Effective May 2\textsuperscript{nd}, 2011, after consultation with Local 1033, the Providence Police Department is reorganizing Detention Services. The Department is effectively closing the adult women and juvenile detention areas. The Department will only hold prisoners temporarily in those areas until they can be processed and released. Detention Officers will now fall into one broad job classification and will no longer be sub-classified as Male, Female, or Juvenile Detention Officers.

The new work conditions are as follows:

1) The adult male and female detention areas are combined for custodial purposes into one adult detention area. This area will be staffed by a minimum of one Detention Officer who will be stationed in the male side of the facility. Female prisoners will continue to be held in secure temporary detention on the female side of the facility. If more than one Detention Officer is on duty, and there is a female prisoner in custody, one detention officer will sit on the female side of the facility and assume care and custody of the prisoner.

2) All Detention Officers will report to the male side of the facility for duty and will be stationed in that area unless instructed otherwise by the Desk Sergeant or O.I.C.

3) When one Detention Officer is present, he or she will be responsible for the male prisoners as well as any female prisoners who are being held. When practical, all adult prisoners will be expeditiously released via a release to appear or a special arraignment or they will be remanded to the RI Department of
Corrections. The Detention Officer will be responsible for physically checking the well being of all prisoners every fifteen (15) minutes.

4) Training for Detention Officers on the records management system will begin after this plan is implemented, and when there are opportunities to provide the training for on duty personnel. Detention Officers will be trained to take reports at the complaint desk and assist the Customer Service Clerks if they are needed. The O.I.C. or the Desk Sergeant will determine if a Detention Officer is needed at the front window, as well as when they will return to the detention area.

5) The processing of adult male prisoners and their property will be performed on the male side of the detention facility. The processing of adult female prisoners and juveniles, and their property, will be performed on the female side of the detention facility. Police Officers will telephone the Detention Officer so that sight and sound separation is ensured prior to the arrival of a juvenile prisoner.

6) Callback or overtime is only authorized when no Detention Officers report to work for a given shift.

APPROVED,  

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