

1600.00 – Corrections Grand Jury

Refer:

- ORS 132.440, Corrections Grand Jury

Policy:

1. Every year a Corrections Grand Jury is convened to inquire into the condition and management of Multnomah County Sheriff's Office (MCSO) facilities. Over a period of weeks, Grand Jury members review documentation, conduct site visits and hear testimony from those who manage and operate facilities, in addition to interacting with adults in custody. The Corrections Grand Jury Report of Inquiry, represents the culmination of the Grand Jury review process.
2. The Multnomah County Sheriff's Office (MCSO) practices transparency and values critical critique of operational strengths and recommendations for improvement, thus our Agency will participate in the Corrections Grand Jury Process.

Procedure:

1. Initiation and Coordination:
 - 1.1. The Multnomah County Sheriff's Office (MCSO) will participate in the Corrections Grand Jury process each year. The Chief Deputy of Corrections Facilities is the responsible lead for managing MCSO's involvement accordingly. The Chief Deputy will:
 - 1.1.1. Serve as the primary point of contact with the Multnomah County District Attorney's Office.
 - 1.1.2. Designate and supervise an MCSO member(s) as Corrections Grand Jury Coordinator(s).
 - 1.1.3. Coordinate with MCSO's Executive Team, including the Sheriff, Chief Deputy of Corrections Services, Inspector, Public Information Officer, and Chief of Staff.
 - 1.2. The designated Corrections Grand Jury Coordinator(s) will:
 - 1.2.1. Collect and compile documentation requested by the Corrections Grand Jury, for review and approval by the Chief Deputy of Corrections Facilities, before materials are sent to the Multnomah County District Attorneys' Office. Documentation may range to include: MCSO's Budget, Prison Rape Elimination Act (PREA) Annual Report, Inmate Manual, Monthly Jail Reports, and other data.
 - 1.2.2. Arrange for transportation and schedule site visits to the Multnomah County Detention Center (MCDC), and the Multnomah County Inverness Jail (MCIJ), with Facility Captains, for Grand Jury members.
 - 1.2.3. Develop a Witness List for review and approval by the Chief Deputy of Corrections Facilities, enabling MCSO and the Multnomah County District Attorneys' Office to coordinate testimony.
2. Receipt and Review:
 - 2.1. Upon receipt of the Corrections Grand Jury Report, the Executive Team will:
 - 2.1.1. Analyze findings.
 - 2.1.2. Draft a response for the Sheriff's signature.
 - 2.1.3. Draft a message to MCSO members for the Sheriff's approval.
 - 2.1.4. Issue a Press Release.
 - 2.1.5. Post the final report and Sheriff's response on MCSO's website.
3. Addressing Recommendations and Reporting:
 - 3.1. The Chief Deputies of Corrections will work with the Inspector to address any Corrections Grand Jury recommendations. This includes creating a recommendations tracking sheet, assigning work within the Corrections Divisions, and maintaining status reports.

3.2. By September 1st of each year, the Inspector will provide the Chief Deputies with a recommendations summary handout, for use in the next Corrections Grand Jury process.

History:

- Originating Policy and Procedure: 3/14/18
- Next Review Date: 3/14/20
- Review By: Inspections Unit