

County of Santa Clara  
Office of the Sheriff



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DATE: January 9, 2019

TO: Re-Entry Network

FROM: Laurie Smith, Sheriff

A handwritten signature in blue ink that reads "Laurie Smith".

SUBJECT: **Off-Agenda Follow-up from October 18, 2018 Report RE: In-Custody Programs and Services for Successful Re-Entry**

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At the October 18, 2018 Re-Entry Network (REN) meeting the Sheriff's Office had a legislative file, "In-Custody Programs and Services for Successful Re-Entry." The Commissioners had additional questions that are addressed as follow-up in this off agenda report. The questions in bold encapsulate what was asked at the meeting or additional questions the Sheriff's Office received that pertained to the In-Custody Programs and Service for Successful Re-Entry report.

**How long has the Correctional Assessment and Intervention System (CAIS) been used?**

*The Sheriff's Office instituted the CAIS assessments in-custody in 2012. CAIS was the assessment tool chosen because it is evidence based and consistent with Probation's assessment tool.*

**Who is able to access the CAIS assessment? For example, if I received the CAIS assessment-would my Probation Officer be able to review it, would a Community Based Organization (CBO) that I was referred to be able to review it, and is the Re-Entry Center able to review it?**

*The CAIS is utilized and accessible to both the Office of the Sheriff and the Probation Department.*

**Can the CAIS tool be reviewed by anyone outside the jail administration? (Can we have access to the instruments construction, authors, reliability and validity statistics, etc.)?**

*Information regarding the tool can be found on the National Council on Crime & Delinquency (NCCD)*

website at <https://www.nccdglobal.org/assessment/correctional-assessment-and-intervention-system-cais>.

**What steps are taken to ensure that the tool is being used as the researchers intended – (ensuring the results are valid)?**

*NCCD works closely with each jurisdiction to ensure that assessments are constructed, validated, and customized for the population served. As part of each CAIS implementation project, NCCD validates the risk instrument periodically and customizes the instrument for each agency to ensure it optimally classifies cases. All risk assessments are tested to ensure racial equity, and risk assessments in the adult corrections field are tested to ensure gender equity.*

**When is the CAIS administered to inmates? For example: during the booking process, within the first 72 hours, etc.?**

**a. If it is administered at booking, why is that time chosen?**

*Inmates are screened with the Initial CAIS assessment within the first week of being in custody. The time duration is intended to allow an inmate to be housed and have a better understanding of their judicial status so they are prepared to begin appropriate transition/discharge planning through program participation.*

*The Rehabilitation Officer (RO) assigned to a housing unit will complete the initial CAIS assessment when the RO makes first contact with an inmate. Additionally, in addition to the Initial CAIS, RO's complete the Comprehensive CAIS with AB109 inmates.*

**Who administers the CAIS assessment? Is it the Program Unit?**

**b. Are the people administering it trained, and how?**

*RO's are within the Programs Unit. They provide all CAIS assessments. Initial CAIS training was provided to the RO's through the NCCD. The RO's are also able to train new hires in using the CAIS Assessment.*

**Is it administered in a safe space?**

*Yes; Interview rooms or other appropriate space are used to conduct assessments with inmates to ensure safety and confidentiality.*

**How frequently are the CAIS recommendations followed?**

*CAIS recommendations are continuously taken into consideration when providing supervision strategies for adult offenders based on risk and needs levels, combined with research-based approaches for effective supervision. Inmates are regularly rehoused to an area where programming options more closely align with the inmate's transition/discharge planning goals.*

**What happens if the CAIS recommends a program that is not offered in the area where the detainee is housed?**

*CAIS is not designed to recommend programs, but an inmate's risk to recidivate and determine level of supervision. The CAIS would not be used to determine what program an inmate should participate in. The inmate is granted the choice if they choose to participate in a program. However, if an inmate expresses a desire to participate in a program that is not offered in their housing location, their RO will work with Classification Deputies to identify potential rehousing.*

**Are there overrides to the recommendations? If so, when do those take place and how?**

*Overrides rarely occur but under special circumstances it can be an option that requires approval from an administrator or the Programs Manager.*

**Are there any questions/considerations regarding special needs, such as learning disabilities, physical limitations, language barriers or mental health needs? How is that evaluated?**

*There are questions regarding learning disabilities, head injuries, traumas, abuse, and serious medical issues. RO's refer the individual to a Unit/Department/ Service Provider that would provide services to the inmate regarding a particular issue to conduct specialized assessments.*

**If all inmates receive the CAIS why is the sample size only 30? (I am referring the Principal Service Needs table on packet page 8 of the Re-Entry Network agenda from 10/18/18).**

- a. **How does this relate to the CAIS tool?**
- b. **How can there be a "zero" in women having "physical safety" identified as a principal service need and yet "100%" for men?**

Principal Service Needs	FY 16/17		FY 17/18	
	Men	Women	Men	Women
<i>Abuse/Neglect and Trauma</i>	53%	47%	73%	27%
<i>Alcohol and/or Drug Abuse</i>	80%	20%	82%	18%
<i>Physical Safety</i>	80%	20%	100%	0%
<i>Criminal Orientation</i>	80%	20%	76%	24%
<i>Emotional Factors</i>	70%	30%	79%	21%
<i>Interpersonal Manipulation</i>	56%	44%	64%	36%

- *Inmates that are sentenced AB109 inmates may be eligible to participate in CASP. Sample size is derived from the average number of Custody Alternative Supervision Program (CASP) clients that participate in the Comprehensive CAIS assessment over the past year. This number has no bearing on the CAIS risk assessment.*
- *The purpose of the comprehensive CAIS is to assist RO's development of a CASP rehabilitation plan for alternative sentencing programs. Deputies also utilize the comprehensive CAIS Assessment results to effectively and efficiently supervise adults in alternative sentencing programs (i.e. CASP).*
- *The low number is an indicator from female AB109 sentenced participants. Of these women, they did not report "Physical Safety" as a Principal Service Needs.*
- *The purpose of the Initial CAIS Risk Assessment is to develop and provide supervision strategies for adult offender in-custody program participants based on risk and needs levels, combined with research-based approaches for effective supervision and program recommendation most likely to produce success. The sample number is greater because the goal is to assess as many inmates as possible that come into custody.*
- *Principal Service Needs table relates to CAIS by identifying the needs individuals require for successful reentry.*

**Is it re-administered at some interval? If so, when?**

*Initial CAIS is done once at the beginning of an inmate being housed. If this does not occur, an inmate should fill out an Inmate Request form to receive the initial CAIS. The Programs Unit also completed an informational slideshow informing inmates how to contact an RO and what services an RO can provide. The slide show is looped as part of the Inmate Informational Bulletin and available in English, Spanish and Vietnamese.*

*RO's conduct a re-assessment at 6 month intervals for inmates who completes the comprehensive CAIS. The re-assessment is tracked in CAIS, which generates alerts and reminders to RO's.*

CC: Jeffrey V. Smith, County Executive  
 James Williams, County Counsel  
 Megan Doyle, Clerk of the Board of Supervisors  
 Miguel Marquez, Chief Operating Officer