

# **BANNOCK COUNTY DETENTION CENTER ORIENTATION HANDBOOK**

A HANDBOOK FOR  
FAMILIES AND FRIENDS OF  
INCARCERATED INMATES

## **OVERVIEW OF THE IDAHO JAIL SYSTEM**

The State of Idaho has forty four (44) counties and the majority of those counties either have a full size detention facility or a short term holding facility to house people who are arrested in the county. The counties that do not have a detention facility contract for a fee with other counties to house people who are arrested in their county. Bannock County Detention is considered a full size facility.

Short term holding facilities are jails that do not have full services and can hold inmates up to 72 hours before being required to house them in full service detention facilities. Generally these jails hold a new arrest in their jail until after the first court appearance and then transport him/her to a county from which they contract full service jail beds.

Full size detention facilities are jails that can hold people accused or convicted of crimes for up to one year per charge. These full service jails provide visiting, recreation, programs, medical services, etc. to inmates during incarceration. Occasionally, full service detention facilities become overcrowded and are forced to contract beds from detention facilities in other counties.

It is very feasible that your friend or loved one could be arrested in one county but housed in a county several miles from the county of arrest.

Virtually every aspect of jail operations is subject to careful oversight. The Idaho Sheriff's Association sets the standards for the operation of local detention facilities. These standards are voluntary but every jail in Idaho is inspected once a year by the Idaho Jails Standards Coordinator to evaluate the jail's compliance with the standards.

## TERMS YOU SHOULD KNOW

**Administrative Segregation**- A status of confinement for non-disciplinary reasons that provides closer supervision, control, and protection than is provided in general segregation.

**Close Custody**- This custody is for those who must be closely watched because they are an escape risk, have been convicted of very serious crime, have serious medical or mental health issues, or their behavior suggest they are a danger to themselves or others.

**Commissary Items**- Items that are offered for sale by the facility through the Commissary Program and are intended for personal use or consumption by the inmate.

**Custody Level**-An assigned category achieved by objective data that identifies an inmate's required housing and supervision needs, and which determines to a large extent where and how the inmate is housed. Also known as the inmate's classification.

**Custody Level Override**-A classification action that requests a custody designation and a housing unit assignment more or less restrictive than the inmates scored custody designation.

**Detainer**- Refers to a request filed by a criminal justice agency with the jail in which an inmate is incarcerated, asking the jail either to hold the inmate for the agency or to notify the agency when the release is imminent.

**Disciplinary Hearing**- A hearing held in the jail to determine if a rule violation report is substantiated and, if so, what discipline the inmate will receive.

**Disciplinary Hearing Officer**- The person(s) responsible for conducting misconduct hearings and decides if discipline is deserved.

**Disciplinary Segregation**- A restrictive status of confinement to which an inmate receiving discipline can be committed. Inmates in this status are restricted to their living area and generally lose all revocable privileges, retaining rights to professional visits, showers, outdoor recreation and legal phone calls.

**Good Time**- Time earned off an inmate's sentence in the County Jail. Idaho statute allows the Sheriff of the County to recommend to the sentencing Judge up to five(5) days of good time each month for an inmate who exhibits good work habits and behavior. Good time that is granted by the Judge may be revoked through a disciplinary hearing for rule violations or criminal activity while incarcerated.

**Grievance**- A formal complaint that is submitted by the inmates to address a perceived problem in their housing, care, or treatment by staff.

**Indigent Inmate**- Inmates are deemed indigent when they have no money on their cash accounts.

**Kite**- A form the inmate completes to make a request for something from the staff.

**Lockdown**- Securing a detention facility or unit by restricting prisoner movement to their housing area or cell.

**Non Contact Visit**- A visit in which the inmate and the visitor are not permitted to be in physical contact and are separated by a physical barrier.

**Professional Visit**- A visit by a Court Official or representative, Law Enforcement, the inmate's religious advisor, or the inmate's attorney. Identification and proof of profession is required. These visits are in addition to the regular weekly personal visits.

**Extended Visits**- A longer visit which requires certain criteria. Must be requested by the inmate.

**Reclassification**- The reassessment of an inmate's custody level following the addition or removal of charges, sentencing, or jail incidents.

## **ROLE OF THE JAIL IN YOUR COMMUNITY**

The primary role of a jail is SAFETY. The community's safety and your safety are driving forces behind the existence of jails and their operations. The safety of the men and women who work in the jail and who live in the jail are just as important. Many rules and regulations have evolved over time in an effort to make jails safer.

Not all people put in jail are dangerous; many are not, especially when they are not under the influence of substances. Many people that are normally dangerous can become unpredictable in their behavior when under the influence. They can be a danger to themselves or others. Jails hold people who suffer other afflictions that when not properly treated can result in unpredictable behavior and danger to themselves or others.

Jails do hold dangerous people, those accused of and found guilty of crimes like murder, child molesting, rape, and other serious crimes. The Bannock County Jail does not have the resources to keep the very dangerous people in separate buildings from the less dangerous people. The Bannock County Detention Staff works very hard to overcome this difficult situation by implementing procedures to keep the dangerous away from the less dangerous so all are safe.

The Prison Rape Elimination Act promotes zero tolerance for prisoner rape. Idaho Jails have been pro-active in creating policies and procedures to protect inmates from sexual assault including several ways to report any instances of sexual misconduct. Inmates and family are asked to report immediately any threat or instance of sexual assault so that the staff can respond without delay to the incident.

If your incarcerated friend or family member indicates to you that they do not feel safe, please call the detention staff immediately.

The detention staff and the detention administrator do not get to pick and choose who is brought to jail, who stays in jail, or who is released from jail. Idaho Law requires that detention staff accepts all persons committed to the jail on lawful authority. Once a person is in jail, only bond(if it applies) or a Judge can release a person from jail. Sheriff's, detention administrators, and detention staff cannot authorize the release of a person.

## **INTRODUCTION**

Having a friend or family member booked into jail can create confusion and uncertainty both for the inmate and the loved ones involved. Although you have seen movies about jails, very few of those movies paint an accurate picture of jail life. It is important that you become familiar with and learn what to expect from jails in Idaho. You also need to know what to expect when dealing with the Staff and Administration.

You may have questions about mail, phone calls, visiting, health care, and more. You may find it difficult to contact the person who was arrested for some time after booking, and the nature of the jail system may make it difficult for you to acquire the information you need concerning the arrest.

This document was created to help you understand the Idaho jail system and give you an understanding of how and why things are done the way they are. By addressing the issues mentioned above, we hope to provide you with information you need to interact effectively with jail staff while supporting your friend or family member in custody.

In the following pages, we will discuss some of the components of the Idaho jail system. We hope you will find this resource useful. Should you have additional questions or need more information please contact the detention staff for answers to your questions.

## **WHAT HAPPENS WHEN A PERSON IS BOOKED INTO A COUNTY JAIL**

When a person is arrested, he/she may be taken to a local police station where they will be interviewed, and where necessary reports and forms are prepared. If the individual is arrested for driving under the influence, a breath, urine, or chemical blood test will usually be conducted. This process can take a few hours before the person is brought to a county jail to be booked. Since a good deal of time may pass before the jail has any notification of a person's arrest, you may call the jail shortly after the arrest and find that your friend or loved one has not yet been entered into the system. The detention staff is usually not aware of the arrest or details until the person has actually been brought to the detention facility so patience on your part is greatly appreciated.

When arrested individuals arrive at the detention facility, they go through the intake process before being housed in the inmate population. During intake they will be searched to verify that no contraband is being brought into the facility. This is for the protection of both staff and other inmates. If the person is intoxicated, combative, threatening suicide, exhibiting signs of mental or physical illness, or is a danger to himself/herself or others he/she may be placed in a secure holding cell until the booking paperwork can be completed.

Once the person is cooperative, he/she will be asked to complete the booking process. The booking process is comprised of medical screening, booking paperwork, and the classification. Their personal information and charges are entered into the computer system, their bail calculated, and a court date is set, when possible. They are then photographed and fingerprinted.

Intoxicated inmates may be held for up to 24 hours to ensure they are sober enough to be safely released. Most inmates are eligible for bail, and they have access to telephones to arrange bail through friends, family, or bail bondsmen. A list of bail bondsmen can be found in the yellow pages under "bail". The detention staff is not allowed to recommend a bail bondsman to you. When it is determined that inmates will not be released on bail, they are classified into the appropriate housing unit.

## **BOND**

Once the bond is set, there are several ways the bond may be posted. The friends and family of the inmate may pay the entire bond with cash. This cash will be held by the courts until the inmate has appeared at all of his/her court hearings and a disposition has been reached. Normally, any fines will be deducted from the bond money and the remainder will be returned to the person who posted the bond. If the person you post bond for fails to appear to his/her court hearings, the bond will be forfeited and a warrant will be issued for his/her arrest.

Another way the bond may be posted for an inmate is through a bondsman. Before contacting a bondsman you should verify with the detention staff that a bond is not a “Cash Only” bond. The bondsman will charge you a fee for posting the entire bond amount and will generally require some kind of collateral. The money you pay the bondsman is his/hers to keep and you will not receive a refund. If the person you post bond for fails to appear to the scheduled court hearings, the bondsman may require that you reimburse him/her for the entire bond amount that was posted.

Bannock County Detention does require that you pay a bonding fee for each charge when a person is bonded out of jail on either a cash bond or through a bondsman. This is an administrative fee paid directly to the Sheriff’s Office and must be separate from the bond payment.

A third way to post bond is through the courts to post a property bond. You will be required to promise property that you own as collateral for the property bond. If the person you post bond for fails to appear to his/her court hearings, the bond may be forfeited and your property would have to be turned over to the courts.

### **INMATE CLASSIFICATION**

Inmates are classified to place them in the proper housing unit and security level in an attempt to provide safety for the community, staff and other inmates. A number of objective risk factors are considered in determining the custody level of an inmate. These factors such as violence, criminal history, previous escapes, and institutional behavior problems, establish the relative degree of risk posed by the inmate. Housing inmates of similar classification together minimizes the risk of conflict between inmates.

Although the objective classification system is regarded as very reliable, situations may arise justifying an override of the inmate’s custody level.

After the initial classification process, there are several events that may result in the reclassification of an inmate. The addition of new charges, reduction of charges, sentencing, and serious disciplinary actions are all events that might trigger reclassification.

### **INMATES WITH DISABILITIES**

Bannock county Jail strives to accommodate individuals with disabilities who are booked into our facility. Inmates are generally allowed to retain glasses, dentures, and other prosthetic devices while in custody. After screening by the jail medical provider, approval may be granted for mobility aids such as canes, crutches and wheelchairs.

After consultation with the inmate, the detention medical provider may also recommend specialized housing, bunk assignments and medical care in order to meet the inmate’s specific

needs.

## **ACCESS TO COURTS AND COUNSEL**

When a person is incarcerated on a new charge, he/she will be scheduled to appear for an arraignment within 24 hours of the arrest, excluding weekends and holidays. At that arraignment the judge will ensure that the inmate is advised of his/her rights, in most cases will set bond, and will have an application prepared for appointed counsel when necessary. Bannock County Detention conducts most of their arraignments through a system called video arraignment where the person talks to the judge via a video system at the jail. You may attend arraignments, even video arraignments, at the courthouse. Encourage your friend or family member who is incarcerated to keep track of his or her own legal court date as they are normally given this information in their court hearing or receive this information in their legal paperwork.

The date and time of special court hearings, trials, sentencing, etc. are set by the courts.

Inmates are entitled to confidential correspondence and consultation with the courts and legal counsel. Attorneys and other professionals of record can visit an inmate by presenting legal photo identification and a professional Bar Card. The professional visit may be limited to a reasonable length of time because of facility operations or needs. If allowed into the detention facility, all briefcases and parcels are subject to search by detention staff.

Foreign citizens who have been incarcerated can have professional visits with consular staff from their country.

Inmates are allowed to send sealed letters to attorneys, courts, government officials, officials of the confining authority, and administrators of grievance systems. Legal mail is considered confidential and may be searched only in the presence of the inmate.

Inmates who wish to speak to their attorney in person can submit the request on an Inmate Request Slip. If the inmate has a court appointed attorney he/she will be provided a Public Defender envelope so the inmate can write their Public Defender a letter. It is solely up to the inmate's attorney if he/she wishes to respond to the inmates request or letter.

## **INMATE PROPERTY**

Personal Property is taken from the inmate during the intake process and is placed in the Property Room of the facility for safekeeping. Any money that is on the inmate's person at the time of intake is counted by the pat down officer and the amount is verified by the inmate. It is then dropped into a locked box and the amount is placed on the inmates account. The inmate may use the money from this account to purchase commissary items and other things.

When the inmate is released, the property and any unused funds will be returned to him/her.

Prior to being assigned to a housing unit, inmates are required to exchange all their clothing for

jail clothing. Their personal clothing will be stored with their personal property in the Property Room until their release.

If the inmate wants to have a friend or family member pick up any of his /her personal property, he/she must designate the person that can pick it up. Property must be picked up within 72 hours of the inmates incarceration and everything except for the inmates clothes can be released. Check with the jail for designated pick up times within the 72 hours. If you are the person designated to pick up the property, you must check to see that all of the property that is listed as being released is accounted for. Once you leave the building, the jail is no longer responsible for any property listed on the property release to you. After you have confirmed that all the property is accounted for, you will be required to sign for acceptance of the property.

Inmates may only possess items which have been issued by jail staff, purchased through commissary, permitted at the time of booking, permitted to be received by mail or person. All other items are considered contraband and will result in the item being confiscated and disciplinary action may be taken against the inmate.

Except for polaroids, photographs are generally allowed but by mail only. They cannot contain pictures of nudity, be sexually suggestive, or promote gang activity. Contact the detention staff for verification on the size and number of pictures that an inmate may have in his/her possession.

### **INMATE MONEY ACCOUNTS**

Bannock County Detention deposits the inmate's money into an account to safeguard it as long as the inmate remains in custody. While in custody, inmates can use the money "on their books" to make purchases from the Commissary or other authorized purchases. The law authorizes jails to use this fund to collect medical fees when medical services are accessed, see **MEDICAL SERVICES**.

Funds may be deposited to the inmate's account through the mail by money order or cashiers check. **Please do not send cash by mail.** You may also bring in money during visiting hours only. Money orders and cashiers checks may be dropped anytime in the drop box located in the lobby of the Sheriff's Office.

*Please do not put money on another inmate's account at the request of your friend or family member who is incarcerated. Inmates are not allowed to give money to other inmates. By placing money on another inmate's account, you could be playing into a potential illegal activity perpetrated by the other inmates.*

### **COMMISSARY**

Inmates may purchase a variety of commissary items to be delivered to them in their housing units. Normally items such as snacks, hygiene products, writing materials, postage, and various other selections are available.

The inmate must have money on the account at the time he/she orders commissary or the order will not be filled. The commissary program has a \$35.00 limit per inmate for each weekly order.

Inmates are not allowed to purchase commissary for other inmates.

A limited number of hygiene items and writing items are available to be ordered by indigent inmates(inmates that have no money on their cash account).

### **TELEPHONES**

Once an inmate is assigned to a housing unit, he/she will have liberal access to a “collect call only” telephone in the dayroom of the housing unit during specified hours. Telephone access may be restricted throughout the day for emergencies, transports, headcounts, etc. Telephone access may also be restricted for disciplinary reasons.

The collect calls from the detention phones can be expensive so you may want to set limits on how often the inmates calls you and how long you talk. The phone call prices are as follows but can be subject to change at anytime:

All calls out of the facility will be charged a \$1.50 initial surcharge and a per-minute rate of \$0.20 per minute. The per-minute rate will apply to each minute, or fraction thereof, for the full duration of each call.

If you have any further phone questions you can call 1-800-844-6591.

Situations sometimes arise in which an inmate will use the telephone to threaten or harass victims, witnesses and other individuals. If you become the victim of this behavior, please contact the jail supervisor to have your phone number blocked from receiving jail-originated calls.

Inmates cannot receive incoming phone calls, messages, or e-mail. In the event of an emergency, please contact the jail supervisor. He or she will not only need to verify the information but will also determine if notification to the inmate is appropriate.

### **MAIL PRIVILEGES**

Writing letters can be an important and inexpensive way to maintain a close relationship with someone who is incarcerated. Inmates may purchase envelopes and postage and may send and receive as many letters as they desire. Those without sufficient funds are provided a limited supply of envelopes and postage each week. All mail entering and leaving the facility are subject to search for contraband and the writing can be perused for security issues.

In the case of “legal mail” between an inmate and the inmate’s attorney, courts or other public officials, the correspondence is checked for contraband but not read or perused.

When addressing correspondence to a person in jail, be certain to write legibly and put the full name of the inmate, correct address of the institution, and your return name and address on the envelope. Envelopes that do not have a return address on them normally will not be given to the inmate and will be placed in his/her property.

Letters can be sent to inmates at the address listed below:

P.O. Box 4666  
Pocatello, Idaho 83205

### VISITATION

Inmates are allowed to have limited personal visits each week except when restricted for disciplinary purposes. Visits are always non-contact visits. Visiting days are as follow:

Maximum and medium inmates.....Wednesdays and Sundays.. Hours are 8:00AM-11:00AM(last visit must sign in at 1030) and 6:00PM until 9:00PM (last visit must sign in at 8:30PM).

Minimum inmates.....Thursdays, Friday, and Saturday. (Same hours as above)

Visiting rules are posted in the lobby of the Sheriffs Office lobby and must be adhered to.

Each adult visitor must present government issued photo identification such a s a driver's license, state issued ID card, military identification, or passport in order to visit an inmate.

Do not try to pass anything to the inmate or bring contraband into the facility as you may face criminal charges in doing so.

The jail will attempt to honor all approved visits; however, visitation may be changed or canceled without notice due to facility security or disciplinary reasons.

Special or extended visits must be approved by a jail supervisor. With prior requests from the inmate an extended visit may be approved if they have been at the facility for 2 continuous months. If the visitor is traveling over 75 miles the inmate may request one extended visit per month or if the visitor is traveling over 100 miles, the inmate may request up to two extended visits per month. **Do not attempt to call the jail and arrange this, it is the inmates responsibility.**

Visitors may be excluded for one or more of the following reasons:

1. The visitor refuses to register and show proper identification, consent to search, or to abide by the visiting rules;
2. The visitor represent a clear and present danger to the facility;
3. The visitor has a past history of disruptive conduct at the facility;

4. The visitor appears under the influence of alcohol or drugs;
5. The inmate refuses the visit; or
6. Persons listed in no-contact orders, and domestic violence civil prosecution orders.

### **INMATE MARRIAGES**

Inmate marriages are not allowed inside the facility. They must be done either through the glass, during visiting hours, or the inmate must be taken over to the courthouse and the marriage can be performed there. A Judges Order must be obtained to have the inmate transported over to the courthouse. The Bannock County Detention Center will not get involved in arranging or giving special privilege for an inmate that wishes to get married.

### **HOSPITAL/MEDICAL FACILITY VISITS**

Occasionally, inmates may be admitted to hospitals for medical treatment or taken to special medical facilities. Do not go to the hospital or medical facility to visit the inmate. You will not be allowed to see or speak to the inmate.

### **REQUESTS FOR TEMPORARY RELEASE**

Occasionally, a family tragedy occurs such as a critically ill relative or a death in the family while a loved one is incarcerated. If this happens, it will be up to the inmate and/or his friends or family to make arrangements with the court to obtain a temporary release from custody.

### **WORK ASSIGNMENTS**

Bannock County Detention Center has work programs. We have inmate workers, labor detail(SCILD), or work release.

All inmates are responsible for maintaining clean living quarters and a clean housing unit through daily cleaning. Inmates who do not clean can face disciplinary action.

Inmate workers are low risk inmates who are used throughout the facility to perform duties such as cooking, cleaning, laundry, maintenance, etc. The inmates workers are chosen solely by the detention staff.

The inmate labor detail is comprised of groups of low risk inmates who are taken outside the facility to perform work in the community. They are supervised by a deputy and have strict rules they must adhere to. A \$3.00 a day fee is charged to the inmate to participate in this program. If they are serving their time from another county, the fee is \$10.00 a day.

Inmates who participate in the Work Release Program are allowed to work at regular in the community and spend their off duty hours in the jail. There is a \$10.00 a day fee to participate in

this program. The fee's only apply to days they actually go out to work. Sheriff's Office personnel will make regular checks on work release inmates to verify that they are at their place of employment. They are required to sign a work release contract. Failure to obey the rules and regulations of the Work Release Program can result in the work release being revoked and disciplinary action to be filed against the inmate.

### **GOOD TIME CREDITS**

Idaho law allows the Sheriff of the Detention Facility to recommend up to five days a month off an inmate's sentence for good behavior and completing daily tasks in an orderly and peaceable manner. It will be the inmates responsibility to place in a request for good time and good time will NOT be granted for any type of Probation Violation sentences.

### **INMATE RULES AND MISCONDUCT**

The Bannock County Detention Center has established rules and regulations that inmates must follow while in custody. If an inmate is suspected of violating a rule, a report is written to document the suspected violation and to identify witnesses to the incident.

Violations range from very serious major infractions such as assault, to less serious minor infractions such as not following directions. An inmate may be charged with multiple violations arising from a single incident. For example, an inmate involved in a fight may receive a rule violation for participating in a fight, refusal to obey an order to break up the fight, and using abusive language.

When an inmate is believed to have violated a rule, the following things happen:

1. An investigation is conducted
2. The violation is documented
3. A supervisor or designated employee will review minor infractions
4. The inmate is allowed a hearing for major infractions
5. If determined guilty of committing the violation, appropriate discipline within established policy and standards will be imposed
6. The inmate may appeal the findings or the level of punishment

Discipline may include loss of certain privileges such as telephone, personal visits, commissary, etc. Major violations may also result in periods of disciplinary lockdown, loss of "good time" credits, or other sanctions.

### **INMATE GRIEVANCES**

All inmates have the right to submit a grievance in regard to almost any aspect of their confinement in the jail system. This means that if inmates feel they are not being treated properly, or if they feel a condition exists that presents a health hazard, they can voice their complaint and receive a response from the appropriate authority. Issues that can be addressed

through the grievance process include-but are not limited to-medical care, classification actions, program participation, telephone use, mail distribution, visitation procedures, treatment, food, clothing, and bedding. Disciplinary action may also be grieved. The Sheriff's grievance process ensures that problems or concerns confronting inmates will be addressed by jail staff in an appropriate manner. It can also provide inmates with an explanation on those occasions when living conditions are affected necessarily by security requirements.

To file a grievance, inmates are provided with Inmate Grievance forms when requested. Inmates are expected to explain their complaint in language that is not abusive or offensive.

### **BOOKS AND PERIODICALS**

Bannock County Detention Center maintains a supply of books which are available to inmates. In most cases, books must have a soft cover.

Books and Magazines being purchased for the inmates from a family member or friend must be purchased and mailed directly from the publisher or bookstore. Books that contain obscene or sexually explicit material will not be allowed. Any type of materials that are considered to be a risk to security will also not be accepted. If you have any questions please contact a supervisor with the Bannock County Detention Center.

### **EXERCISE AND RECREATION**

Inmates have the opportunity to visit exercise area throughout the week. These areas provide space for exercise not available in their regular housing units.

### **FOOD SERVICES**

Inmates are provided three nutritious meals per day, two of which are hot. Idaho Jail Standards require a minimum of 2500 calories daily be served to the inmates.

Incarcerated people with special medical diet needs can also be accommodated. These special diets are generally approved or ordered only by the jail medical staff, after a medical visit.

Requests for medical or religious diets will be investigated and provided, if verified.

### **MEDICAL SERVICES**

Bannock County Detention Facility provides inmates with medical services. Inmates put in medical requests to see medical staff when necessary and the requests are forwarded to medical personnel for an appointment. The Medical Provider will often be the one who refers inmates to mental health and dentists.

The Medical Provider must validate and approve all prescriptions brought in from outside the

facility, prior to being dispensed. When deemed necessary, the Medical Provider may refuse to allow prescription medication brought in from the outside or may prescribe an alternate medication for the medical condition.

Each inmate's medical information is protected by confidentiality. The jail staff cannot give out a lot of medical information on inmates. If you are concerned about an inmate's medical condition or treatment please notify the medical staff.

Medical fees may be charged to the inmate for each medical visit and he/she may be required to pay for any medication that is prescribed. No inmate will be refused medical treatment or prescription medication because of an inability to pay. However, his/her money account may go into a negative balance and any money brought in to the inmate will first be used to satisfy the minus balance before allowing the purchase of commissary.

### **PROGRAM SERVICES**

The Bannock County Detention Center offers a variety of programs to the inmate population to provide constructive activity. The programs include educational programs, religious services, substance abuse programs, life skills, etc. Except when specifically ordered by a judge, participation in programs is voluntary and inmates sign up on a first come first serve basis.

### **VOTING**

Inmates who are registered voters may vote in elections using absentee ballots. Requests should be directed to the Detention Administration up to 60 days before an election.

### **RELEASE FROM CUSTODY**

Inmates held at the Bannock County Detention Center may be released for a number of reasons. The circumstances of an inmate's arrest, the type of release involved, and the release schedule of the facility all determine the time of day at which the release from custody will occur.

Individuals who are arrested under the Alcohol and Intoxication Treatment Act and have no criminal charges, will be released within 24 hours of arrest when it is determined that they will be able to care for their own safety or when a responsible party agrees to take care of them.

The court may order an inmate to be released from custody at any time if the judge deems this to be the appropriate course of action. The court may also reduce an inmate's bond so that he/she may be released on bond. Please be patient when orders for release are issued by the court. It can take a while for the paperwork to be forwarded to the jail and the release to be processed.

Inmates will be released from custody when they have completed their sentence. The actual release date may be different than the original outdate if the inmate has earned good time credits off of the sentence.

Inmates will occasionally have holds on them from other agencies. When the inmate has completed his sentence at the original agency, he/she will be transported to the hold agency to face charges there or begin serving a sentence. For security purposes, inmates and their family or friends will not be advised of the date or time of the transport.

### **HOUSING FEES**

Idaho law allows the Bannock County Detention Center to collect a \$25.00 a day fee up to a total of \$500.00 per incarceration from the inmate. For any questions regarding payment of housing fees, contact 236-7123 during normal business hours.

### **CONCLUSION**

We hope you have found this orientation handbook helpful and that it has answered some of your questions. It is the goal of Bannock County Detention Center to help you work through the confusion and stress of having a family member or friend incarcerated by providing this information to you. Should you have any questions, whatsoever, about jail operations, we encourage you to contact the detention staff or detention administration for answers. Although every attempt is made to keep this handbook up to date there may be times when information contained has been changed.