel. Those staff are responsible for providing all required essential services to incarcerated individuals while maintaining the safety and security of the facility.

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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.

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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.

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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
Alpha-1 Unit	15	15 @ 72 sq. ft.	2	15
Alpha-2 Unit	24	24 @ 72 sq. ft.	3	24
Delta Unit	48	48 @ 72 sq. ft.	6	48
Echo Unit	48	48 @ 72 sq. ft.	6	48
Foxtrot Unit	48	48 @ 72 sq. ft.	6	48
Gulf Unit	48	48 @ 72 sq. ft.	6	48
Hotel Unit	48	48 @ 72 sq. ft.	6	48
Sierra Unit	4	3 @ 80 sq. ft. 1 @ 114 sq. ft.	1	4

Individual General Housing Unit Total: 283

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
Medical	Medical	14	14 @ 102 sq. ft.	2	14

Individual Admissions/Orientation, Medical and
Mental Health Observation Housing Unit Total: 14

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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
Alpha-3	Punitive and Administrative Segregation	4	4 @ 72 sq. ft.	1	4
Alpha 4	Punitive and Administrative Segregation	4	4 @ 72 sq. ft.	1	4
Bravo-1 Unit	Punitive and Administrative Segregation	15	15 @ 72 sq. ft.	2	15
Bravo-2 Unit	Punitive and Administrative Segregation	24	24 @ 72 sq. ft.	3	24
Bravo 3-Unit	Punitive and Administrative Segregation	4	4 @ 72 sq. ft.	1	4
Bravo-4 Unit	Punitive and Administrative Segregation	4	4 @ 72 sq. ft.	1	4
Charlie-1 Unit	Punitive and Administrative Segregation	24	24 @ 72 sq. ft.	3	24
Charlie-2 Unit	Punitive and Administrative Segregation	24	24 @ 72 sq. ft.	3	24
Victor Unit	Punitive and Administrative Segregation	6	6 @ 102 sq. ft.	1	6

Note: Any of these housing areas may be used for general or quarantine housing purposes when not used for the segregation of incarcerated individuals for punitive or administrative reasons.

Individual Special Housing Unit Total: 109

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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
Joliet Unit	6	6	6	3495 sq. ft.	48
Kilo Unit	6	6	6	3900 sq. ft.	52
Lima Unit	4	4	4	3580 sq. ft.	48
Nova Unit	4	4	4	3580 sq. ft.	48
Oscar Unit	4	4	4	3582 sq. ft.	48
Papa Unit	4	4	4	3580 sq. ft.	48
Romeo Unit	4	4	4	3900 sq. ft.	48

Multiple General Housing Unit Total: 340

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

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

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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
Not applicable				0

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

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
Not applicable					0

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

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

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

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
Room 1306	1	1	1 @ 693 sq. ft.	The facility may hold up to forty-six (46) incarcerated individuals.
Holding Cell # 2	1	1	1 @ 645 sq ft	The facility may hold up to forty-three (43) incarcerated individuals.
Holding 1319	1	1	1 @ 78 sq. ft.	The facility may hold up to five (5) incarcerated individuals.
Holding 1321	1	1	1 @ 78 sq. ft.	The facility may hold up to five (5) incarcerated individuals.
Holding 1331	1	1	1 @ 78 sq. ft.	The facility may hold up to five (5) incarcerated individuals.
Holding 1333	1	1	1 @ 78 sq. ft.	The facility may hold up to five (5) incarcerated individuals.

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.**

ERIE COUNTY CORRECTIONAL FACILITY – MFC 2024

HOUSING TYPE	TOTALS
Subtotal Individual Housing Units Used for General Housing	283
Subtotal Individual Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	14
Subtotal Individual Housing Units Used for Special Housing	109
Subtotal Multiple Occupancy Housing Units Used for General Housing	340
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	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
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 changes in the designation of Housing Units and the naming convention of certain Housing Units.

Reviewed by: Adam Tilbe



CFSIII 2/14/2024

Approved by: Keith Zobel



Director 2/14/2024



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Onondaga County Justice Center

Syracuse, New York

February 28, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Onondaga County Justice Center

Located in Syracuse, New York, the Onondaga County Justice Center opened in 1995. The current Maximum Facility Capacity is rated at 633 beds at standard, consisting of 15 individual occupancy housing areas (that include a limited number of double cells) for both general housing and special housing.

The facility is led by a Chief Administrative Officer and is operated by a compliment of sworn security and civilian personnel. Those staff are responsible for providing all required essential services to incarcerated individuals while maintaining the safety and security of the facility.

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

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 2024

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 2024

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	2
5-C MHU	Mental Health	47	47 @ 88 sq. ft.	7	55
		8	8 @ 100 sq. ft.		8
Cell #7 see note					

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

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	29	29 @ 88 sq. ft.	4	0
Cell #34 see note*					

Note: 5B SHU #3 may not be used to house incarcerated individuals until further notice due to ongoing renovations.

* Note: Cell #34 has no fixtures. Accordingly, it cannot be used to house incarcerated individuals.

Individual Special Housing Unit Total: 4

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

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

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

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

III.A. 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 48 12
2-B Pod* Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
2-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
3-A Pod* Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
3-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
3-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
4-A Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
4-B Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12
4-C Pod Single Cells Double Cells	56	48 @ 88 sq. ft. 8 @ 100 sq. ft.	6	60 48 12

Individual and Multiple Occupancy General Housing Unit Total: 540

ONONDAGA COUNTY JUSTICE CENTER – MFC 2024

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 2024

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 2024

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	4
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	540
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:	633

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 current and ongoing facility renovations as previously approved under project number 22-C-073.

Reviewed by: Adam Tilbe



CFSIII 2/28/2024

Approved by: Keith Zobel



Director 2/28/2024



**Commission of
Correction**

MAXIMUM FACILITY CAPACITY

For the

Washington County Jail

Fort Edward, New York

February 28, 2024

Allen Riley
Chairman

Yolanda Canty
Commissioner

Located in Fort Edward, New York, the Washington County Jail was built in 2003. The current Maximum Facility Capacity is rated at 162 beds at standard, consisting of three individual occupancy housing units, three multiple occupancy housing units, and three hybrid housing units consisting of both individual and multiple occupancy housing units.

The facility is managed by a Chief Administrative officer who maintains the rank of Captain and is operated by a compliment of sworn security and civilian personnel. Those staff are responsible for providing all required essential services to incarcerated individuals while maintaining the safety and security of the facility.

WASHINGTON COUNTY JAIL – MFC 2024

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.

WASHINGTON COUNTY JAIL – MFC 2024

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.

WASHINGTON COUNTY JAIL – MFC 2024

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
B Pod				
Main Subdivision (3-10)	32 8	40 @ 100 sq. ft.	6	40 32 8
D Pod				
Main Subdivision (11-18)	32 8	40 @ 100 sq. ft.	6	40 32 8

Individual General Housing Unit Total: 80

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
E174 – Intake	Medical and Mental Health Observation	1	88 sq. ft.	1	1
C Pod SHU Med-1 See Note	Medical and Mental Health Observation	1	91 sq. ft.	1	1

Note: Med-1 is a cell located within the C Pod SHU section and has a dedicated shower within it.

Individual Admissions/Orientation, Medical and Mental Health Observation Housing Unit Total: 2

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
C Pod Special Housing Unit	Punitive and Administrative Segregation	9	9 @ 100 sq. ft.	1	9

Note: This housing area may be used for general or quarantine housing purposes when not used for the segregation of incarcerated individuals for punitive or administrative reasons.

Individual Special Housing Unit Total: 9

WASHINGTON COUNTY JAIL – MFC 2024

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
C1 Dorm	1	1	1	695 sq. ft.	9
C2 Dorm	1	1	1	785 sq. ft.	10
C4 Dorm	2	2	2	2316 sq. ft.	24

Multiple General Housing Unit Total: 43

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

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

WASHINGTON COUNTY JAIL – MFC 2024

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
A Pod			3	28
Main	4	4 @ 100 sq. ft.	1	4
Dorm	1	2004 Sq. ft.	2	24

Individual and Multiple Occupancy General Housing Unit Total: 28

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
Not Applicable					0

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

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

WASHINGTON COUNTY JAIL – MFC 2024

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
E165 – Intake	1	1	170 sq. ft.	The facility may hold up to eleven (11) incarcerated individuals.
E169 – Intake	1	1	100 sq. ft.	The facility may hold up to six (6) incarcerated individuals.
E170 – Intake	1	1	100 sq. ft.	The facility may hold up to six (6) incarcerated individuals.

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.*

WASHINGTON COUNTY JAIL – MFC 2024

HOUSING TYPE	TOTALS
Subtotal Individual Occupancy Housing Units Used for General Housing	80
Subtotal Individual Occupancy Housing Units Used for Admissions/Orientation, Medical and Mental Health Observation	2
Subtotal Individual Occupancy Housing Units Used for Special Housing	9
Subtotal Multiple Occupancy Housing Units Used for General Housing	43
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	28
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Admissions/Orientation, Medical and Mental Health Observation	0
Subtotal Units Containing both Individual and Multiple Occupancy Housing Used for Special Housing	0
MAXIMUM FACILITY CAPACITY:	162

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 recent renovations.

Reviewed by: Adam Tilbe



CFS III 2/28/2024

Approved by: Keith Zobel



Director 2/28/2024