



## Bexar County Sheriff's Office

*Javier Salazar, Sheriff*



April 9, 2018

Brandon S. Wood  
Executive Director  
Texas Commission on Jail Standards  
P.O. Box 12985  
Austin, Texas 78711

Dear Mr. Wood,

We are pleased to inform you that the Bexar County Sheriff's Office has already initiated corrective measures to ensure compliance with the two areas listed as out of compliance in connection with the inspection on February 22, 2018. Each area of non-compliance has been addressed and corrected, as reflected in the attached document.

Respectfully,

A blue ink signature of Javier Salazar, written in a cursive style.

Javier Salazar  
Sheriff  
Bexar County

A blue ink signature of Nelson Wolf, written in a cursive style.

Nelson Wolf  
Judge  
Bexar County

JS: bh

Bexar County Corrective Measures  
Texas Commission on Jail Standards Re-Inspection February 22, 2018  
As of April 6, 2018

Item 1 **Area of Non-Compliance (Section 259.132) - Exercise Area**

After observing the size of the exercise area and confirming the square footage of 291 square ft., it was determined that more inmates are being afforded the opportunity to attend recreation than the space allows. No more than one inmate can be placed in the exercise area of this size at one time.

**Corrective Measure Taken** – The exercise area in question will only serve one inmate at a time and the deputies in that unit have been retrained on this fact. Notification of Maximum Capacity of the recreation area, in the form of a placard, has been posted on the door. Similar placards have been placed in all recreation areas similar to the one in question. These notices will serve to inform the living unit officer of the number of inmates authorized in the space pending stenciling above the recreation door to identify the occupancy of the exercise area (see attached).

Item 2 **Area of Non-Compliance (Section 275.6 (3)) - Searches for Contraband**

After reviewing documentation, it was determined regular and irregular searches for contraband were not conducted between April and August of 2017 in Unit CC, the housing location that three (3) inmates would eventually escape from. The contraband searches conducted in August were a direct result of evidence located outside the facility which led officials to believe inmates were throwing handmade lines to the ground in order to obtain items or objects from outside the facility. Several lengths of handmade lines were located as well as non-jail issued items. It was also discovered during this search that the metal mesh surrounding the recreation area had been cut, leaving a hole through which the inmates were able to throw their handmade lines to the ground. The contraband search conducted in January 2018 occurred as a direct result of obtaining information regarding an escape plan. The next contraband search occurred in March 2018, after the escape occurred.

- **Corrective Measure Taken** - A schedule has been devised and will be monitored to ensure each unit is inspected, to include regular and irregular searches for contraband, at a minimum of two times during any four month period. SERT teams will perform the regular searches. On March 25, 2018, we formed a C.A.T. (Contraband Abatement Team) that will be used to carry out the irregular searches of the entire facility. These searches will be documented and kept on file in our Standards and Compliance Unit and will be made available for review at any time.

### Supplementary Plan of Action

An assessment of the integrity of the exterior enclosures of all recreation areas was initiated on March 5, 2018 and a plan to allocate funds to undergo any capital improvements necessary is forthcoming. The team of four (4) Deputies along with two maintenance personnel began the assessment as a special assignment.

Additionally, the street area directly in front of the doors to the Adult Detention Center (ADC) has been completely blocked off with barricades. This effectively stops through traffic on Comal St. in front of the ADC. It is anticipated that in the near future, these barricades will be moved out further to restrict vehicular movement away from the ADC.

Furthermore, physical security on the perimeter of the ADC has been improved with the addition of Patrol deputies in marked vehicles maintaining a rapid response presence. We also have roving foot patrols comprised of deputies armed with long-guns strategically stationed along the perimeter of the ADC. It is anticipated that in the near future, we will be adding other security components such as Bike Patrol and Horse Mounted Deputies.



**Bexar County Sheriff's Office**  
*Javier Salazar, Sheriff*

To: All Command / Detention Staff  
Fr: Assistant Chief Deputy Bobby Hogeland  
Dt: April 4, 2018  
Re: Second Floor B and C Tower Recreation Areas

Effective immediately the following shall be implemented in Units BA, BB, BC, BD, CA, CB, CC and CD.

A Maximum Capacity of One (1) inmate shall be allowed entry into the Second Floor B and C Tower recreation areas.

Floor Sergeants shall ensure unit Officers are documenting in the Unit log books and Administrative Segregation sheets (as needed) the recreation times being offered to inmates.

Placards have been placed in units identified above.

Current Open Recreation Yards:

AA, AB, AC, AD, AF, AG, AH, AI, AJ, AK, AL, BJ, CA, CB I/s, CD, Fourth floor and Sixth floor recreation yards

Current Closed Recreation Yards:

AE, BA, BB, BC, BD, CC, CB r/s

**Shift Commanders will be held responsible to ensure the above is adhered to.**





## Bexar County Sheriff's Office

*Javier Salazar, Sheriff*

TO: Command Staff  
RE: Second Floor B and C Tower Recreation Areas

The attached Memorandum is to be read in ROLL CALL for five (5) consecutive days. After that time, please return a copy of this instruction sheet to Detention Administration, properly filled out to indicate on which days the Memorandum was read.

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Date of attached Memorandum: April 4, 2018

Date Memorandum was sent out: April 4, 2018

Subject of Memorandum: Second Floor B and C Tower Recreation Areas

Day 1 \_\_\_\_\_  
(Date) (Signature of Shift Supervisor)

Day 2 \_\_\_\_\_  
(Date) (Signature of Shift Supervisor)

Day 3 \_\_\_\_\_  
(Date) (Signature of Shift Supervisor)

Day 4 \_\_\_\_\_  
(Date) (Signature of Shift Supervisor)

Day 5 \_\_\_\_\_  
(Date) (Signature of Shift Supervisor)



## Bexar County Sheriff's Office

Javier Salazar, Sheriff



### Administrative Directive 18-01

To: All Commander Staff

Fr: Bobby Hogeland, Assistant Chief Deputy  
Detention Bureau

Date: April 5, 2018

Re: Unscheduled and Scheduled  
Facility Inspections and Searches

A review of the daily blotter has revealed a number of inconsistencies in the required inspections, announced and unannounced, that are to be scheduled and carried out at the direction of the Shift Commander (Captain). Contraband, Health and Sanitation Inspections (CHSIs) are to be conducted on a regular and irregular basis in accordance with the Detention Manual of Policy Procedures for the Bexar County Sheriff's Office, **Chapter 9: Security and Control, BC No: 900.08-05**. In addition, the Texas Commission on Jail Standards requires a search of the entire facility be conducted on a regular and irregular basis so as not to be anticipated by inmates [TCJS 275.6 (3) & (4)]. The inspections, upon finalization, are to be documented and summarily entered into a permanent record and readily available for review by the Commission.

The Special Operations Unit will continue to generate monthly CHSI schedules and provide them to the Shift Commander on each detail. The schedule will indicate the unit(s) to be searched on a specific day of each month on a rotating basis between shifts resulting in every unit in the being searched and inspected by the end of a calendar month. The schedule will also, indicate specific units and dates that are mandatory for K9 assistance during the CHSI.

Each Shift Commander **will be** responsible for commencing all scheduled CHSIs at the start of their respective shift on the annotated day/date and have it entered into record using BCSO Form 351-054 (Contraband, Health and Sanitation Report) before the end of their tour of duty.

The Shift Commander is to use his/her authority and experience to assess security and staffing needs and **shall** retain additional personnel from the Mandatory Overtime Schedule to ensure the inspections are conducted and completed accordingly. Special Management living units, Intensive Supervision and Mental Health living units are to remain fully staffed at all times and assigned personnel **will not** be utilized to conduct, or assist with CHSIs or searches.

The Contraband Abatement Team will be responsible for conducting irregular CHSIs and searches at the direction of the Detention Bureau and will provide notice of their intent and the location to the Shift Commander prior to the inspection commencing. It shall be the

responsibility of the Shift Commander to ensure the irregular inspection is documented and entered into record before the end of their tour of duty.

When the need for emergency inspections and searches of living units occur during the shift, the Shift Commander will utilize all available staff between both facilities to accomplish the task; however, facility operations and security **will not** be compromised.

The Shift Commander **will be** an active participant in the CHSI to provide presence, oversight, guidance and support where needed. The Assistant Shift Commander (Lieutenant) **will be** responsible for ensuring all CHSIs and searches are conducted and documented accordingly in the absence of the Shift Commander.

This Administrative Directive will be adhered to for 90 days pending revision to BC No: 900.08-05 of the Detention Manual of Policy and Procedures.