

# Agenda Item Report



**Winnebago County**  
*The Wave of the Future*

DATE: October 11, 2023  
FROM: Sheriff John Matz  
RE: Direct Supervision Officer's Stations Relocation

## **General Description:**

Request \$314,600 of the Spirit Fund to be appropriated for construction that removes existing officer's stations from Direct Supervision One and Direct Supervision Two and combines the officer's area in the existing Programs Rooms.

## **Action Requested:**

Motion to approve resolution and budget transfer from the Spirit Funds for \$314,600.

## **Procedural Steps:**

(Show each level of committee and board approval needed, with meeting dates.)

ARPA Strategy and Outcomes Commission \_\_\_\_\_ Meeting date: 10/20/23

Action taken: \_\_\_\_\_ Vote: \_\_\_\_\_

County Board Meeting date: 11/21/23

## **Background:**

The Winnebago County Jail has six housing pods within the facility. Three pods are in-direct supervision, with the inmates separated from the deputy by glass and lockable cells in each smaller unit within the pod. The other three units are direct supervision. In these units, the deputies are stationed in the housing unit with up to 68 inmates without separation. Each of the six housing is staffed by one deputy 24 hours daily.

During the pandemic, we saw increase in deputy vacancies due to illness. Inmates that had tested positive or had been exposed were housed in Direct Supervision One and Two to provide enough room to separate the populations. Deputies were regularly exposed in this environment increasing the chance of deputies being out with illness. Moving the officer's station to the current Programs Room adds a layer of separation and protection.

In 2023, the Winnebago County Jail has carried up to 15 Corrections Deputy vacancies. These vacancies have required staff to work extra hours and brought about discussions for a better work environment, how to best utilize our staffing, and how to reduce workload.

One area often mentioned is the deputy isolation while working in the pods. In looking at the layout of the building, the only areas in the facility that can combine deputy areas are Direct Supervision One and Direct Supervision Two. Those two pods share a wall between the Program's Rooms. Adding a door between the housing units would allow a shared deputy space. These two deputies could assist one another in all duties, eliminating the need for additional staff. This would enable staffing to be flexible

and eliminate potential vacancies filled by overtime. This savings is estimated at around \$40,000 and will be reflected in the 2024 Budget.

Winnebago County Facilities has secured bids for architecture to engineer the pass-through in the connecting wall as well as the demolition of the current officer's stations.

The purchase will be for the following:

- Hiring of an Architecture for engineering
- Hiring of a company to complete the demolition and door construction
- Moving of cabling and wiring
- Moving of fire alarm panel system

The cost of architecture was estimated at \$26,000.

The cost of demolition and relocation was estimated by Facilities at \$260,000.

The total cost of the project with a 10% contingency fund would be \$314,600.

### **Policy Discussion:**

The American Rescue Plan created the \$350 billion Coronavirus Fiscal Recovery Fund (CFRF), and is intended to provide flexible funding to support COVID-19 response efforts by replacing lost public sector revenue and strengthening support for vital public services. Sections 602(c)(1)(C) and 603(c)(1)(C) of the Act provide recipients with broad latitude to use the Fiscal Recovery Funds for the provision of government services. The Final Rule issued by the US Department of the Treasury 31 CFR Part 35 states that the category of *government services* includes (in part) the provision of police, fire, and other public safety services.

Justifiably, these broad criteria allow for the use of ARPA funds to relocate and combine the officer's stations. This project is for the benefit of both the deputies and inmates to support protections from another pandemic-type illness, ensuring the essential staff exposure risks are minimized. Combining the workload of the two housing units allows for cost savings in labor for the County.

### **Attachments:**

Attachment 1-Resolution