



**County of Hamblen, TN
Justice Facility Needs Assessment
and Feasibility Study**

FINAL REPORT

June 8, 2017

MOSELEYARCHITECTS

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Phase One and Phase Two Study for the Hamblen County Jail / Justice Center

FINAL REPORT – June 8, 2017

EXECUTIVE SUMMARY

Moseley Architects was retained by Hamblen County in March, 2016 to perform a detailed evaluation and space planning service for the county's justice needs per the Request for Qualifications dated January 4, 2016. The scope of our tasks for this project is in three phases:

1. Phase One Services - Hamblen County Government is requesting Architectural and Design Services for the Hamblen County Jail and Justice Center in Morristown, TN. Phase One services will include a Functional and Space Program Development document. Moseley Architects will use the data collected by Hamblen County and input from various County leaders to begin pre-architectural program development, functional and space programming. This document will summarize the functions that will take place in the building(s), where the functions will take place, the amount of space needed and an estimated budget to build, equip, and staff the space estimated to meet the County's need for the next 25-30 years. Current jail contracted services (food service, commissary, phone, inmate medical, etc.) will be evaluated for staffing and operational/budgetary efficiencies.
2. Phase Two Services – Moseley Architects will evaluate the current justice center to determine the feasibility of adding space for corrections / court systems / law enforcement (sheriff) functions to the current site and neighboring properties that will meet the needs outlined in the Phase One document. This analysis will consider the personnel and all fixed costs involved in operating additional facilities at the same location. Phase Two services will also include analyzing and comparing other possible sites for a justice center of jail facility using the same criteria regarding the total space needs for corrections, court systems and law enforcement and the total development and operational costs.
3. Phase Three Services - Once a site is selected, Phase Three of the project will involve Moseley Architects preparing schematic design documents for the County to approve followed by construction drawings from which the project will be bid. Moseley Architects will coordinate the bidding of the project and the award of the construction contract. Upon County approval to move forward with construction,

Moseley Architects will assist the County with overseeing the construction of the facility. Additional services to be negotiated if needed/desired include Transition, Training, and Activation services, Policy and Procedure and PREA consulting, Interior FF&E Design, LEED and Energy Analytics, and enhanced “full-time” Construction Administration.

BACKGROUND OF THE PROJECT:

1. Hamblen County is located in eastern Tennessee, east of Knox County. The cities/towns of Morristown, Alpha, Russellville, Talbott, and Whitesburg are located within Hamblen County. According to the 2010 U.S. Census, 62,544 citizens reside within the county.
2. The main Hamblen County Jail and Justice Center was constructed in 1979 with additions in 2005 and 2008.
3. The jail has a certified capacity of 255; 185 beds for males and 68 beds for females. The jail was first decertified by the Tennessee Corrections Institute (TCI) for prisoner overcrowding was in September 2010.
4. In June, 2015, the jail was re-inspected by the TCI and numerous deficiencies were identified. The inmate population on the day of the inspection was 302. The average daily inmate population for the period of January 1, 2015 – June 23, 2015 was 333.
5. TCI noted deficiencies in the inspection report that included prisoner overcrowding, deficiencies in the physical plant, poor lighting and poor ventilation causing a continuous mold problem in the showers of the lockup section, as well as temperature control difficulties.
6. Due to prisoner overcrowding, insufficient square footage, toilet, sink, and shower ratios were noted throughout the jail facility.
7. Due to antiquated design and overcrowding, inmate sight and sound separation has become impossible to achieve in all areas of the jail. Prisoner overcrowding and antiquated facility design does not allow inmates with serious health conditions to be adequately separated from the general inmate population.
8. The jail complex includes a minimum security workhouse located in a separate building from the main lockup facility. It houses 40 of the 255 total beds.
9. The Justice Center portion of the facility houses administrative offices for the Sheriff's Department, the clerk of General Sessions/Circuit/Criminal Courts, Juvenile Court Services, and Community Service / Work Programs.
10. Court hearings are held at the Justice Center for General Sessions, Circuit, and Criminal Courts.
11. Current office, storage and meeting space is inadequate in size and configuration.
 - The Community Service office has three desks and two electrical outlets.
 - Attorneys often use the office to meet with clients before court.
 - The briefing room also serves as a grand jury room, backup court room and inmate classroom.
 - Additional space is needed for classrooms, attorney/client consultations, witness waiting areas, alternative sentencing assessments and an employee break room. Witnesses currently sit on benches in the hallway outside the criminal courtroom.

12. Security is an issue in the courtroom area.
 - Inmates appearing in Sessions and Criminal Court pass Exit doors (including the front door checkpoint) and walk through the public to get from the jail to the courtrooms. However, arraignments are presently conducted by video conferencing thus alleviating the need for prisoners to leave the jail area.
13. The current facility requires constant maintenance.
 - Maintenance staff spends 95% of its work time at the Justice Center and Jail.
 - The jail kitchen equipment was purchased in 2001 and is being replaced one piece at a time or repaired when feasible.
 - Kitchen services 1,000 meals/day, 7 days/week.
 - The building contains more than 100 toilet units and sinks that are constantly being repaired.
 - HVAC system was replaced in 2001 and is maintained by Trane.
 - The Justice Center roof was replaced in 2001.
 - Several video cameras were added to the existing system to improve security in 2012. Other needed improvements listed in jail inspection and fire marshal reports have been made from 2012-2015 with a cost totaling more than \$100,000.
 - Carpet in the General Sessions Courtroom was replaced in summer 2015.
 - New jail door locking systems were installed in fall 2015 replacing the original systems for a cost of approximately \$300,000.
14. The facility has inadequate parking for days when multiple courts are in session or when grand jury meets. Some people park at the courthouse (2 blocks away) and walk to the facility. Property along West Third North Street was purchased in May 2015 as a possible location for additional parking or other facility expansion.
15. Overhead attic storage is overloaded with evidence and clerk record. A weight study was conducted several years ago that indicated the storage area was holding too much weight.
16. A Physical Plant and operational Assessment and a Jail Staffing Study were conducted in 2010 and 2011 by County Technical Assistance Service (CTAS) Corrections Consultant Jim Hart.
17. A structural assessment of the building was completed in spring 2014. It found that the building is in good condition and recommended a few maintenance items to strengthen its trussing system.
18. A Criminal Justice Needs Assessment and Feasibility Study was completed by Carter, Goble, Lee Consultants in the spring of 2014. It provided court system and jail population projections for the next 20 years and provided the future

space needs for a justice center that included a jail, courtrooms, sheriff department offices, clerk's office, judge's offices, community corrections office and other justice system related functions.

19. Consultants hired by the National Institute of Corrections completed a Jail and Justice Systems Assessment in September 2015 after a team from Hamblen County attended the Planning of a New Institution (PONI) program at the NIC training academy in August 2015.

The effort required the tireless work and dedication of the following Hamblen County stakeholders that represented the Citizens Advisory Committee and the Justice Planning Committee:

- Bill Brittain – County Manager
- Paul Hyde – Citizens Committee Chairman
- Rita Turner
- Patrice Puglise
- Karen Goins
- Wayman Skelton
- Jim Bond
- Chris Harville
- Dean Haun
- Gary Johnson
- Wayne Mize – Chief Deputy
- Hugh Moore – Administrative Captain
- Teresa Laws – Jail Administrator
- Gerry Hambrick
- Terry Myers
- Teresa West
- Dana Wampler
- Glenna Howington

FINDINGS / OPTIONS DETERMINED IN PHASE ONE:

1. After a number of stakeholder meetings and data analysis was performed, an updated needs assessment determined that the County needs an approximate 400 – 500 bed facility to serve the next 15-20 years, and an ultimate planned size of approximately 650 beds beyond that time frame. “Core” spaces such as property storage, kitchen size, intake and booking areas, would be sized initially for the ultimate planned capacity of the facility. Refer to Section 2 of this report for the detailed jail space needs assessment document.
2. The size of a facility of this capacity is approximately 100,000 – 120,000 square feet, and will have a number of different housing types to address needed classification of inmates (male/female, minimum/maximum security, segregation, etc.). Refer to Section 3 of this report for the detailed Space Program document for a proposed new 396 bed/650 core **Option A**, and a 496 bed/650 core **Option B** version.
3. An **Option C** version of the Program document was also developed that would include replacement courtrooms and clerk space that would be vacated from the existing Justice Center and connected to the Jail Facility. This Option adds approximately 50,000 square feet to either Option listed above. Refer to Section 3 of this report for the detailed Space Program document.
4. **Option D.1** programmed a replacement Law Enforcement Center (LEC) in case the Justice Center was to be re-purposed or demolished. The replacement LEC could be co-located at a remote site as well. The needs of the Sheriff total approximately 27,000 square feet and include Narcotics Division, CID, Patrol Division, and Sheriff’s Administration spaces. **Option D.2** explored the potential cost of renovating vacated Justice Center space once the courts, clerk, and jail functions were replaced elsewhere for Sheriff’s office and juvenile programs use. The estimated cost to renovate is found in Section 5.
5. An **Option E** and **Option F** analysis explored trying to fit the new justice building adjacent to the current justice facility – either to the east or west of the existing building. A multi-story option was developed that places the jail offices and core spaces on the lower level and jail housing above it. The images in Section 4 illustrate that with purchase of additional property, the building would fit, but no land would be available for the desired containment yard. Future expansion would be limited. Elevators would be required, and the housing units would be more staff-intensive to operate. Option E is 400 initial beds and Option F is 496 initial beds (similar to the bed count for Options A and B).
6. **Option G** explored the potential cost savings to reduce the jail “core” spaces to ultimately accommodate 500 beds versus the recommended 650 bed size. The resultant analysis determined that approximately 4,000 square feet could be cut at a savings of **\$1,206,893.00** to the project, but may hinder future operations should the jail capacity surpass 500 as our needs projections suggest.

7. Our team also toured and evaluated the existing Justice Center to determine whether a jail expansion could be attained on existing properties on site. It became immediately apparent that a preferred single level facility (operationally more efficient and safe) would not fit on the existing campus. A vertical facility may be able to fit, but subsequent parking and access issues, as well as difficulty in future expansion again made this option unfeasible. It was recommended by the team that a replacement detention facility be located on a remote site of 15-20 acres with good access to utilities and located as central to the existing historic courthouse as possible. The existing Justice Center analysis also identified the need to relocate the two courtrooms and clerks space if possible to free up room for the Sheriff, Juvenile Court Services, and Community Service / Work Programs functions to expand into. An additional two courtrooms were programmed to accommodate future caseload growth for the County. The abandoned detention space could be repurposed for evidence storage and clerk aging record storage as well. The relocation of the two courtrooms would ideally be located contingent with the new detention facility, creating a “Justice Facility” campus where inmates would have a connected, secure path to Court, and only be transported by vehicle to the Historic Courthouse that would remain in use. Refer to Section 3 for the Option C Space Program with Court Spaces.
8. After our Draft Study presentation to the County, our team explored several project scope and site location variations, which resulted in a preferred **Option J** which is attached to this executive summary document. This option consists of an approximate 450 bed jail facility with four courtrooms (one shelled in) to be located adjacent to the current facility downtown. The total projected project cost for this option is **\$34,977,830.00**.

FINDINGS / OPTIONS DETERMINED IN PHASE TWO:

1. Once the seven options were determined, our team produced schematic plans and renderings (Section 4) and cost estimates (Section 5) for each of the options noted from Phase One.
 - **Option A** is comprised of a “radial” observation model that allows two control “towers” to observe the 396 bed initial capacity of this version. Housing units would consist of 1 maximum security male unit of 20 beds, 2 medium/maximum security female units of 32 beds each, 2 medium/maximum security juvenile/segregation units of 16 beds each, 5 male general population units of 40 beds each, and 2 male minimum security dormitories of 40 beds each – for a total capacity of 396 beds.
Option A total estimated cost: \$33,740,400.00
 - **Option B** is comprised of a “radial” observation model that allows two control “towers” to observe most of the 496 bed initial capacity of this version. One other remote Juvenile housing unit of 16 beds is also provided per Prison Rape Elimination Act (PREA) guidelines. Housing units would consist of 1 maximum security male unit of 24 beds, 2 medium/maximum security female units of 40 beds each, 2 medium/maximum security segregation units of 20 beds each, 5 male general population units of 48 beds each, and 2 male minimum security dormitories of 48 beds each – for a total capacity of 496 beds.
Option B total estimated cost: \$38,520,315.00
 - **Option C** includes approximately 50,000 additional square feet that includes two juried large courtrooms to seat 150, and two non-juried courtrooms to seat 75, associated judge chambers and support space, vehicle sally-port, prisoner court holding, and clerk’s office work space.
Option C total estimated cost addition: \$14,371,770.00
 - **Option D.1** and **Option D.2** includes replacement space for the Sheriff’s administration, Patrol Division, CID, Narcotics Division, and support spaces to be located at a remote site or the current Justice Center campus. Option D.1 is the replacement facility and a cost estimate only

for Option D.2 considered leaving the Sheriff at the current location and renovating existing vacated space formerly used for the jail, courts, and clerk once those functions were replaced.

Option D.1 total estimated cost addition: \$6,669,270.00

Option D.2 total estimated cost addition: \$3,341,185.00

- **Option E** explored the potential of locating a replacement jail adjacent to the current Justice Center site, either to the west or east of the current building. Due to the tight site constraints, a vertical, multistory design is required, placing the jail core functions on the ground floor and jail housing on upper floors. Option E consists of 400 initial beds with a 650 bed core, similar to the program of Option A. Housing design had to be placed side-by-side rather than the radial format to save footprint, but increases overall square feet due to stairs, elevators and additional hallways, and also reduces staffing efficiencies quite substantially.

Option E total estimated cost: \$37,654,450.00

- **Option F** explored the potential of locating a replacement jail adjacent to the current Justice Center site similar to Option E, either to the west or east of the current building. Due to the tight site constraints, a vertical, multistory design is required, placing the jail core functions on the ground floor and jail housing on upper floors. Option E consists of 496 initial beds with a 650 bed core, similar to the program of Option B. Housing design had to be placed side-by-side rather than the radial format to save footprint, but increases overall square feet due to stairs, elevators and additional hallways, and also reduces staffing efficiencies quite substantially.

Option E total estimated cost: \$42,510,050.00

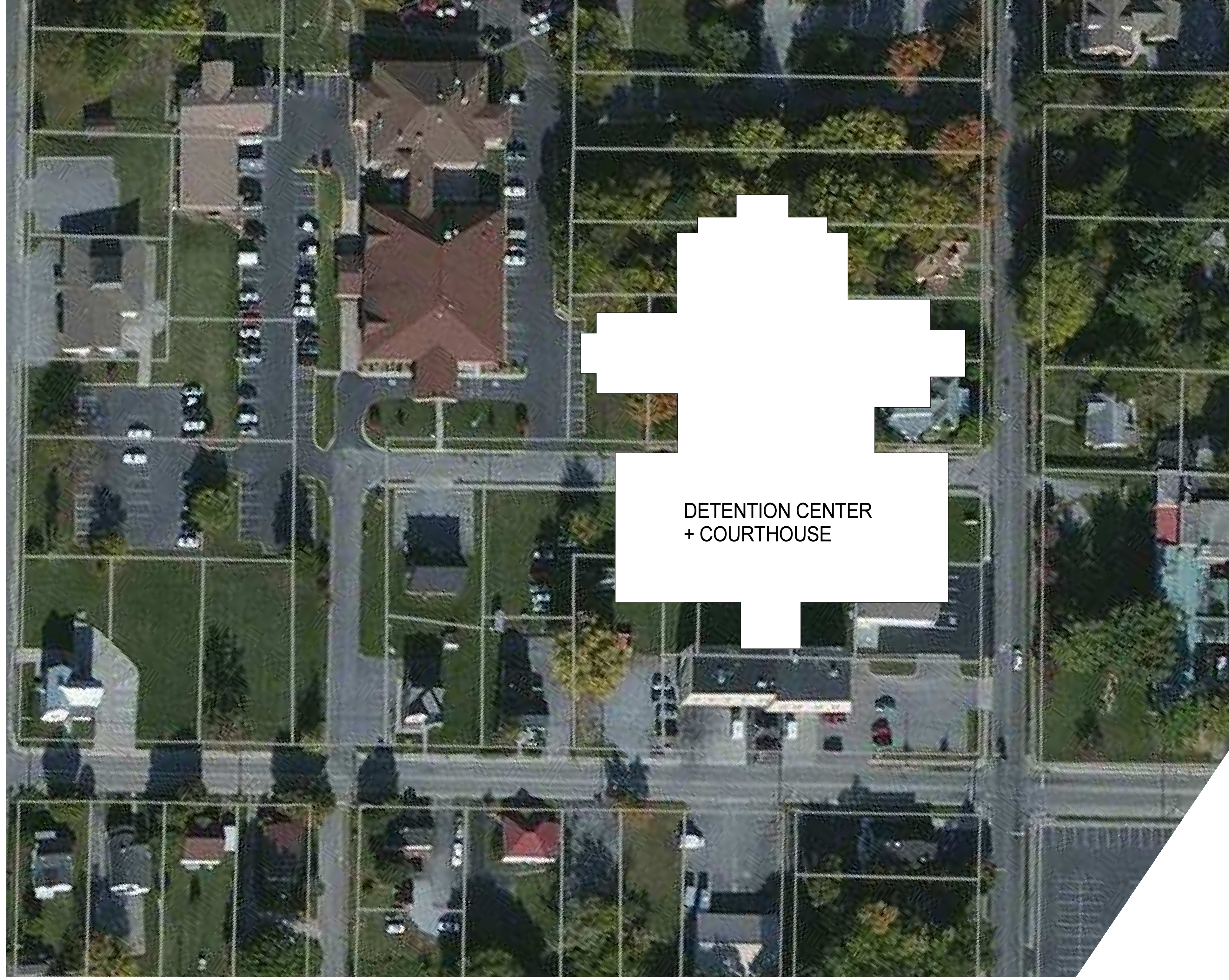
- **Option G.1** and **Option G.2** explored the potential of reducing the jail “core” spaces such as the size of the kitchen, property storage, intake and booking, medical, etc. Option G.1 separated the original 650 bed core spaces as a means of comparison and it is approximately 29,115 square feet in size. Option G.2 reduced the core capacity to 500 beds and is approximately 25,000 square feet. The net savings for reducing the core size would be approximately **-\$1,206,900.00** and cuts approximately 4,000 square feet out of the core of the jail facility.

Option G.1 total estimated “core” cost: \$8,974,612.00

Option G,2 total estimated reduced “core” cost: \$7,767,720.00

(Note: these costs are included as part of the total cost for Options A,B,E, and F)

- **Option J** - After our Draft Study presentation to the County, our team explored several project scope and site location variations, which resulted in a preferred Option J which is attached to this executive summary document. This option consists of an approximate 450 bed jail facility with four courtrooms (one shelled in) to be located adjacent to the current facility downtown. The total projected project cost for this option is **\$34,977,830.00**.



OPTION K SITE PLAN

PROJECT NO.	DATE
560230	MARCH 10, 2017
REVISIONS	
DATE	DESCRIPTION

HAMBLÉN COUNTY PUBLIC SAFETY FACILITY

HAMBLÉN COUNTY, TENNESSEE
MORRISTOWN, TENNESSEE

PROGRESS
PRINT NOT FOR
CONSTRUCTION

**PROGRESS
 PRINT NOT FOR
 CONSTRUCTION**

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

**HAMBLEN COUNTY, TENNESSEE
 MORRISTOWN, TENNESSEE**

PROJECT NO:	DATE:
560230	SEPTEMBER 9, 2016
REVISIONS	
DATE	DESCRIPTION

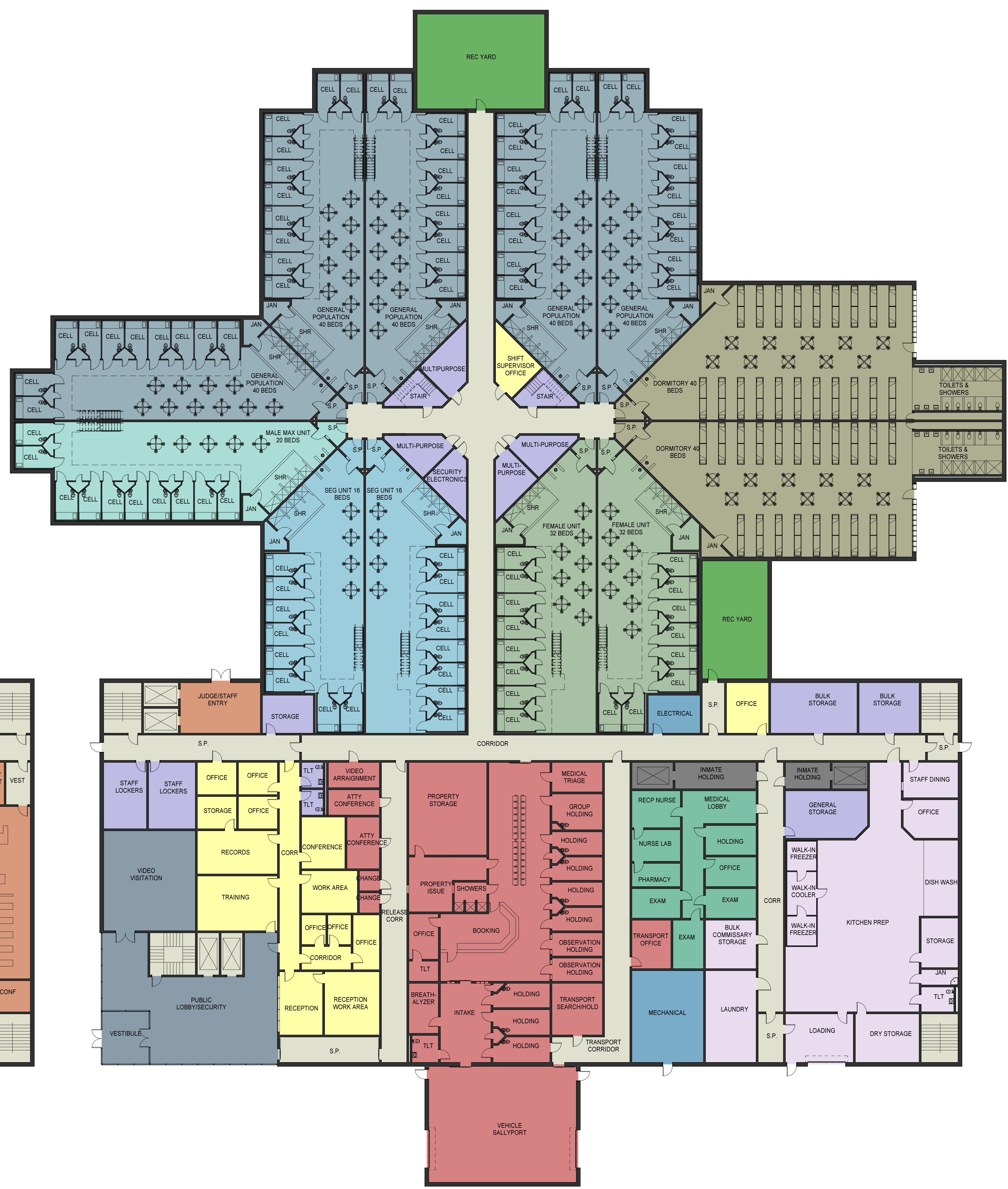
OPTION K

A2.01K

- DEPARTMENT LEGEND**
- ADMINISTRATION
 - CIRCULATION
 - COURT HOLDING
 - COURTHOUSE
 - DORMITORY
 - FEMALE HOUSING UNIT
 - GENERAL POPULATION - MALE
 - INTAKE/BOOKING/PROPERTY
 - KITCHEN/LAUNDRY
 - MAXIMUM CUSTODY - MALE
 - MEDICAL
 - MEP
 - PUBLIC LOBBY
 - REC YARDS
 - SEGREGATION HOUSING UNIT
 - STAFF/BLDG SUPPORT



SECOND FLOOR PLAN



FIRST FLOOR PLAN



OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: Option J - 448 Bed Detention Facility with
 Project #560230 Courts & Existing Justice Center Renov.

Date: February 13, 2017
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New Jail Construction - "conditioned" square feet	80,000	SF	\$250.00	\$20,000,000.00
2	Jail Vehicle Sallyport	1,500	SF	\$175.00	\$262,500.00
3	Jail Outdoor Recreation Yards	2,000	SF	\$200.00	\$400,000.00
4	New Court Space - 3 finished courts and 1 shelled-in court	29,000	SF	\$225.00	\$6,525,000.00
5	Site Development	N/A	SF	lump sum est.	\$1,000,000.00
6	Renovate Existing Justice Facility for County Space Needs	21,600	SF	\$50.00	\$1,080,000.00
7	Construction / Design Contingency	N/A	SF	2.50%	\$731,687.50
8	Cost Escalation Contingency			2.50%	\$749,979.69
	Subtotal				\$30,749,167.19
	Estimated Construction Cost - Building and Sitework	134,100	SF	\$229.30	\$30,749,167.19
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.00%	\$614,983.34
2	Site Survey, Geotechnical and Construction Testing	N/A	N/A	0.50%	\$153,745.84
3	Misc. Fees / Costs	N/A	N/A	8.00%	\$2,459,933.38
4	Property Acquisition / Demolition / Enviromental Testing	20	acres	\$50,000.00	\$1,000,000.00
	Subtotal				\$4,228,662.55
	OPTION J - 448 Bed Jail + Court Space "reduced" SF				
	TOTAL ESTIMATED PROJECT BUDGET				\$34,977,829.74
	Notes: Reduced dayroom design option				
	Housing units - 2 levels with "radial spoke" design				
	Housing units to consist of:				
	1 - maximum security male unit - 40 beds				
	2 - med./max. security female units - 32 beds each				
	2 - med/max. security juvenile seg. units - 32 beds each				
	5 - male/female general population units - 40 beds each				
	2 - male minimum security dormitories - 40 beds each				
	3 - small courtrooms and 1 large courtroom				
	Existing Justice Center to be renovated for Sheriff's use				
	Juvenile and Community Services, and Treatment				

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

Hamblen County TN

Jail/Justice Center Project

Questions from Commissioners

- 1) We need to start with a structure sufficient to handle business for at least ten years, plan for needs in 10-20-30 years. (TW) **Agreed. The Option J includes a maximum capacity of 448 beds and the ability to add future housing as needed.**
- 2) Design should stress efficiency vs appearance. (TW) **Agreed. Will use durable exterior materials (brick and block) – nothing too fancy.**
- 3) We need to have a safe entrance and exit for prisoners going to and from court to jail with no access to public. (TW) (HS) **Agreed. Option J uses same vehicular sally-port as the jail. Much safer and secure for inmate movement.**
- 4) We should design facility using the minimal requirements. (HS) **We will meet minimum State standards for detention facility design during the formal design phases to follow. So noted.**
- 5) Could the plans for option F be designed so that the control rooms for the second floor be in the center of the housing areas rather than on one side? (HS) (RE). **Refer to revised option J.2 for a “radial” design in the downtown location beside the existing justice center.**
- 6) Could the sheriff’s area and even the clerk’s area in the existing building be relocated and those areas be used for renovated court rooms including a new small court room? Maybe a two story addition could be built on the north side of the current facility putting the sheriff’s department on the lower level and the clerk’s quarters on the top level adjacent to the court rooms. **Yes, this is a possibility but given the need to secure movement, etc. option J adds courtrooms at the new jail without having to transport. Abandoned courtrooms at the justice center can be renovated for needed law enforcement and juvenile program space.**
- 7) Parking seems to be a major concern. Why not buy all the property to the west of the current facility including the Rescue Squad building and use that for parking? (HS) **Not able to answer this issue.**
- 8) Why are we asking the architects to build to the future potential requirements instead of putting the budget together and ask them to build to the budget? (RD) **Not able to answer this issue. We will do as instructed as we work at the pleasure of the Board.**
- 9) Can we use the existing annex for a women’s facility, upstairs and downstairs and could it be expanded at a later date? (RE) **This is possible, but will be more staff intensive (ie more staff to hire and pay for) operating essentially 2 jail facilities rather than one operational facility.**
- 10) If we use the existing annex for the women’s facility, would we not be able to build a single story structure for the men’s facility with 250-275 beds and kitchen, laundry, booking, etc. (RE) **See response to #9**

- 11) Why is the sheriff's office 27,000 sq ft when the current justice center is approximately 13,000 sq ft on the main level? (RE) **The program identified what is needed, not only now but in 15+ years from now.**
- 12) Could we look at converting the current justice center to the sheriff's offices and build new courtrooms and clerk's offices? (RE) **Yes – refer to Option J**
- 13) Would adding a new public area at the front of the current justice center help with security and aid in controlling traffic flow in the halls outside the courtrooms.? (RE) **Yes – it would help, but still would have crossing of prisoners and public – not recommended.**
- 14) If we remodel and add on to the existing jail, what would be the life expectancy? If only 10-15 years, you are spending 30 million, not very practical. (DW) **Our evaluation resulted in a recommendation to build a new core and beds that meet standards. The existing beds are in such a state of disrepair and age that constant maintenance will be required. To comply with the new jail standards and codes would be costly as well. We recommend the existing center become more office and storage use – this will allow the building to survive longer in life span.**

Historical Trends in Average Daily Detention Center Populations

An analysis of the historical trends the Hamblen County Jail’s average daily population (ADP) can serve as a great indicator of the need for future bed-space and subsequent new jail construction. The ADP reflects the average number of offenders being housed and is used to establish a baseline figure for future bed-space needs. The ADP for Hamblen County Jail over the past ten (6) years is reflected in Table I below:

Table I	
YEAR	ADP
2011	332.57
2012	330.6
2013	318.63
2014	338.36
2015	322.14
2016	390.0

As indicated by these figures, the ADP has averaged 338.7 over the 6-year study period. The ADP has consistently exceeded rated capacity every year. This growth rate is also consistent with the growth in the general population of the County. It must be stressed that these figures are only representative of the **average** daily population. The numbers contained in Table I do not reflect times when the population was much higher than the recorded average, called “peaks,” or times when it was much lower, which are classified as “valleys.” When considering the total number of new beds needed, whether to construct a new facility, or add bed-space to your existing facility, peaking must be considered. Adjusting for peaking factors will allow the County to reasonably accommodate the large number of inmates that may be admitted at certain times. This is especially true when peaks occur with some degree of frequency. Furthermore, it is extremely advisable that planning for sufficient housing at times when the offender population has peaked is provided for. Often, local government officials fail to accommodate for these peaks and find themselves faced with costly lawsuits filed by inmates claiming the conditions of confinement are inadequate due to overcrowding.

Hamblen County TN, Jail Bed Need Projections

Hamblen County Population Projections provide by TN population Census	
YEAR	POPULATION
2020	64,053
2025	65974
2030	67887
2035	69808
2040	71762

Offender Admissions (Bookings)

One of the first steps in computing long-range projections is to calculate the **projected ADP** for the local correctional system. This requires information related to the historical and projected number of offender admissions and the average length of stay (ALOS) of inmates. To compute the number of **projected admissions**, the historical number of admissions must be determined. The below chart indicates historical admissions as well as historical county population for that corresponding period.

Table II		
YEAR	Number of Offenders Admitted	Co Population
2011	5123	62841
2012	5124	62748
2013	4925	63074
2014	5047	63036
2015	4904	62980
2016	4693	63,785

Hamblen County TN, Jail Bed Need Projections

From the information reflected in Table II above, a projected admission rate for the Hamblen County Jail can be calculated. This is computed by dividing the County’s population for the years 2011-2016 by the admissions into the jail and multiplying the result by 10,000 to obtain the overall admission rate for each 10,000 population. Normally the highest admission rate is then multiplied by projected County populations and divided by 10,000 to derive the projected offender admissions from 2020-2040.

Table III below reflects the historical (or actual) admission rates and projected admission for the Hamblen County Jail.

Table III	
Actual Admission Rates 2006-2015	
Year	Admission Rate
2011	815.23
2012	816.59
2013	780.83
2014	800.65
2015	778.66
2016	735.75
Projected Admissions in 5 yr Increments through 2040 using Admission rate of (816.59)	
2020	5231
2025	5387
2030	5544
2035	5701
2040	5860

Average Length of Stay (ALOS)

Determining the Average Length of Stay (ALOS) is critical to bed-space projections. While the number of offender admissions is a factor used to project future bed-space needs, the ALOS has a greater impact on bed-space. The amount of time that inmates are incarcerated while awaiting trial directly impacts available space and forecasted future needs. The longer the ALOS, the greater is the need for bed-space.

The average length of incarceration for an offender prior to release can be shown below in Table IV.

Table IV	
Hamblen County's Average Length of Stay (ALOS)	
2011	23.69
2012	23.57
2013	23.64
2014	24.44
2015	23.96
2016	30.33

In this case, the ALOS was 24.93 days during the 6-year study period. Due to the importance that ALOS plays in bed-space projections, all efforts should be made to reduce the amount of time that inmates are incarcerated prior to trial and sentencing, especially after additional beds are available.

The increase at times in the ALOS does not necessarily indicate slowdowns in your criminal justice system. The offender type has changed greatly over the past 6 years. The number of offenders that are charged with more serious crimes has increased, which has caused longer incarceration times and ALOS may increase. Normally this causes the jail to become overcrowded. To relieve overcrowding, lesser offenders are expedited through the system, which also has an impact on increased ALOS.

During this 6-year period Hamblen County's ALOS is slightly higher than some other counties we have seen. It is obvious that the jail staff has been staying on top of inmate population and has taken measures to help maintain a constant level. This may have been achieved by great communication between the Detention Center and the courts/ DA's office. This is a very time intensive task and must be addressed daily to maintain a manageable population.

Projected Detention Center Capacity

The ADP alone cannot be used to determine the total bed-space requirements. Additional space must be allocated to include peak admissions (highest admissions) and classified bed space for specific categories of inmates. To accommodate these occasions, a peaking factor must be determined. Dividing the highest average one-day population to date by the ADP for that period provides the peaking factor. The peaking ratio for the Hamblen County Jail averaged 1.10 during the study years. This was used to calculate the number of beds needed for peaking. Calculation of the peaking ratio is shown in Table V below.

Table V			
Hamblen County Jail Calculation of Peaking Ratio			
YEAR	ADP for Study Year	Highest Population for Study Year	Peaking Ratio
2011	332.57	361	1.09
2012	330.60	347	1.05
2013	318.63	352	1.11
2014	338.36	386	1.14
2015	322.14	364	1.13
2016	390	391	1.0

Classification

Separate housing is needed for such reasons as disciplinary, separating co-defendants, protective custody, medical isolation, etc. This additional space, referred to as “classified” is calculated by adding an additional 20% to the forecasted number. The ADP, coupled with the peak and classified factors, provides the basis for determining the actual number of beds that will be needed, provided there are no changes in sentencing or other confinement laws that impact bed needs.

Table VI illustrates projected ADP for the Hamblen County Jail, the classified population (ADP increased by 20%), and the peaked and classified population (classified multiplied by the peaking ratio) projections through the year 2040. These projections reflect the future growth of the Hamblen County Jail.

The table assumes that everything stays the same in the criminal justice system and that there are no changes in sentencing laws.

Table VI				
Hamblen County Forecasted Population using ALOS of 24.44				
YEAR	FORECASTED ADP	CLASSIFIED ADP (+20 %)	PEAKED ADP	CLASSIFIED & PEAKED
2020	350.23	420.28	1.10	463.30
2025	360.74	432.88	1.10	477.19
2030	371.20	445.44	1.10	491.03
2035	381.70	458.04	1.10	504.93
2040	392.38	470.86	1.10	519.06

The classified and peaked projections reflect the highest offender population that the Hamblen County Jail may expect to have on any given day. This is the worst-case scenario, allowing for proper classification and separation developments, not the average. The forecasted and classified projections are more likely to reflect the actual number of detainees being housed in Hamblen County Jail.

Based on the projections above, a total of 519 beds would be needed to meet the classification and peaking requirements through the year 2040. Should jail use increase significantly or should Hamblen County grow faster than state projections suggest, jail bed space needs could grow at a much faster rate. Growth should expect to exceed these projections should the ALOS or the number of admissions increase. The overall county population growth is growing at a consistent pace and it would not be uncommon to see jail growth trends follow suit.

Conclusion/Recommendation:

The Hamblen County Jail has a rated capacity of 255 with an operational capacity of 191.25. Over the past 5 years the jail population has exceeded on average the operational capacity all 5 years as well as the rated capacity. Based on standards from the National Institute of Corrections, to properly classify the inmate population, the jail is full at 75% to 80% of rated capacity (which is 191.25.) Although the Detention Center and Criminal Justice System in Hamblen County has done an excellent job to maintain lower jail population, it is easy to see that overcrowding has been a constant problem.

Hamblen County TN, Jail Bed Need Projections

This Jail population analysis and projections, was produced using a methodical method following NIC guidelines that included previous site visits; the collection of jail data, admissions, release, and average daily populations over a 6-year period; classification concerns; high and low daily populations; and additional jail data. No consideration was given to potential confinement law changes, sentencing law changes, etc., but on standards, rules, and laws where historical data was available. County population projections were collected from the TN Census and were used in these projections. Historically these county population projections are very conservative and often surpassed in true county population growth. As such, bed need projections found in this study are also conservative. Utilizing the projected bed need using the ALOS along with the conservative projections in county population growth may result in overcrowding well before the projected date, therefore utilizing the projections in Table VI, our recommendation is to allow for a minimum of a 519 bed facility as projected, with an understanding that should any laws change dealing with confinement terms that this number may increase, or if the number of admission and the ALOS should decrease that this number could be less than projected. It should also be noted that Hamblen County's female inmate population is increasing faster than the male population which is projected to be in the 25-30% of the overall bed needs. This increase in female inmate population is being identified not only in Hamblen but across the country as well.

Section 3 – Detailed Program of Spaces

SECTION 3.1 – OPTION A, 650 BED NEW CORE AND 396 NEW JAIL BEDS:

This program represents a current projected jail bed need on a new or adjacent site. The existing detention beds would be either re-purposed or demolished as the cost to bring up to current jail standards is prohibitive.

**HAMBLLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 396 initial beds. Option A**

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF	
1.1 INTAKE / BOOKING / MEDICAL / COURT				
Vehicle Sallyport	1	3,000	3,000	locate near intake/booking area
Inmate Receiving Area/Search/Sobriety Test.	1	500	500	paperwork counter and bench for inmates
Breathalyzer Room	1	130	130	
Intake Group Holding Cell	1	120	120	
Intake Holding Cell	2	70	140	
Officer Toilet - Intake	1	60	60	
Future Magistrate Visit Room (3 stations on inmate side)	1	100	100	need secure transaction windows
Future Magistrate Lobby (2 public window stations)	1	200	200	Enter into from primary public lobby area
Future Magistrate Clerical Area	1	150	150	2 transaction windows to public lobby
Future Magistrate Office Area	1	250	250	1 secure transaction window to release corridor
Future Magistrate Storage Closet	1	30	30	
Future Magistrate Toilet	1	60	60	
Future Magistrate Break Room	1	100	100	
Booking / Intake Processing Desk	1	250	250	transaction window to release corridor
Office - Records	1	120	120	adjacent to booking desk
Booking Area Watch Cell with Vestibule	2	100	200	remote activated floor toilets - negative pressure
Standard Holding Cell	4	100	400	
Large Group Holding Cell	1	250	250	
Small Holding Cell	2	70	140	
Waiting - Soft Booking	1	1,800	1,800	
Shower / Dress Out	1	130	130	includes 3 showers and transaction to issue area
Property Issue and Receiving Area	1	250	250	includes washer and dryer
Property Storage Secure Room	1	800	800	incorporates high density storage units
Janitor Closet	1	50	50	
Transport Office	1	100	100	
Transport Holding Cell	2	70	140	
Transport Sallyport	1	120	120	direct access to vehicle sallyport
Medical Triage / Interview Room	1	150	150	
Medical Nurse Office	2	100	200	locate near intake area
Medical Inmate Holding Room	1	175	175	
Medical Nurse / Reception Office	1	250	250	
Medical Nurse Lab	1	200	200	
Medical Pharmacy / Records	1	225	225	
Staff Toilet	1	60	60	
Shower	1	40	40	
Inmate Toilet	1	60	60	
Exam Room	3	160	480	

HAMBLEN COUNTY PUBLIC SAFETY FACILITY			
Program with 650 core. Total 396 initial beds. Option A			
Inmate Video Arraignment Room	1	140	140
Inmate / Attorney Conference Room	1	140	140
Release Change-out Room	2	40	80
Release Corridor	1	600	600
Subtotal - Intake/ Booking/ Medical/ Courts			12,390
1.2 KITCHEN/ SERVICE			
Loading Receiving Vestibule	1	200	200
Can Wash	1	30	30
Staff Toilet	1	50	50
Janitor	1	40	40
Dry Storage	1	160	160
Storage	1	100	100
Walk In Freezer	2	90	180
Walk In Cooler	1	125	125
Kitchen Preparation / Serving	1	2,000	2,000
Dishwashing	1	225	225
Office	1	160	160
General Storage	1	600	600
Staff Break / Dining	1	300	300
Tray Storage	1	150	150
Laundry	1	350	350
Commissary Storage	1	275	275
Subtotal - Kitchen			4,945
1.3 JAIL ADMINISTRATION / SUPPORT			
Entry Vestibule	1	120	120
Public Lobby / Waiting	1	800	800
Reception Desk with Work Area	1	150	150
Public Toilets	2	120	240
Video Visitation Room (Public)	1	1,200	1,200
Attorney Visit Waiting Room	1	90	90
Attorney Secure Visit Window	2	40	80
Inmate / Attorney Visit Window	2	40	80
Administrative Work Area	1	250	250
Administrative Records Office	1	350	350
Sergeant Office - Administration	1	120	120
Training Office	1	120	120
Staff Training Room	1	800	800
Administration Conference Room	1	250	250
Staff Toilets / Lockers	2	160	320

locate beside corridor out of kitchen area
keep on exterior wall

secure ballistic glazing and transaction windows

locate near training room

**HAMBLLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 396 initial beds. Option A**

Staff Breakroom / Muster	1	200	200	
Jail Administrator Office - Captain	1	175	175	
Assistant Jail Administrator Office - Lieutenant	1	120	120	
Shift Supervisor Office - Sergeant	1	120	120	locate on secure inmate side of facility
Security Electronics Room	1	300	300	
Communications Closet	1	100	100	
Electrical Room	1	175	175	
Mechanical Room	1	600	600	
Sprinkler Room	1	125	125	
Small Storage Room	3	100	300	
Large Storage Room (Housing Area)	1	200	200	
Housing Multipurpose Room	4	300	1,200	
Housing large Multipurpose Classroom	1	600	600	
Control Room	2	500	1,000	one control room will serve as Master Control
Control Room Toilet	2	60	120	
Subtotal - Jail Administration / Support			10,305	
1.4 DETENTION HOUSING				
1. Mens Unit - Maximum Security (20 cells single use)	20	90	1,800	Size cells for double occupancy (up to 40)
Dayroom	1	2,000	2,000	Size dayroom for up to 40 inmates
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	Sized for 40 if used as a doubled unit
Exterior Recreation	1	600	600	
2. Mens Unit - Medium Security (20 cells - house 40)	20	90	1,800	Size cells for double occupancy
Dayroom	1	2,000	2,000	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	
Exterior Recreation	1	600	600	
3. Mens Unit - Medium Security (20 cells - house 40)	20	90	1,800	Size cells for double occupancy
Dayroom	1	2,000	2,000	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	
Exterior Recreation	1	600	600	
4. Mens Unit - Medium Security (20 cells - house 40)	20	90	1,800	Size cells for double occupancy

**HAMBLÉN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 396 initial beds. Option A**

Dayroom	1	2,000	2,000	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	
Exterior Recreation	1	600	600	
5. Mens Unit - Medium Security (20 cells - house 40)	20	90	1,800	Size cells for double occupancy
Dayroom	1	2,000	2,000	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	
Exterior Recreation	1	600	600	
6. Mens Unit - Medium Security (20 cells - house 40)	20	90	1,800	Size cells for double occupancy
Dayroom	1	2,000	2,000	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	
Exterior Recreation	1	600	600	
7. Male Dormitory Unit - Minimum Security (40 beds)	40	40	1,600	use single beds - no bunks
Dayroom	1	2,000	2,000	
Video Visitation Cubicles	6	40	240	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Toilet / Shower Area	1	320	320	
Exterior Recreation	1	600	600	
8. Male Dormitory Unit - Minimum Security (40 beds)	40	40	1,600	use single beds - no bunks
Dayroom	1	2,000	2,000	
Video Visitation Cubicles	6	40	240	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Toilet / Shower Area	1	320	320	
Exterior Recreation	1	600	600	
9. Female Unit - Maximum Security (16 cells - 32 beds)	16	90	1,440	Size cells for double occupancy
Dayroom	1	1,600	1,600	
Video Visitation Cubicles	3	40	120	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	4	40	160	

HAMBLEN COUNTY PUBLIC SAFETY FACILITY			
Program with 650 core. Total 396 initial beds. Option A			
Exterior Recreation	1	400	400
10. Female Unit - Medium Security (16 cells - 32 beds)	16	90	1,440
Dayroom	1	1,600	1,600
Video Visitation Cubicles	3	40	120
Security Vestibule	1	50	50
Janitor	1	50	50
Showers	4	40	160
Exterior Recreation	1	400	400
11. Juvenile or Segregation Unit - (16 cells - 16 beds)	16	90	1,440
Dayroom	1	1,600	1,600
Video Visitation Cubicles	3	40	120
Security Vestibule	1	50	50
Janitor	1	50	50
Showers	4	40	160
Exterior Recreation	1	400	400
12. Juvenile or Segregation Unit - (16 cells - 16 beds)	16	90	1,440
Dayroom	1	1,600	1,600
Video Visitation Cubicles	3	40	120
Security Vestibule	1	50	50
Janitor	1	50	50
Showers	4	40	160
Exterior Recreation	1	400	400
Subtotal -Housing			54,160
NET TOTAL SQUARE FEET - JAIL SPACES			81,800

Size cells for double occupancy

Size cells for double occupancy (up to 32 beds)

Size cells for double occupancy (up to 32 beds)

HAMBLÉN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 396 initial beds. Option A

HAMBLLEN COUNTY 396 BEDS, 650 CORE PUBLIC SAFETY FACILITY SPACE SUBTOTALS OPTION A - SUMMARY OF SPACE REQUIREMENTS:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 INTAKE / BOOKING / MEDICAL / MAGIST	12,390	1.35	16,727
1.2 KITCHEN/ SERVICE	4,945	1.35	6,676
1.3 JAIL ADMIN. / SUPPORT	10,305	1.35	13,912
1.4 DETENTION HOUSING	54,160	1.25	67,700
SUBTOTAL DETENTION	81,800		105,014
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.28	
EST. TOTAL SQUARE FOOTAGE		78%	105,014
(Total Base NSF/Total Building GSF)			
Comments:			

Section 3 – Detailed Program of Spaces

SECTION 3.2 – OPTION B, 650 BED NEW CORE AND 496 NEW JAIL BEDS:

This program represents a projected jail bed need for the year 2031 (a 15 year projected need) on a new or adjacent site. The existing detention beds would be either re-purposed or demolished as the cost to bring up to current jail standards is prohibitive. This option is detention facility only.

**HAMBLLEN COUNTY JAIL - SPACE PROGRAM
Program with 650 core. Total 496 initial beds. Option B**

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF	
1.1 INTAKE / BOOKING / MEDICAL / MAGISTRATE				
Vehicle Sallyport	1	3,000	3,000	locate near intake/booking area
Inmate Receiving Area/Search/Sobriety Test.	1	500	500	paperwork counter and bench for inmates
Breathalyzer Room	1	130	130	
Intake Group Holding Cell	1	120	120	
Intake Holding Cell	2	70	140	
Officer Toilet - Intake	1	60	60	
Future Magistrate Visit Room (3 stations on inmate side)	1	100	100	need secure transaction windows
Future Magistrate Lobby (2 public window stations)	1	200	200	Enter into from primary public lobby area
Future Magistrate Clerical Area	1	150	150	2 transaction windows to public lobby
Future Magistrate Office Area	1	250	250	1 secure transaction window to release corridor
Future Magistrate Storage Closet	1	30	30	
Future Magistrate Toilet	1	60	60	
Future Magistrate Break Room	1	100	100	
Booking / Intake Processing Desk	1	250	250	transaction window to release corridor
Office - Records	1	120	120	adjacent to booking desk
Booking Area Watch Cell with Vestibule	2	100	200	remote activated floor toilets - negative pressure
Standard Holding Cell	4	100	400	
Large Group Holding Cell	1	250	250	
Small Holding Cell	2	70	140	
Waiting - Soft Booking	1	1,800	1,800	
Shower / Dress Out	1	130	130	includes 3 showers and transaction to issue area
Property Issue and Receiving Area	1	250	250	includes washer and dryer
Property Storage Secure Room	1	800	800	incorporates high density storage units
Janitor Closet	1	50	50	
Transport Office	1	100	100	
Transport Holding Cell	2	70	140	
Transport Sallyport	1	120	120	direct access to vehicle sallyport
Medical Triage / Interview Room	1	150	150	
Medical Nurse Office	2	100	200	locate near intake area
Medical Inmate Holding Room	1	175	175	
Medical Nurse / Reception Office	1	250	250	
Medical Nurse Lab	1	200	200	
Medical Pharmacy / Records	1	225	225	
Staff Toilet	1	60	60	
Shower	1	40	40	
Inmate Toilet	1	60	60	
Exam Room	3	160	480	

HAMBLEN COUNTY JAIL - SPACE PROGRAM

Program with 650 core. Total 496 initial beds. Option B

Inmate Video Arraignment Room	1	140	140
Inmate / Attorney Conference Room	1	140	140
Release Change-out Room	2	40	80
Release Corridor	1	600	600
Subtotal - Intake/ Booking/ Medical/ Magistrate			12,390
1.2 KITCHEN/ SERVICE			
Loading Receiving Vestibule	1	200	200
Can Wash	1	30	30
Staff Toilet	1	50	50
Janitor	1	40	40
Dry Storage	1	160	160
Storage	1	100	100
Walk In Freezer	2	90	180
Walk In Cooler	1	125	125
Kitchen Preparation / Serving	1	2,000	2,000
Dishwashing	1	225	225
Office	1	160	160
General Storage	1	600	600
Staff Break / Dining	1	300	300
Tray Storage	1	150	150
Laundry	1	350	350
Commissary Storage	1	275	275
Subtotal - Kitchen			4,945
1.3 JAIL ADMINISTRATION / SUPPORT			
Entry Vestibule	1	120	120
Public Lobby / Waiting	1	800	800
Reception Desk with Work Area	1	150	150
Public Toilets	2	120	240
Video Visitation Room (Public)	1	1,200	1,200
Attorney Visit Waiting Room	1	90	90
Attorney Secure Visit Window	2	40	80
Inmate / Attorney Visit Window	2	40	80
Administrative Work Area	1	250	250
Administrative Records Office	1	350	350
Sergeant Office - Administration	1	120	120
Training Office	1	120	120
Staff Training Room	1	800	800
Administration Conference Room	1	250	250
Staff Toilets / Lockers	2	160	320

locate beside corridor out of kitchen area
keep on exterior wall

secure ballistic glazing and transaction windows

HAMBLÉN COUNTY JAIL - SPACE PROGRAM

Program with 650 core. Total 496 initial beds. Option B

Staff Breakroom / Muster	1	200	200	
Jail Administrator Office - Captain	1	175	175	
Assistant Jail Administrator Office - Lieutenant	1	120	120	
Shift Supervisor Office - Sergeant	1	120	120	
Security Electronics Room	1	300	300	
Communications Closet	1	100	100	
Electrical Room	1	175	175	
Mechanical Room	1	600	600	
Sprinkler Room	1	125	125	
Small Storage Room	3	100	300	
Large Storage Room (Housing Area)	1	200	200	
Housing Multipurpose Room	4	300	1,200	
Housing large Multipurpose Classroom	1	600	600	
Control Room	2	500	1,000	one control room will serve as Master Control
Control Room Toilet	2	60	120	
Subtotal - Jail Administration / Support			10,305	
1.4 DETENTION HOUSING				
1. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160	Size cells for double occupancy (up to 48)
Dayroom	1	2,400	2,400	Size dayroom for up to 48 inmates
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	6	40	240	Sized for 48 if used as a doubled unit
Exterior Recreation	1	600	600	
2. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160	Size cells for double occupancy
Dayroom	1	2,400	2,400	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	6	40	240	
Exterior Recreation	1	600	600	
3. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160	Size cells for double occupancy
Dayroom	1	2,400	2,400	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	6	40	240	
Exterior Recreation	1	600	600	
4. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160	Size cells for double occupancy

HAMBLEN COUNTY JAIL - SPACE PROGRAM

Program with 650 core. Total 496 initial beds. Option B

Dayroom	1	2,400	2,400	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	6	40	240	
Exterior Recreation	1	600	600	
5. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160	Size cells for double occupancy
Dayroom	1	2,400	2,400	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	6	40	240	
Exterior Recreation	1	600	600	
6. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160	Size cells for double occupancy
Dayroom	1	2,400	2,400	
Video Visitation Cubicles	4	40	160	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	6	40	240	
Exterior Recreation	1	600	600	
7. Male Dormitory Unit - Minimum Security (48 beds)	48	40	1,920	
Dayroom	1	2,400	2,400	
Video Visitation Cubicles	6	40	240	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Toilet / Shower Area	1	360	360	
Exterior Recreation	1	600	600	
8. Male Dormitory Unit - Minimum Security (48 beds)	48	40	1,920	
Dayroom	1	2,400	2,400	
Video Visitation Cubicles	6	40	240	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Toilet / Shower Area	1	360	360	
Exterior Recreation	1	600	600	
9. Female Unit - Maximum Security (20 cells - 40 beds)	20	90	1,800	Size cells for double occupancy
Dayroom	1	1,800	1,800	
Video Visitation Cubicles	3	40	120	
Security Vestibule	1	50	50	
Janitor	1	50	50	
Showers	5	40	200	

HAMBLEN COUNTY JAIL - SPACE PROGRAM			
Program with 650 core. Total 496 initial beds. Option B			
Exterior Recreation	1	400	400
10. Female Unit - Medium Security (20 cells - 40 beds)	20	90	1,800
Dayroom	1	1,800	1,800
Video Visitation Cubicles	3	40	120
Security Vestibule	1	50	50
Janitor	1	50	50
Showers	5	40	200
Exterior Recreation	1	400	400
11. Segregation Unit - (20 cells - 20 beds)	20	90	1,800
Dayroom	1	1,800	1,800
Video Visitation Cubicles	3	40	120
Security Vestibule	1	50	50
Janitor	1	50	50
Showers	5	40	200
Exterior Recreation	1	400	400
12. Segregation Unit - (20 cells - 20 beds)	20	90	1,800
Dayroom	1	1,800	1,800
Video Visitation Cubicles	3	40	120
Security Vestibule	1	50	50
Janitor	1	50	50
Showers	5	40	200
Exterior Recreation	1	400	400
13. Juvenile Unit - (8 cells - 16 beds)	8	90	720
Dayroom	1	1,800	1,800
Video Visitation Cubicles	1	40	40
Security Vestibule	1	50	50
Control Room	1	100	100
Control Room Toilet	1	50	50
Janitor	1	50	50
Showers	2	40	80
Exterior Recreation	1	400	400
Subtotal -Housing			66,170
NET TOTAL SQUARE FEET - JAIL SPACES			93,810

Size cells for double occupancy

Size cells for double occupancy (up to 40 beds)

Size cells for double occupancy (up to 40 beds)

Size cells for double occupancy (up to 16 beds)

HAMBLÉN COUNTY JAIL - SPACE PROGRAM
Program with 650 core. Total 496 initial beds. Option B

HAMBLLEN COUNTY 496 BEDS, 650 CORE DETENTION CENTER SPACE SUBTOTALS OPTION B - SUMMARY OF SPACE REQUIREMENTS:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 INTAKE / BOOKING / MEDICAL / MAGIST	12,390	1.35	16,727
1.2 KITCHEN/ SERVICE	4,945	1.35	6,676
1.3 JAIL ADMIN. / SUPPORT	10,305	1.35	13,912
1.4 DETENTION HOUSING	66,170	1.25	82,713
SUBTOTAL DETENTION	93,810		120,027
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.28	
EST. TOTAL SQUARE FOOTAGE		78%	120,027
(Total Base NSF/Total Building GSF)			
Comments:			

Section 3 – Detailed Program of Spaces

SECTION 3.3 – OPTION C, ADD NEW COURT AND CLERK SPACES TO EITHER OPTION A OR B ON REMOTE SITE:

This program represents anticipated additional courtrooms and clerk's space to replace that currently located in the Justice Center, and adds for future growth needs. An existing courtroom would be maintained in the Historic Courthouse along with renovating one court space as a meeting room. Abandoned space in the Justice Center could be re-purposed for either Sheriff's Law Enforcement needs or other County office and storage needs.

**HAMBLLEN COUNTY PUBLIC SAFETY FACILITY
Court Needs Program - replace Justice Center spaces**

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF	
1.1 COURTROOM AND JUDGE SPACES				
Jury Pool Room with Vestibule	1	800	800	
Jury Pool Toilets	2	60	120	
Jury Pool Break Area	1	120	120	
Large Juried Courtroom #1	1	4,000	4,000	Seat approximately 150 - Juried
Courtroom #1 Vestibule	1	100	100	
Courtroom #1 Attorney Conference Room	2	120	240	
Conference Room - Small	2	100	200	
Jury Deliberation Breakroom	1	160	160	
Jury Deliberation Toilet	2	60	120	
Jury Deliberation Room	1	225	225	
Large Conference Room	1	260	260	
Judge Break Room	1	220	220	
Judge Administration	1	150	150	
Judge Chamber with Toilet and Closet	1	250	250	
Large Juried Courtroom #2	1	4,000	4,000	Seat approximately 150 - Juried
Courtroom #2 Vestibule	1	100	100	
Courtroom #2 Attorney Conference Room	2	120	240	
Conference Room - Small	2	100	200	
Jury Deliberation Breakroom	1	160	160	
Jury Deliberation Toilet	2	60	120	
Jury Deliberation Room	1	225	225	
Large Conference Room	1	260	260	
Judge Break Room	1	220	220	
Judge Administration	1	150	150	
Judge Chamber with Toilet and Closet	1	250	250	
Small Courtroom #3 Non-Juried	1	2,400	2,400	Seat approximately 75 - Non-Juried
Courtroom #3 Vestibule	1	100	100	
Courtroom #3 Attorney Conference Room	2	120	240	
Judge Administration	1	150	150	
Judge Chamber with Toilet and Closet	1	250	250	
Conference Room - Small	2	100	200	
Small Courtroom #4 Non-Juried	1	2,400	2,400	Seat approximately 75 - Non-Juried
Courtroom #4 Vestibule	1	100	100	
Courtroom #4 Attorney Conference Room	2	120	240	
Judge Administration	1	150	150	
Judge Chamber with Toilet and Closet	1	250	250	
Conference Room - Small	2	100	200	
Subtotal - Courtroom and Judge Spaces			19,570	
1.2 CLERK OF COURT SPACES				

HAMBLEN COUNTY PUBLIC SAFETY FACILITY			
Court Needs Program - replace Justice Center spaces			
Clerk Lobby Area	1	400	400
Clerk of Court Office	1	200	200
Deputy Clerk Office	1	120	120
Clerk Assistants Work Area	1	1,800	1,800
Law Library	1	200	200
General Storage	1	80	80
Evidence Storage	1	250	250
Conference Room	1	200	200
Public Counter	1	150	150
Juvenile File Storage Vault	1	80	80
Record Storage	1	600	600
Subtotal - Clerk of Court Spaces			4,080
1.3 SHARED SPACES			
Public Lobby / Waiting	1	4,000	4,000
Public Toilets	2	200	400
Public Queing Area	1	1,500	1,500
Screening and Security Stations	2	120	240
Security Office	1	120	120
Staff Breakroom	1	260	260
Staff Toilets	4	60	240
Mailroom / Workroom	1	240	240
Mechanical Room	1	240	240
Electrical Room	1	240	240
Subtotal - Shared Spaces			7,480
1.4 PRISONER SECURE SPACES			
Vehicle Secure Sally-port	1	600	600
Secure Vestibule	1	120	120
Security Control Room	1	150	150
Security Equipment Room	1	120	120
Holding Cell - Seat 2	2	70	140
Holding Cell - Seat 10	1	200	200
Attorney / Prisoner Interview Room	2	100	200
Officer Toilet	1	60	60
Subtotal - Shared Spaces			1,590
NET TOTAL SQUARE FEET - COURT SPACES			32,720

work cubicles for 25 stations

8-10 window transaction areas

Locate adjacent to screening stations

HAMBLÉN COUNTY PUBLIC SAFETY FACILITY
Court Needs Program - replace Justice Center spaces

HAMBLLEN COUNTY PUBLIC SAFETY FACILITY SPACE SUBTOTALS OPTION C - COURT NEEDS SUMMARY OF SPACE REQUIREMENTS:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 COURTROOM AND JUDGE SPACES	19,570	1.35	26,420
1.2 CLERK OF COURT SPACES	4,080	1.35	5,508
1.3 SHARED SPACES	7,480	1.35	10,098
1.4 PRISONER SECURE SPACES	1,590	1.35	2,147
SUBTOTAL DETENTION	32,720		44,172
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.35	
EST. TOTAL SQUARE FOOTAGE		74%	44,172
(Total Base NSF/Total Building GSF)			
Comments:			

Section 3 – Detailed Program of Spaces

SECTION 3.4 – OPTION D, ADD NEW SHERIFF’S LAW ENFORCEMENT FACILITY ON REMOTE SITE:

This program represents anticipated Sheriff’s Law Enforcement space needs to replace that currently located in the Justice Center, and adds for future growth needs. Abandoned space in the Justice Center could be re-purposed for other County office and storage needs. Note: Juvenile Court Services, Juvenile Temporary Holding Resource Center, and Work Release Program spaces are to remain in existing Justice Center Facility in this scenario.

HAMBLEN COUNTY LAW ENFORCEMENT PROGRAM			
Sheriff's Space Needs			
COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF
2.1 PUBLIC LOBBY AREA			
Public Lobby / Waiting / Security	1	400	400
Public Toilets	2	100	200
Public Fingerprint Room / Gun Permits	1	120	120
Sex Offender Registry Room / Civil Papers	1	120	120
Secure Vestibule	1	80	80
Reception Duty Office - beside Records Room	1	160	160
Subtotal - Public Lobby Area			1,080
2.2 SHERIFF / ADMINISTRATIVE AREA			
Sheriff Administrative area	1	200	200
Training / Conference Room with storage	1	1,200	1,200
Administrative Lieutenant Office	1	120	120
Administrative Sergeant Office	1	160	160
Administrative Assistant Office	1	120	120
Records Technician Office	1	120	120
Records File Room	1	160	160
Sex Offender/Work Release/Bookkeeper Office	1	120	120
Work / Mail / Copier Room	1	180	180
Sheriff Office with small Conference Area	1	250	300
Sheriff Storage Closet	1	60	60
Sheriff Toilet	1	60	60
Chief Deputy Office	1	160	160
Patrol Captain Office	1	120	120
Administrative Captain Office	1	120	120
Warrants Office	1	120	120
PIO Office	1	120	120
Training Officer Office	1	120	120
Conference Room	1	250	250
Supply Storage Room	1	100	100
Server Room	1	120	120
Staff Toilets	2	60	120

(main reception)

room for clerical filing
Seat 50

shared space for two

entry door from closet room

shared with rest of facility

HAMBLEN COUNTY LAW ENFORCEMENT PROGRAM			
Sheriff's Space Needs			
Subtotal - Sheriff / Admin. Area			4,150
2.3 CRIMINAL INVESTIGATIONS (CID)			
Detective Captain Office	1	120	120
Detective Lieutenant Office	1	120	120
Detective Sergeant Office	8	120	960
Common Area	1	260	260
Voice Stress Room	1	120	120
Evidence Custodian	1	120	120
Evidence Commons	1	140	140
Evidence Storage Room	1	1,000	1,000
Evidence Processing	1	400	400
Evidence Filing	1	320	320
Temporary Evidence Lockers	1	140	140
Lobby - Waiting	2	100	200
Vehicle Bay	1	800	800
Chemical Laboratory with Fume Hood	1	240	240
Storage Room	1	160	160
Staff Toilet	2	80	160
Interview Room	3	80	240
Large interview Room	1	120	120
Subtotal - Criminal Investigations			5,620
2.4 PATROL DIVISION			
Patrol Captain Office	1	0	0
Patrol Lieutenant. Office	4	120	480
Patrol Sergeant Office	4	120	480
Patrol Officers	14	20	280
Conference Room in Squad Area	1	250	250
Logistics Supply Storage Room	1	200	200
Staff Toilets	2	0	0

enter evidence storage room only from here

Evidence overnight drop boxes on corridor side, easy expansion

ability to separate victims and suspects

shared

Very Soundproofed

Very Soundproofed -

see administration suite

open workstations sized for 6

shared

shared

HAMBLEN COUNTY LAW ENFORCEMENT PROGRAM			
Sheriff's Space Needs			
Subtotal - Patrol Division			1,690
2.5 MISC. SUPPORT			
Conference Room (shared)	1	300	300
Staff Lockers / Toilets / Showers	2	400	800
Storage Room	1	250	250
Break Room	1	150	150
PT Room	1	400	400
Armory	1	200	200
Gun Cleaning	1	120	120
Copy / Paperwork Area	2	100	200
Janitors Closets	2	60	120
Supply Closets	2	60	120
General Storage Room	1	400	400
Computer Room	1	160	160
Parking for Staff Vehicles	100	0	0
Secure Impound Yard	1	0	0
Parking for Visitors	75	0	0
Subtotal Misc. Support			3,220
2.6 NARCOTICS DIVISION			
Narcotics Lieutenant Office	1	120	120
Future Office	1	120	120
Common Area	1	260	260
Conference Room	1	250	250
Lobby - Waiting	1	100	100
Vehicle Bay	1	800	800
Break Area	1	160	160
Storage Room	1	120	120
Staff Toilet	2	80	160
Interview Room	2	80	160
Subtotal Narcotics Division			2,250

separate entrance into facility - private and secure

Very Soundproofed - double as a holding cell

BEAUFORT COUNTY LAW ENFORCEMENT SPACE SUB-TOTALS SUMMARY OF SPACE REQUIREMENTS:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
2.1 PUBLIC LOBBY AREA	1,080	1.50	1,620
2.2 SHERIFF / ADMINISTRATIVE AREA	4,150	1.50	6,225
2.3 CRIMINAL INVESTIGATIONS (CID)	5,620	1.50	8,430
2.4 PATROL DIVISION	1,690	1.50	2,535
2.5 MISC. SUPPORT	3,220	1.50	4,830
2.6 NARCOTICS DIVISION	2,250	1.50	3,375
SUBTOTAL LAW ENFORCEMENT	18,010		27,015
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.50	
% BUILDING EFFICIENCY:		67%	
(Total Base NSF/Total Building GSF)			
EST. TOTAL SQUARE FOOTAGE LAW ENFORCEMENT			27,015

Section 3 – Detailed Program of Spaces

SECTION 3.5 – OPTION E, 650 BED NEW CORE AND 396 NEW JAIL BEDS PLUS 42 EXISTING BEDS TO REMAIN AT WORK CAMP:

This program represents a projected jail bed need for current needs only on the existing Justice Center site. The existing work camp facility could be maintained, which would add a net 42 extra beds. This option is detention facility only, and two potential locations on either side of the existing Justice Center are being analyzed.

**HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 400 initial beds. Option E**

Locate at Justice Center-existing 24 beds to remain a

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF
1.1 INTAKE / BOOKING / MEDICAL / COURT			
Vehicle Sallyport	1	3,000	3,000
Inmate Receiving Area/Search/Sobriety Test.	1	500	500
Breathalyzer Room	1	130	130
Intake Group Holding Cell	1	120	120
Intake Holding Cell	2	70	140
Officer Toilet - Intake	1	60	60
Future Magistrate Visit Room (3 stations on inmate side)	1	100	100
Future Magistrate Lobby (2 public window stations)	1	200	200
Future Magistrate Clerical Area	1	150	150
Future Magistrate Office Area	1	250	250
Future Magistrate Storage Closet	1	30	30
Future Magistrate Toilet	1	60	60
Future Magistrate Break Room	1	100	100
Booking / Intake Processing Desk	1	250	250
Office - Records	1	120	120
Booking Area Watch Cell with Vestibule	2	100	200
Standard Holding Cell	4	100	400
Large Group Holding Cell	1	250	250
Small Holding Cell	2	70	140
Waiting - Soft Booking	1	1,800	1,800
Shower / Dress Out	1	130	130
Property Issue and Receiving Area	1	250	250
Property Storage Secure Room	1	800	800
Janitor Closet	1	50	50
Transport Office	1	100	100
Transport Holding Cell	2	70	140
Transport Sallyport	1	120	120
Medical Triage / Interview Room	1	150	150
Medical Nurse Office	2	100	200
Medical Inmate Holding Room	1	175	175
Medical Nurse / Reception Office	1	250	250
Medical Nurse Lab	1	200	200
Medical Pharmacy / Records	1	225	225
Staff Toilet	1	60	60
Shower	1	40	40
Inmate Toilet	1	60	60
Exam Room	3	160	480

locate near intake/booking area

paperwork counter and bench for inmates

need secure transaction windows

Enter into from primary public lobby area

2 transaction windows to public lobby

1 secure transaction window to release corridor

transaction window to release corridor

adjacent to booking desk

remote activated floor toilets - negative pressure

includes 3 showers and transaction to issue area

includes washer and dryer

incorporates high density storage units

direct access to vehicle sallyport

locate near intake area

**HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 400 initial beds. Option E**

Locate at Justice Center-existing 24 beds to remain a

Inmate Video Arraignment Room	1	140	140
Inmate / Attorney Conference Room	1	140	140
Release Change-out Room	2	40	80
Release Corridor	1	600	600
Subtotal - Intake/ Booking/ Medical/ Courts			12,390
1.2 KITCHEN/ SERVICE			
Loading Receiving Vestibule	1	200	200
Can Wash	1	30	30
Staff Toilet	1	50	50
Janitor	1	40	40
Dry Storage	1	160	160
Storage	1	100	100
Walk In Freezer	2	90	180
Walk In Cooler	1	125	125
Kitchen Preparation / Serving	1	2,000	2,000
Dishwashing	1	225	225
Office	1	160	160
General Storage	1	600	600
Staff Break / Dining	1	300	300
Tray Storage	1	150	150
Laundry	1	350	350
Commissary Storage	1	275	275
Subtotal - Kitchen			4,945
1.3 JAIL ADMINISTRATION / SUPPORT			
Entry Vestibule	1	120	120
Public Lobby / Waiting	1	800	800
Reception Desk with Work Area	1	150	150
Public Toilets	2	120	240
Video Visitation Room (Public)	1	1,200	1,200
Attorney Visit Waiting Room	1	90	90
Attorney Secure Visit Window	2	40	80
Inmate / Attorney Visit Window	2	40	80
Administrative Work Area	1	250	250
Administrative Records Office	1	350	350
Sergeant Office - Administration	1	120	120

locate beside corridor out of kitchen area
keep on exterior wall

secure ballistic glazing and transaction windows

locate near training room

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 400 initial beds. Option E

Locate at Justice Center-existing 24 beds to remain a

Training Office	1	120	120
Staff Training Room	1	800	800
Administration Conference Room	1	250	250
Staff Toilets / Lockers	2	160	320
Staff Breakroom / Muster	1	200	200
Jail Administrator Office - Captain	1	175	175
Assistant Jail Administrator Office - Lieutenant	1	120	120
Shift Supervisor Office - Sergeant	1	120	120
Security Electronics Room	1	300	300
Communications Closet	1	100	100
Electrical Room	1	175	175
Mechanical Room	1	600	600
Sprinkler Room	1	125	125
Small Storage Room	3	100	300
Large Storage Room (Housing Area)	1	200	200
Housing Multipurpose Room	4	300	1,200
Housing large Multipurpose Classroom	1	600	600
Housing Floor Office	2	120	240
Elevator Bank	1	120	120
Stairs	3	240	720
Subtotal - Jail Administration / Support			10,265
1.4 DETENTION HOUSING			
1. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 2)	1	140	140
Control Room Toilet (shared with Unit 2)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
2. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240

locate on secure inmate side of facility

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

Sized for 48 if used as a doubled unit

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 400 initial beds. Option E

Locate at Justice Center-existing 24 beds to remain a

Exterior Recreation	1	600	600
3. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 4)	1	140	140
Control Room Toilet (shared with Unit 4)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
4. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
5. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 6)	1	140	140
Control Room Toilet (shared with Unit 6)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
6. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
7. Male Dormitory Unit - Minimum Security (56 beds)	56	40	2,240
Dayroom	1	2,000	2,000

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

Size cells for double occupancy

Size cells for double occupancy

use single beds - no bunks

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 400 initial beds. Option E

Locate at Justice Center-existing 24 beds to remain a

Video Visitation Cubicles	8	40	320
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 8)	1	140	140
Control Room Toilet (shared with Unit 8)	1	50	50
Janitor	1	50	50
Toilet / Shower Area	1	320	320
Exterior Recreation	1	800	800
8. Male Dormitory Unit - Minimum Security (56 beds)	56	40	2,240
Dayroom	1	2,000	2,000
Video Visitation Cubicles	8	40	320
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Toilet / Shower Area	1	320	320
Exterior Recreation	1	800	800
9. Female Unit - Max./Med.Security (24 cells - 48 beds)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 10)	1	140	140
Control Room Toilet (shared with Unit 10)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
10. Segregation Unit - (24 cells - 48 beds)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
Subtotal -Housing			57,330
NET TOTAL SQUARE FEET - JAIL SPACES			84,930

use single beds - no bunks

Size cells for double occupancy

Size cells for double occupancy

HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 400 initial beds. Option E

Locate at Justice Center-existing 24 beds to remain a

HAMBLLEN COUNTY 400 BEDS, 650 CORE PUBLIC SAFETY FACILITY SPACE SUBTOTALS OPTION E - SUMMARY OF SPACE REQUIREMENTS:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 INTAKE / BOOKING / MEDICAL / MAGIST	12,390	1.35	16,727
1.2 KITCHEN/ SERVICE	4,945	1.35	6,676
1.3 JAIL ADMIN. / SUPPORT	10,265	1.35	13,858
1.4 DETENTION HOUSING	57,330	1.40	80,262
SUBTOTAL DETENTION	84,930		117,522
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.38	
EST. TOTAL SQUARE FOOTAGE		72%	117,522
(Total Base NSF/Total Building GSF)			
Comments: Multi-story on Justice Center Site			

Section 3 – Detailed Program of Spaces

SECTION 3.6 – OPTION F, 650 BED NEW CORE AND 496 NEW JAIL BEDS PLUS 42 EXISTING BEDS TO REMAIN AT WORK CAMP:

This program represents a projected jail bed need for the year 2031 (a 15 year projected need) on the existing Justice Center site. The existing work camp facility could be maintained, which would add a net 42 extra beds. This option is detention facility only, and two locations on either side of the Justice Center are being analyzed.

**HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 496 initial beds. Option F**

Locate at Justice Center-existing 24 beds to remain a

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF
1.1 INTAKE / BOOKING / MEDICAL / COURT			
Vehicle Sallyport	1	3,000	3,000
Inmate Receiving Area/Search/Sobriety Test.	1	500	500
Breathalyzer Room	1	130	130
Intake Group Holding Cell	1	120	120
Intake Holding Cell	2	70	140
Officer Toilet - Intake	1	60	60
Future Magistrate Visit Room (3 stations on inmate side)	1	100	100
Future Magistrate Lobby (2 public window stations)	1	200	200
Future Magistrate Clerical Area	1	150	150
Future Magistrate Office Area	1	250	250
Future Magistrate Storage Closet	1	30	30
Future Magistrate Toilet	1	60	60
Future Magistrate Break Room	1	100	100
Booking / Intake Processing Desk	1	250	250
Office - Records	1	120	120
Booking Area Watch Cell with Vestibule	2	100	200
Standard Holding Cell	4	100	400
Large Group Holding Cell	1	250	250
Small Holding Cell	2	70	140
Waiting - Soft Booking	1	1,800	1,800
Shower / Dress Out	1	130	130
Property Issue and Receiving Area	1	250	250
Property Storage Secure Room	1	800	800
Janitor Closet	1	50	50
Transport Office	1	100	100
Transport Holding Cell	2	70	140
Transport Sallyport	1	120	120
Medical Triage / Interview Room	1	150	150
Medical Nurse Office	2	100	200
Medical Inmate Holding Room	1	175	175
Medical Nurse / Reception Office	1	250	250
Medical Nurse Lab	1	200	200
Medical Pharmacy / Records	1	225	225
Staff Toilet	1	60	60
Shower	1	40	40
Inmate Toilet	1	60	60
Exam Room	3	160	480

locate near intake/booking area

paperwork counter and bench for inmates

need secure transaction windows

Enter into from primary public lobby area

2 transaction windows to public lobby

1 secure transaction window to release corridor

transaction window to release corridor

adjacent to booking desk

remote activated floor toilets - negative pressure

includes 3 showers and transaction to issue area

includes washer and dryer

incorporates high density storage units

direct access to vehicle sallyport

locate near intake area

**HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 496 initial beds. Option F**

Locate at Justice Center-existing 24 beds to remain a

Inmate Video Arraignment Room	1	140	140
Inmate / Attorney Conference Room	1	140	140
Release Change-out Room	2	40	80
Release Corridor	1	600	600
Subtotal - Intake/ Booking/ Medical/ Courts			12,390
1.2 KITCHEN/ SERVICE			
Loading Receiving Vestibule	1	200	200
Can Wash	1	30	30
Staff Toilet	1	50	50
Janitor	1	40	40
Dry Storage	1	160	160
Storage	1	100	100
Walk In Freezer	2	90	180
Walk In Cooler	1	125	125
Kitchen Preparation / Serving	1	2,000	2,000
Dishwashing	1	225	225
Office	1	160	160
General Storage	1	600	600
Staff Break / Dining	1	300	300
Tray Storage	1	150	150
Laundry	1	350	350
Commissary Storage	1	275	275
Subtotal - Kitchen			4,945
1.3 JAIL ADMINISTRATION / SUPPORT			
Entry Vestibule	1	120	120
Public Lobby / Waiting	1	800	800
Reception Desk with Work Area	1	150	150
Public Toilets	2	120	240
Video Visitation Room (Public)	1	1,200	1,200
Attorney Visit Waiting Room	1	90	90
Attorney Secure Visit Window	2	40	80
Inmate / Attorney Visit Window	2	40	80
Administrative Work Area	1	250	250
Administrative Records Office	1	350	350
Sergeant Office - Administration	1	120	120

locate beside corridor out of kitchen area
keep on exterior wall

secure ballistic glazing and transaction windows

locate near training room

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 496 initial beds. Option F

Locate at Justice Center-existing 24 beds to remain a

Training Office	1	120	120
Staff Training Room	1	800	800
Administration Conference Room	1	250	250
Staff Toilets / Lockers	2	160	320
Staff Breakroom / Muster	1	200	200
Jail Administrator Office - Captain	1	175	175
Assistant Jail Administrator Office - Lieutenant	1	120	120
Shift Supervisor Office - Sergeant	1	120	120
Security Electronics Room	1	300	300
Communications Closet	1	100	100
Electrical Room	1	175	175
Mechanical Room	1	600	600
Sprinkler Room	1	125	125
Small Storage Room	3	100	300
Large Storage Room (Housing Area)	1	200	200
Housing Multipurpose Room	4	300	1,200
Housing large Multipurpose Classroom	1	600	600
Housing Floor Office	2	120	240
Elevator Bank	1	120	120
Stairs	3	240	720
Subtotal - Jail Administration / Support			10,265
1.4 DETENTION HOUSING			
1. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 2)	1	140	140
Control Room Toilet (shared with Unit 2)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
2. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240

locate on secure inmate side of facility

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

Sized for 48 if used as a doubled unit

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 496 initial beds. Option F

Locate at Justice Center-existing 24 beds to remain a

Exterior Recreation	1	600	600
3. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 4)	1	140	140
Control Room Toilet (shared with Unit 4)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
4. Mens Unit - Maximum Security (24 cells single use)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
5. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 6)	1	140	140
Control Room Toilet (shared with Unit 6)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
6. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
7. Male Dormitory Unit - Minimum Security (56 beds)	56	40	2,240
Dayroom	1	2,000	2,000

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

Size cells for double occupancy (up to 48)

Size dayroom for up to 48 inmates

Size cells for double occupancy

Size cells for double occupancy

use single beds - no bunks

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 496 initial beds. Option F

Locate at Justice Center-existing 24 beds to remain a

Video Visitation Cubicles	8	40	320
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 8)	1	140	140
Control Room Toilet (shared with Unit 8)	1	50	50
Janitor	1	50	50
Toilet / Shower Area	1	320	320
Exterior Recreation	1	800	800
8. Male Dormitory Unit - Minimum Security (56 beds)	56	40	2,240
Dayroom	1	2,000	2,000
Video Visitation Cubicles	8	40	320
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Toilet / Shower Area	1	320	320
Exterior Recreation	1	800	800
9. Female Unit - Max./Med.Security (24 cells - 48 beds)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 10)	1	140	140
Control Room Toilet (shared with Unit 10)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
10. Segregation Unit - (24 cells - 48 beds)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
11. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Control Room (shared with Unit 12)	1	140	140

use single beds - no bunks

Size cells for double occupancy

Size cells for double occupancy

Size cells for double occupancy

HAMBLEN COUNTY PUBLIC SAFETY FACILITY

Program with 650 core. Total 496 initial beds. Option F

Locate at Justice Center-existing 24 beds to remain a

Control Room Toilet (shared with Unit 12)	1	50	50
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
12. Mens Unit - Medium Security (24 cells - house 48)	24	90	2,160
Dayroom	1	2,000	2,000
Video Visitation Cubicles	6	40	240
Security Vestibule	1	100	100
Multipurpose Room	1	160	160
Janitor	1	50	50
Showers	6	40	240
Exterior Recreation	1	600	600
Subtotal -Housing			68,620
NET TOTAL SQUARE FEET - JAIL SPACES			96,220

Size cells for double occupancy

HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Program with 650 core. Total 496 initial beds. Option F

Locate at Justice Center-existing 24 beds to remain a

HAMBLLEN COUNTY 496 BEDS, 650 CORE PUBLIC SAFETY FACILITY SPACE SUBTOTALS OPTION F - SUMMARY OF SPACE REQUIREMENTS:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 INTAKE / BOOKING / MEDICAL / MAGIST	12,390	1.35	16,727
1.2 KITCHEN/ SERVICE	4,945	1.35	6,676
1.3 JAIL ADMIN. / SUPPORT	10,265	1.35	13,858
1.4 DETENTION HOUSING	68,620	1.40	96,068
SUBTOTAL DETENTION	96,220		133,328
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.39	
EST. TOTAL SQUARE FOOTAGE		72%	133,328
(Total Base NSF/Total Building GSF)			
Comments: Multi-story on Justice Center Site			

Section 3 – Detailed Program of Spaces

SECTION 3.7 – OPTION G, 650 BED AND 500 BED CORE ONLY PROGRAMS (650 BED ORIGINAL PROGRAM G.1, AND REDUCED 500 BED CORE PROGRAM G.2):

This program represents a comparison of 2 different jail “core” sizes: the original recommended 650 bed core and a new 500 bed reduced core. The purpose of this exercise is to analyze potential cost savings of a smaller support space size if growth projections change and are reduced over time.

HAMBLLEN COUNTY PUBLIC SAFETY FACILITY
Original Core size - 650 beds - Option G.1

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF	
1.1 INTAKE / BOOKING / MEDICAL / COURT				
Vehicle Sallyport	1	3,000	3,000	locate near intake/booking area
Inmate Receiving Area/Search/Sobriety Test.	1	500	500	paperwork counter and bench for inmates
Breathalyzer Room	1	130	130	
Intake Group Holding Cell	1	120	120	
Intake Holding Cell	2	70	140	
Officer Toilet - Intake	1	60	60	
Future Magistrate Visit Room (3 stations on inmate side)	1	100	100	need secure transaction windows
Future Magistrate Lobby (2 public window stations)	1	200	200	Enter into from primary public lobby area
Future Magistrate Clerical Area	1	150	150	2 transaction windows to public lobby
Future Magistrate Office Area	1	250	250	1 secure transaction window to release corridor
Future Magistrate Storage Closet	1	30	30	
Future Magistrate Toilet	1	60	60	
Future Magistrate Break Room	1	100	100	
Booking / Intake Processing Desk	1	250	250	transaction window to release corridor
Office - Records	1	120	120	adjacent to booking desk
Booking Area Watch Cell with Vestibule	2	100	200	remote activated floor toilets - negative pressure
Standard Holding Cell	4	100	400	
Large Group Holding Cell	1	250	250	
Small Holding Cell	2	70	140	
Waiting - Soft Booking	1	1,800	1,800	
Shower / Dress Out	1	130	130	includes 3 showers and transaction to issue area
Property Issue and Receiving Area	1	250	250	includes washer and dryer
Property Storage Secure Room	1	800	800	incorporates high density storage units
Janitor Closet	1	50	50	
Transport Office	1	100	100	
Transport Holding Cell	2	70	140	
Transport Sallyport	1	120	120	direct access to vehicle sallyport
Medical Triage / Interview Room	1	150	150	
Medical Nurse Office	2	100	200	locate near intake area
Medical Inmate Holding Room	1	175	175	
Medical Nurse / Reception Office	1	250	250	
Medical Nurse Lab	1	200	200	
Medical Pharmacy / Records	1	225	225	
Staff Toilet	1	60	60	
Shower	1	40	40	
Inmate Toilet	1	60	60	
Exam Room	3	160	480	

HAMBLÉN COUNTY PUBLIC SAFETY FACILITY

Original Core size - 650 beds - Option G.1

Inmate Video Arraignment Room	1	140	140
Inmate / Attorney Conference Room	1	140	140
Release Change-out Room	2	40	80
Release Corridor	1	600	600
Subtotal - Intake/ Booking/ Medical/ Courts			12,390
1.2 KITCHEN/ SERVICE			
Loading Receiving Vestibule	1	200	200
Can Wash	1	30	30
Staff Toilet	1	50	50
Janitor	1	40	40
Dry Storage	1	160	160
Storage	1	100	100
Walk In Freezer	2	90	180
Walk In Cooler	1	125	125
Kitchen Preparation / Serving	1	2,000	2,000
Dishwashing	1	225	225
Office	1	160	160
General Storage	1	600	600
Staff Break / Dining	1	300	300
Tray Storage	1	150	150
Laundry	1	350	350
Commissary Storage	1	275	275
Subtotal - Kitchen			4,945
1.3 JAIL ADMINISTRATION / SUPPORT			
Entry Vestibule	1	120	120
Public Lobby / Waiting	1	800	800
Reception Desk with Work Area	1	150	150
Public Toilets	2	120	240
Video Visitation Room (Public)	1	1,200	1,200
Attorney Visit Waiting Room	1	90	90
Attorney Secure Visit Window	2	40	80
Inmate / Attorney Visit Window	2	40	80
Administrative Work Area	1	250	250
Administrative Records Office	1	350	350
Sergeant Office - Administration	1	120	120
Training Office	1	120	120
Staff Training Room	1	800	800
Administration Conference Room	1	250	250
Staff Toilets / Lockers	2	160	320

locate beside corridor out of kitchen area
keep on exterior wall

secure ballistic glazing and transaction windows

locate near training room

HAMBLÉN COUNTY PUBLIC SAFETY FACILITY			
Original Core size - 650 beds - Option G.1			
Staff Breakroom / Muster	1	200	200
Jail Administrator Office - Captain	1	175	175
Assistant Jail Administrator Office - Lieutenant	1	120	120
Shift Supervisor Office - Sergeant	1	120	120
Security Electronics Room	1	300	300
Communications Closet	1	100	100
Electrical Room	1	175	175
Mechanical Room	1	600	600
Sprinkler Room	1	125	125
Small Storage Room	3	100	300
Subtotal - Jail Administration / Support			7,185
NET TOTAL SQUARE FEET - JAIL SPACES			24,520

locate on secure inmate side of facility

HAMBLLEN COUNTY PUBLIC SAFETY FACILITY
Original Core size - 650 beds - Option G.1

HAMBLLEN COUNTY 650 CORE ONLY SPACE SUBTOTALS			
OPTION G.1 - SUMMARY OF SPACE REQUIREMENTS - ORIGINAL CORE SIZES:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 INTAKE / BOOKING / MEDICAL / MAGIST	12,390	1.35	16,727
1.2 KITCHEN/ SERVICE	4,945	1.35	6,676
1.3 JAIL ADMIN. / SUPPORT	7,185	1.35	9,700
SUBTOTAL DETENTION	24,520		33,102
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.35	
EST. TOTAL SQUARE FOOTAGE		74%	33,102
(Total Base NSF/Total Building GSF)			
Comments: NOTE - this is the original 650 Core Program			

HAMBLÉN COUNTY PUBLIC SAFETY FACILITY

Reduced Core size to 500 beds from 650 beds - Option G.2

COMPONENT / SPACE	NO. OF SPACES	NSF	TOTAL NSF	
1.1 INTAKE / BOOKING / MEDICAL				
Vehicle Sallyport	1	2,000	2,000	locate near intake/booking area
Inmate Receiving Area/Search/Sobriety Test.	1	400	400	paperwork counter and bench for inmates
Breathalyzer Room	1	130	130	
Intake Holding Cell	3	125	375	
Officer Toilet - Intake	1	60	60	
Booking / Intake Processing Desk	1	250	250	
Office - Records	1	175	175	adjacent to booking desk
Booking Area Watch Cell with Vestibule	2	80	160	remote activated floor toilets - negative pressure
Standard Holding Cell	2	100	200	
Large Group Holding Cell	1	180	180	
Waiting - Soft Booking	1	1,200	1,200	
Shower / Dress Out	1	130	130	includes 3 showers and transaction to issue area
Property Issue and Receiving Area	1	200	200	includes washer and dryer
Property Storage Secure Room	1	650	650	incorporates high density storage units
Janitor Closet	1	50	50	
Transport Office	1	100	100	
Transport Holding Cell	2	100	200	
Transport Sallyport	1	200	200	direct access to vehicle sallyport
Medical Triage / Interview Room	1	150	150	
Medical Inmate Holding Room	1	100	100	
Medical Nurse / Reception Office	1	150	150	
Medical Nurse Lab	1	140	140	
Medical Pharmacy / Records	1	150	150	
Staff Toilet	1	60	60	
Shower	1	40	40	
Inmate Toilet	1	60	60	
Exam Room	2	160	320	
Inmate Video Arraignment Room	1	140	140	
Inmate / Attorney Conference Room	1	140	140	
Release Change-out Room	2	40	80	
Release Corridor	1	600	600	
Subtotal - Intake/ Booking/ Medical			8,790	
1.2 KITCHEN/ SERVICE				
Loading Receiving Vestibule	1	200	200	

HAMBLEN COUNTY PUBLIC SAFETY FACILITY			
Reduced Core size to 500 beds from 650 beds - Option G.2			
Can Wash	1	30	30
Staff Toilet	1	50	50
Janitor	1	40	40
Dry Storage	1	200	200
Storage	2	100	200
Walk In Freezer	2	90	180
Walk In Cooler	1	125	125
Kitchen Preparation / Serving	1	1,600	1,600
Dishwashing	1	225	225
Office	1	160	160
General Storage	1	500	500
Staff Break / Dining	1	200	200
Tray Storage	1	150	150
Laundry	1	300	300
Commissary Storage	1	275	275
Subtotal - Kitchen			4,435
1.3 JAIL ADMINISTRATION / SUPPORT			
Entry Vestibule	1	120	120
Public Lobby / Waiting	1	800	800
Reception Desk with Work Area	1	150	150
Public Toilets	2	80	160
Video Visitation Room (Public)	1	1,000	1,000
Attorney Visit Waiting Room	1	90	90
Attorney Secure Visit Window	2	40	80
Inmate / Attorney Visit Window	2	40	80
Administrative Work Area	1	250	250
Administrative Records Office	1	350	350
Sergeant Office - Administration	2	100	200
Training Office	1	100	100
Staff Training Room	1	400	400
Administration Conference Room	1	250	250
Staff Toilets / Lockers	2	250	500
Staff Breakroom / Muster	1	200	200
Jail Administrator Office - Captain	1	150	150
Assistant Jail Administrator Office - Lieutenant	1	120	120
Shift Supervisor Office - Sergeant	1	120	120
Storage Room	1	200	200
Communications Closet	1	100	100
Electrical Room	1	175	175
Mechanical Room	1	500	500
Sprinkler Room	1	125	125
Small Storage Room	4	100	400

locate beside corridor out of kitchen area
keep on exterior wall

secure ballistic glazing and transaction windows

locate near training room

locate on secure inmate side of facility

HAMBLEN COUNTY PUBLIC SAFETY FACILITY
Reduced Core size to 500 beds from 650 beds - Option G.2

Subtotal - Jail Administration / Support			6,620
NET TOTAL SQUARE FEET - JAIL SPACES			19,845

HAMBLEN COUNTY 500 REDUCED CORE ONLY SPACE SUBTOTALS OPTION G.2 - SUMMARY OF SPACE REQUIREMENTS - SMALLER CORE SIZE:			
COMPONENT	Base NSF Area	Grossing Factor	Total GSF
1.1 INTAKE / BOOKING / MEDICAL / MAGIST	8,790	1.35	11,867
1.2 KITCHEN/ SERVICE	4,435	1.35	5,987
1.3 JAIL ADMIN. / SUPPORT	6,620	1.35	8,937
SUBTOTAL DETENTION	19,845		26,791
Average Grossing Factor: (Subtotal GSF/ Subtotal NSF)=		1.35	
EST. TOTAL SQUARE FOOTAGE		74%	26,791
(Total Base NSF/Total Building GSF)			
Comments: NOTE - this is the revised 500 Core Program			

Section 4 – Graphic Site Plans, Floor Plans, Massing

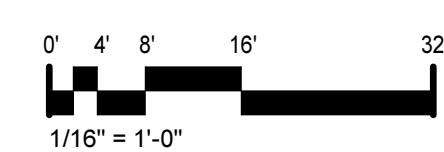
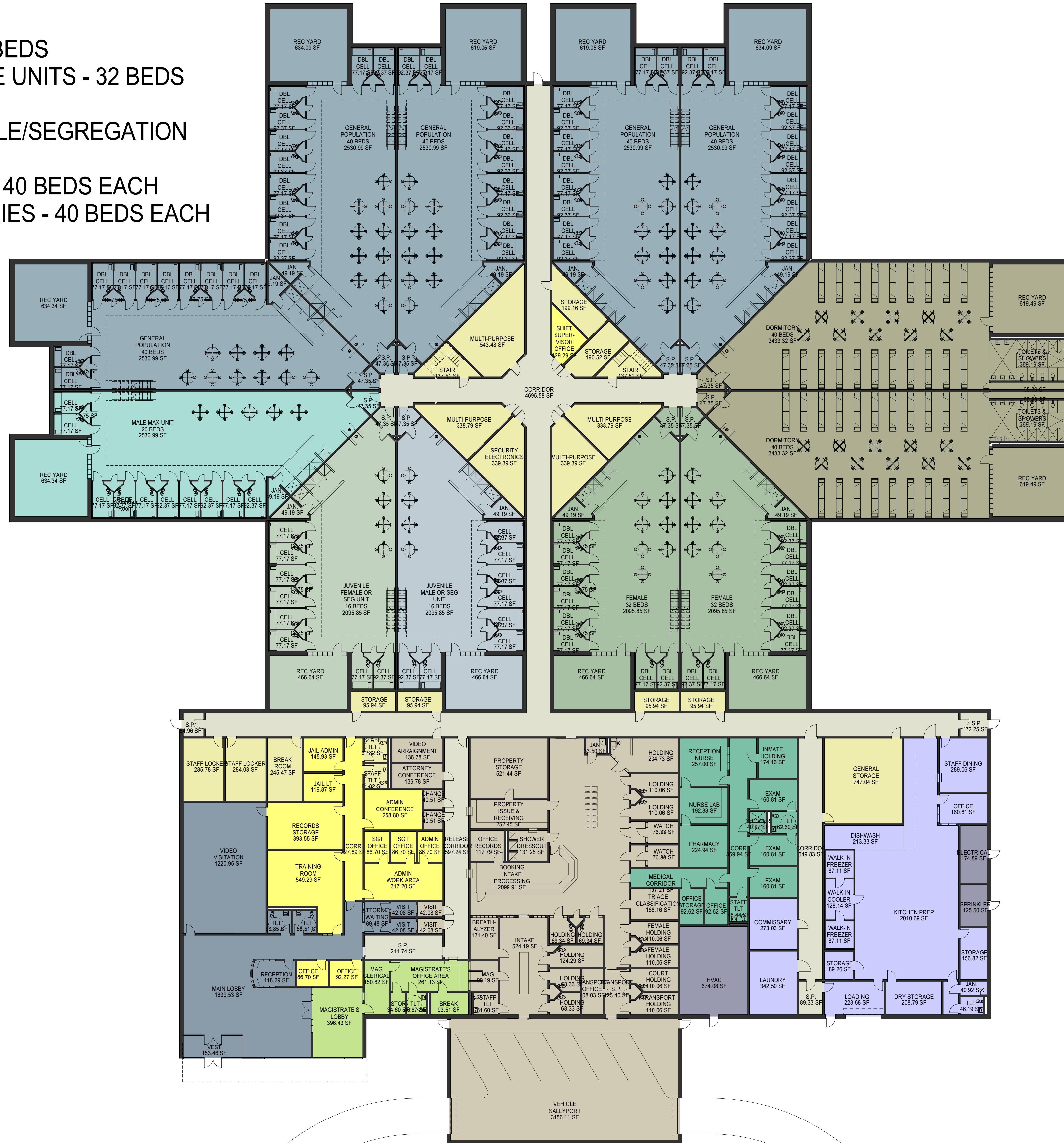
SECTION 4.1 – OPTION A, 650 BED NEW CORE AND 396 NEW JAIL BEDS:

This design represents a current projected jail bed need on a new site. The existing detention beds would be either re-purposed or demolished as the cost to bring up to current jail standards is prohibitive. This option is for detention facility only. This option revolves around a housing “spindle” concept which is very staff-efficient in its design. A guard tower looks into a series of multiple housing units. This design also operates on a single floor movement level, again for staff efficiency and safety. Housing pods consist of (1) maximum security male unit of 20 beds, (2) medium-maximum security female units of 32 beds each, (2) medium-maximum security segregation units of 16 beds each, (5) male general population units of 40 beds each, and (2) male minimum security dormitories of 40 beds each.

OPTION A FEATURES:

396 BEDS
650 "CORE"
JAIL ONLY

- 1 MAXIMUM SECURITY MALE UNIT - 20 BEDS
- 2 MEDIUM/MAXIMUM SECURITY FEMALE UNITS - 32 BEDS EACH
- 2 MEDIUM/MAXIMUM SECURITY JUVENILE/SEGREGATION UNITS - 16 BEDS EACH
- 5 MALE GENERAL POPULATION UNITS - 40 BEDS EACH
- 2 MALE MINIMUM SECURITY DORMITORIES - 40 BEDS EACH



OPTION A - FIRST FLOOR PLAN

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HAMBLEN COUNTY PUBLIC SAFETY FACILITY

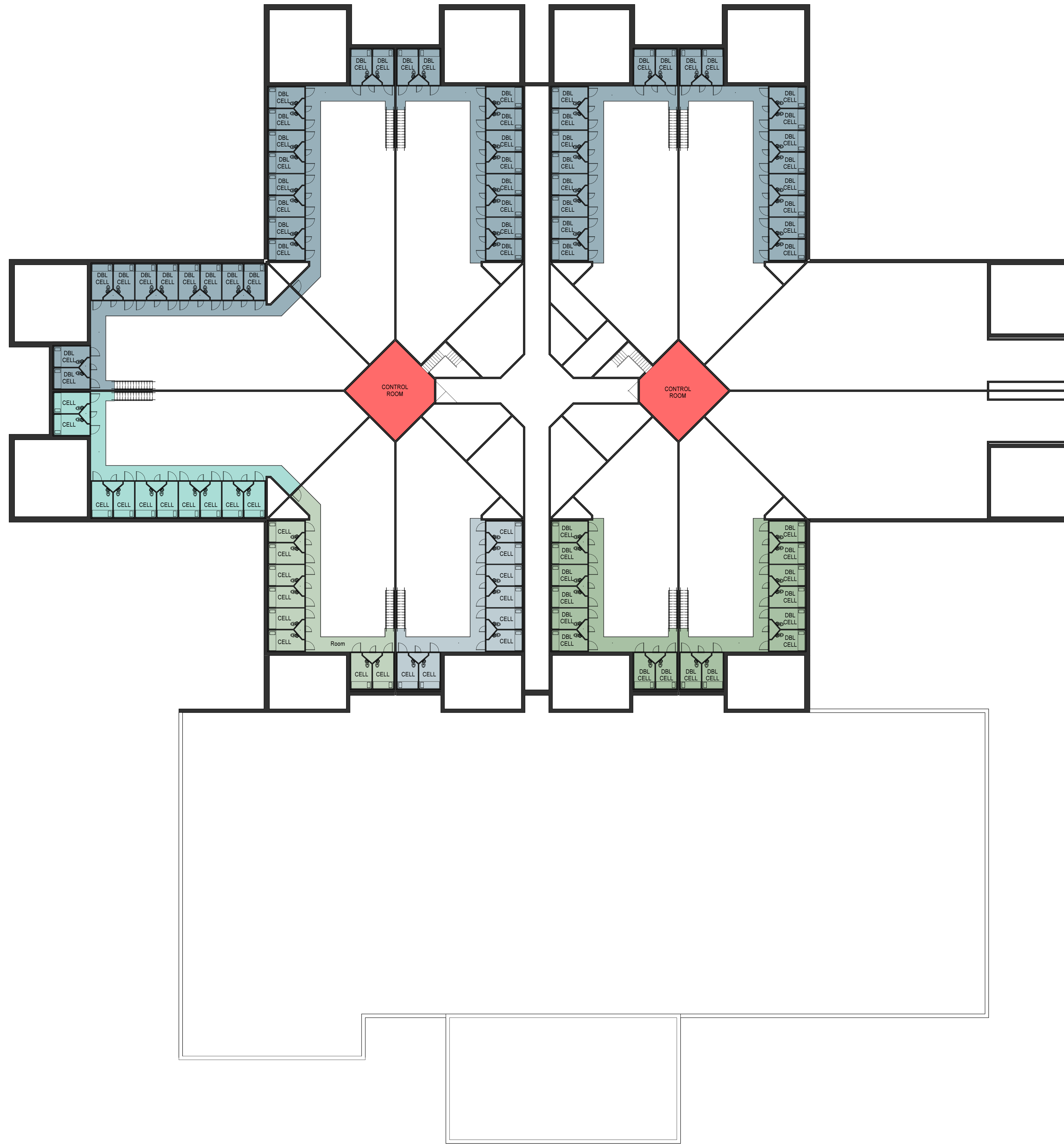
HAMBLEN COUNTY, TENNESSEE
MORRISTOWN, TENNESSEE

PROJECT NO.	DATE
560230	SEPTEMBER 9, 2016
REVISIONS	DESCRIPTION

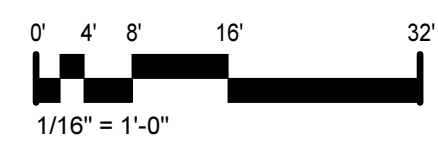
OPTION A
FIRST FLOOR PLAN

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- DEPARTMENT LEGEND
- CIRCULATION
 - FEMALE HOUSING UNIT
 - GENERAL POPULATION - MALE
 - JUVENILE FEMALE
 - JUVENILE MALE
 - MASTER CONTROL
 - MAXIMUM CUSTODY - MALE
 - PUBLIC LOBBY



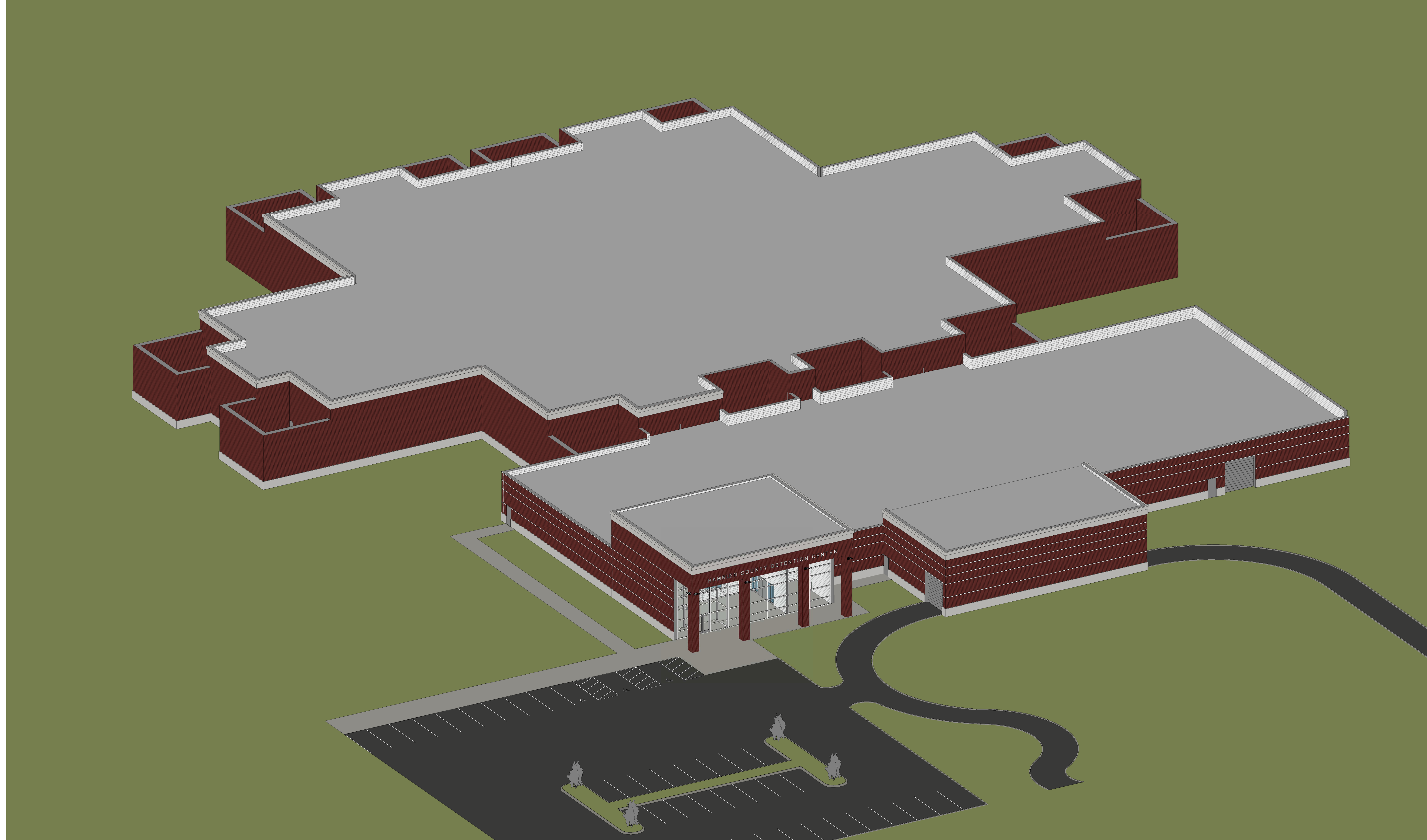
OPTION A - SECOND FLOOR PLAN

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REVISIONS	
DATE	DESCRIPTION

**OPTION A
SECOND FLOOR
PLAN**

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**HAMBLEN COUNTY DETENTION
 FACILITY**

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560230	11-15-2016
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DATE	DESCRIPTION

OPTION A
 MASSING

A4.0

OPTION A MASSING



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**HAMBLEN COUNTY DETENTION
 FACILITY**

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OPTION A
 RENDER

A5.0

OPTION A RENDER

Section 4 – Graphic Site Plans, Floor Plans, Massing

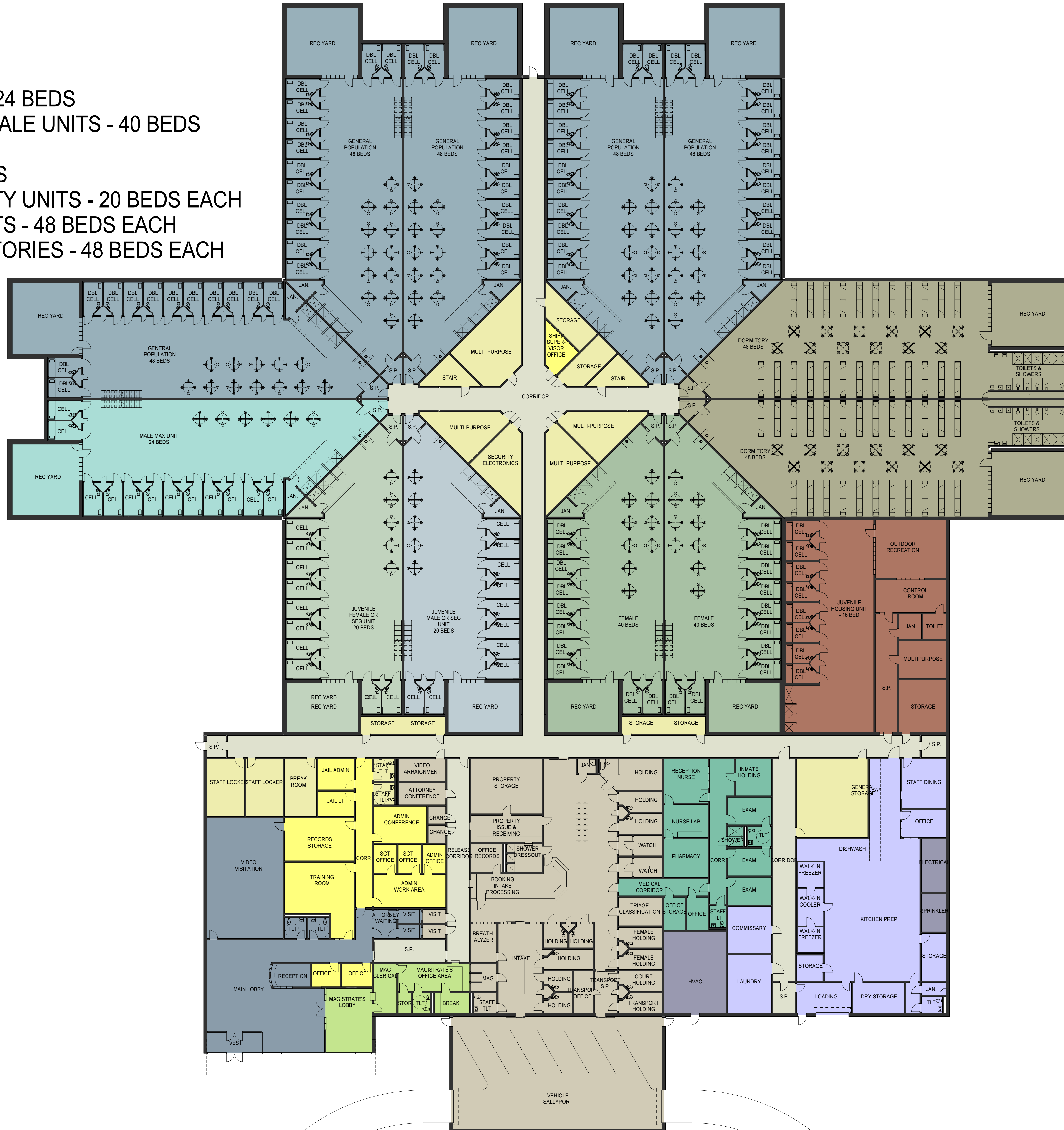
SECTION 4.2 – OPTION B, 650 BED NEW CORE AND 496 NEW JAIL BEDS:

This design represents a projected jail bed need for the year 2031 (a 15 year projected need) on a new site. The existing detention beds would be either re-purposed or demolished as the cost to bring up to current jail standards is prohibitive. This option is for detention facility only. This option revolves around a housing “spindle” concept which is very staff-efficient in its design. A guard tower looks into a series of multiple housing units. This design also operates on a single floor movement level, again for staff efficiency and safety. Housing pods consist of (1) maximum security male unit of 24 beds, (2) medium-maximum security female units of 40 beds each, (2) medium-maximum security segregation units of 20 beds each, (5) male general population units of 48 beds each, (2) male minimum security dormitories of 48 beds each, and (1) administrative or juvenile segregation isolation unit of 16 beds.

OPTION B FEATURES:

496 BEDS
650 "CORE"
JAIL ONLY

- 1 MAXIMUM SECURITY MALE UNIT - 24 BEDS
- 2 MEDIUM/MAXIMUM SECURITY FEMALE UNITS - 40 BEDS EACH
- 1 JUVENILE HOUSING UNIT - 16 BEDS
- 2 SEGREGATION MAXIMUM SECURITY UNITS - 20 BEDS EACH
- 5 MALE GENERAL POPULATION UNITS - 48 BEDS EACH
- 2 MALE MINIMUM SECURITY DORMITORIES - 48 BEDS EACH



DEPARTMENT LEGEND

Administration
Circulation
Dormitory
Female Housing Unit
General Population - Male
Intake/Booking/Property
Juvenile Female
Juvenile Housing Unit
Juvenile Male
Kitchen/Laundry
Magistrate
Maximum Custody - Male
Medical
Public Lobby
Staff Support
Support Systems

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HAMBLEN COUNTY PUBLIC SAFETY FACILITY
 HAMBLEN COUNTY, TENNESSEE
 MORRISTOWN, TENNESSEE

PROJECT NO:	DATE:
560230	SEPTEMBER 9, 2016
REVISIONS	
DATE	DESCRIPTION

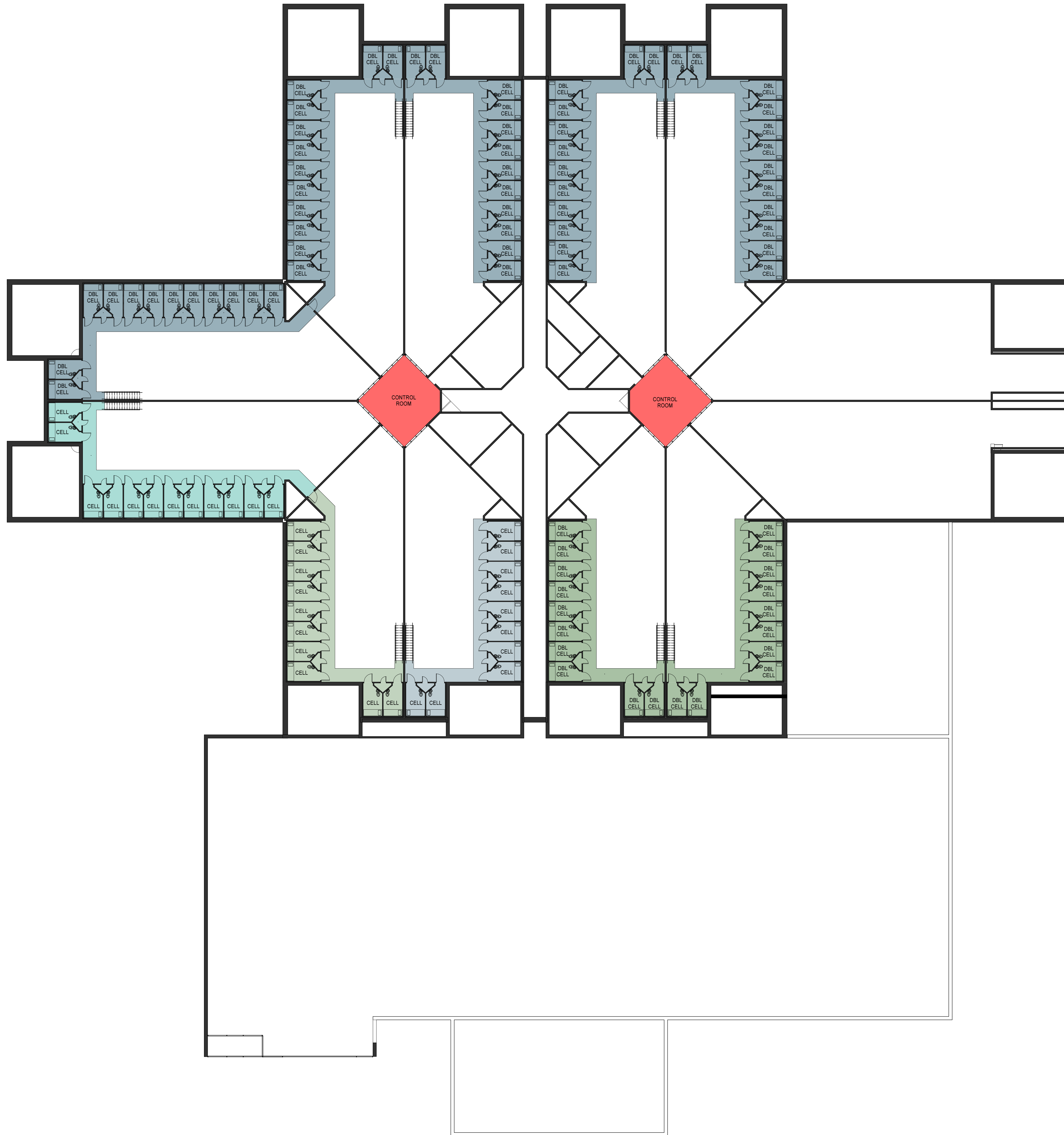
OPTION B
FIRST FLOOR PLAN

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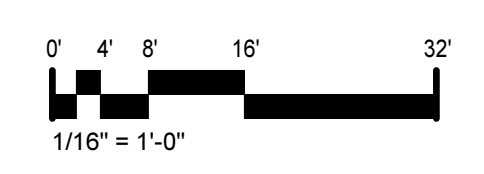
OPTION B - FIRST FLOOR PLAN
 1/16" = 1'-0"

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- DEPARTMENT LEGEND
- FEMALE HOUSING UNIT
 - GENERAL POPULATION - MALE
 - JUVENILE FEMALE
 - JUVENILE MALE
 - MASTER CONTROL
 - MAXIMUM CUSTODY - MALE



OPTION B - SECOND FLOOR PLAN
1/16" = 1'-0"

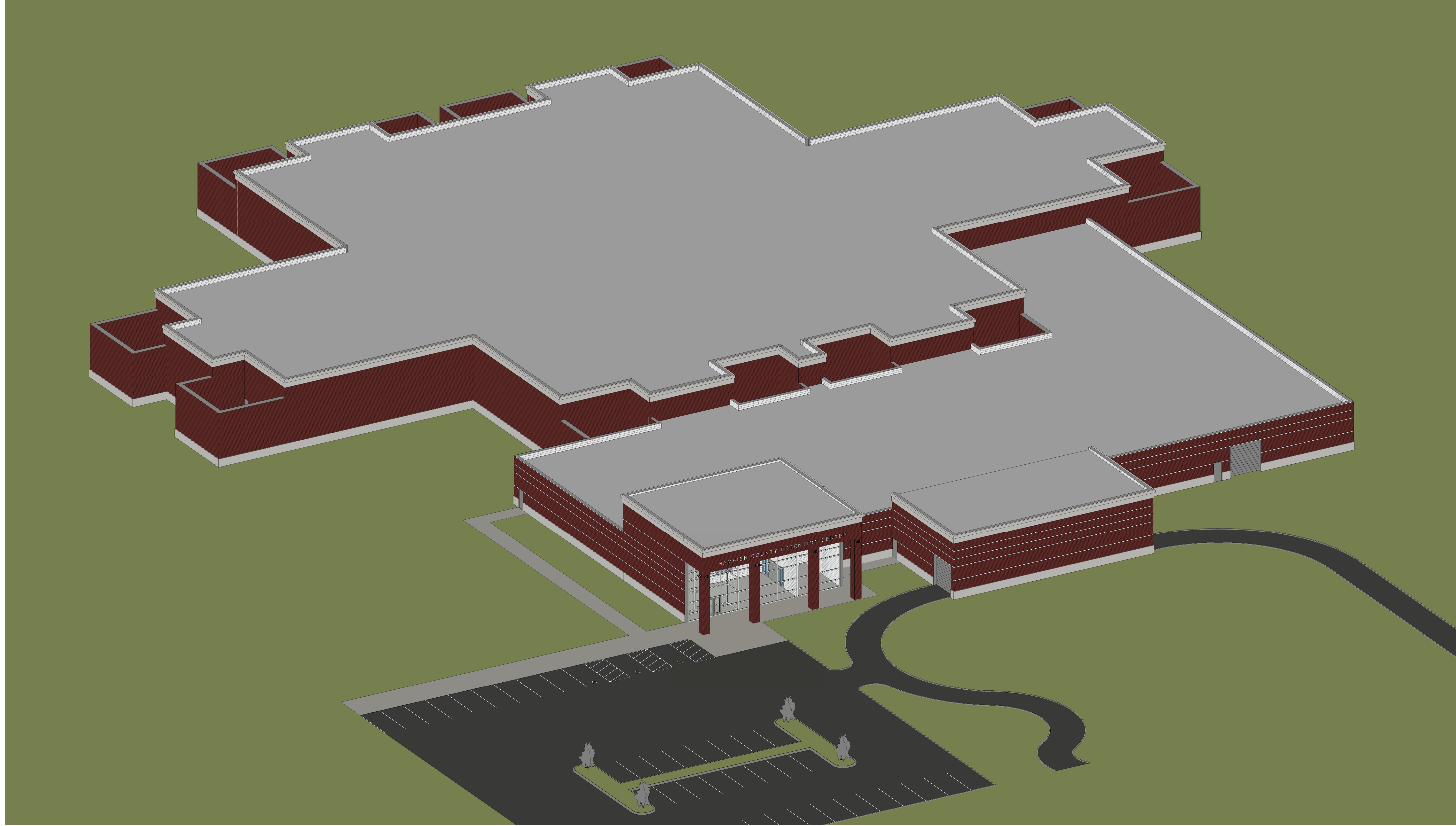
**PROGRESS
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HAMBLEN COUNTY PUBLIC SAFETY FACILITY
HAMBLEN COUNTY, TENNESSEE
MORRISTOWN, TENNESSEE

PROJECT NO: 560230	DATE: SEPTEMBER 9, 2016
REVISIONS	
DATE	DESCRIPTION

**OPTION B
SECOND FLOOR
PLAN**

A2.02B



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**HAMBLEN COUNTY DETENTION
 FACILITY**

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OPTION B
 MASSING

OPTION B MASSING



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**HAMBLEN COUNTY DETENTION
 FACILITY**

PROJECT NO:	DATE:
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OPTION B RENDER

OPTION B RENDER

Section 4 – Graphic Site Plans, Floor Plans, Massing

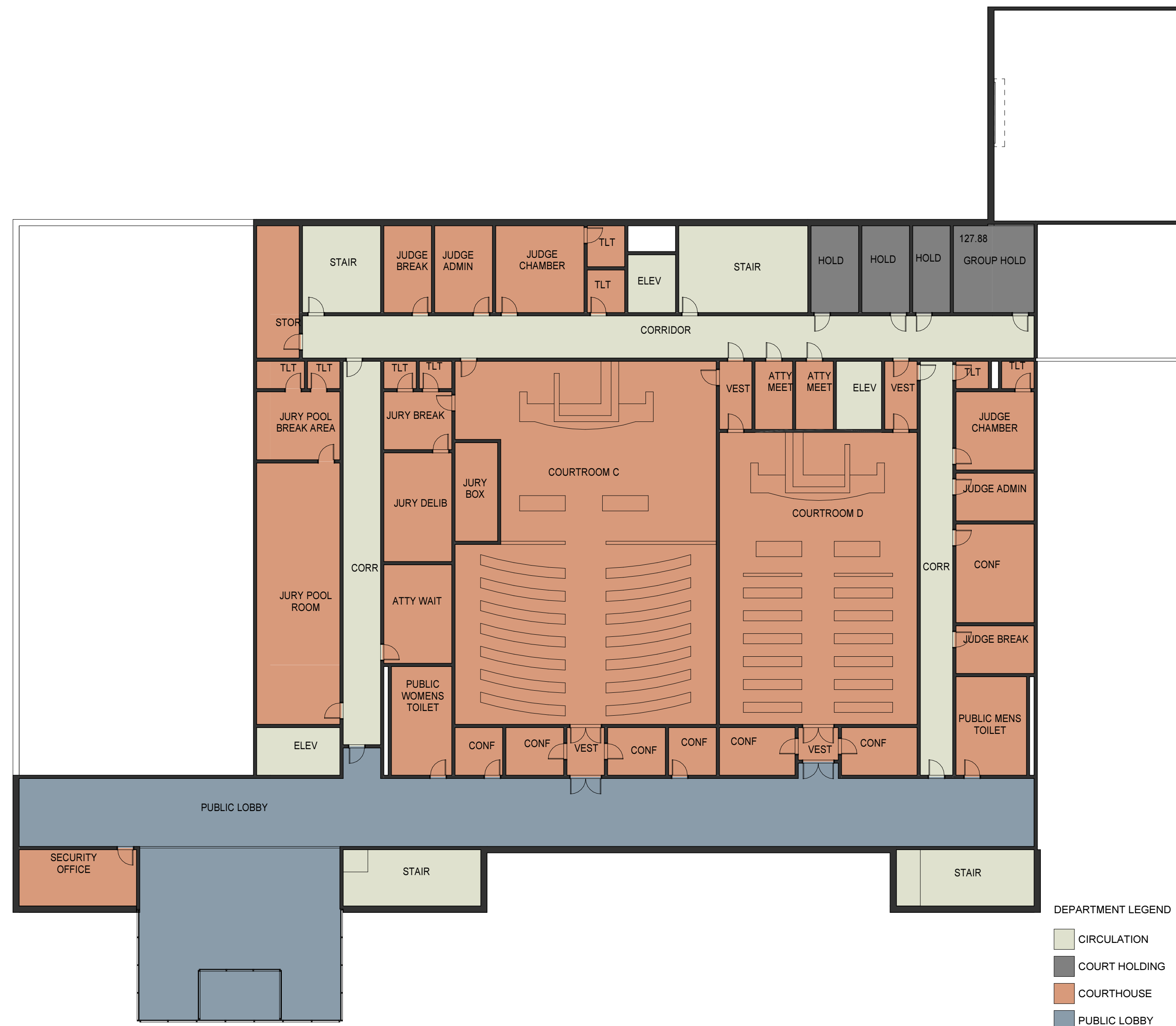
SECTION 4.3 – OPTION C, NEW COURT / CLERK SPACES ADDED TO EITHER OPTION A OR OPTION B ON REMOTE SITE:

This design represents anticipated additional courtrooms and clerk's space to replace that currently located in the Justice Center, and adds additional space for future growth needs. An existing large courtroom would be maintained in the Historic Courthouse along with renovating one existing courtroom into a meeting room. This program includes space for (2) large courtrooms to accommodate 150 spectators with jury spaces, and (2) medium sized non-juried courtrooms to accommodate up to 75 spectators. Additional spaces included address needs for judges, prisoner transport, and Clerk of Court needs.

OPTION C FEATURES:

- TWO STORY STACKED COURTRROOMS
- 2 LARGE JURIED COURTRROOMS TO SEAT 150
- 2 NON-JURIED COURTRROOMS TO SEAT 75
- PRISONER HOLDING AREAS
- CLERK OF COURT OFFICES
- PUBLIC SCREENING/WAITING AREAS

PROGRESS
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CONSTRUCTION



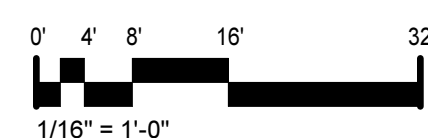
HAMBLÉN COUNTY PUBLIC SAFETY FACILITY

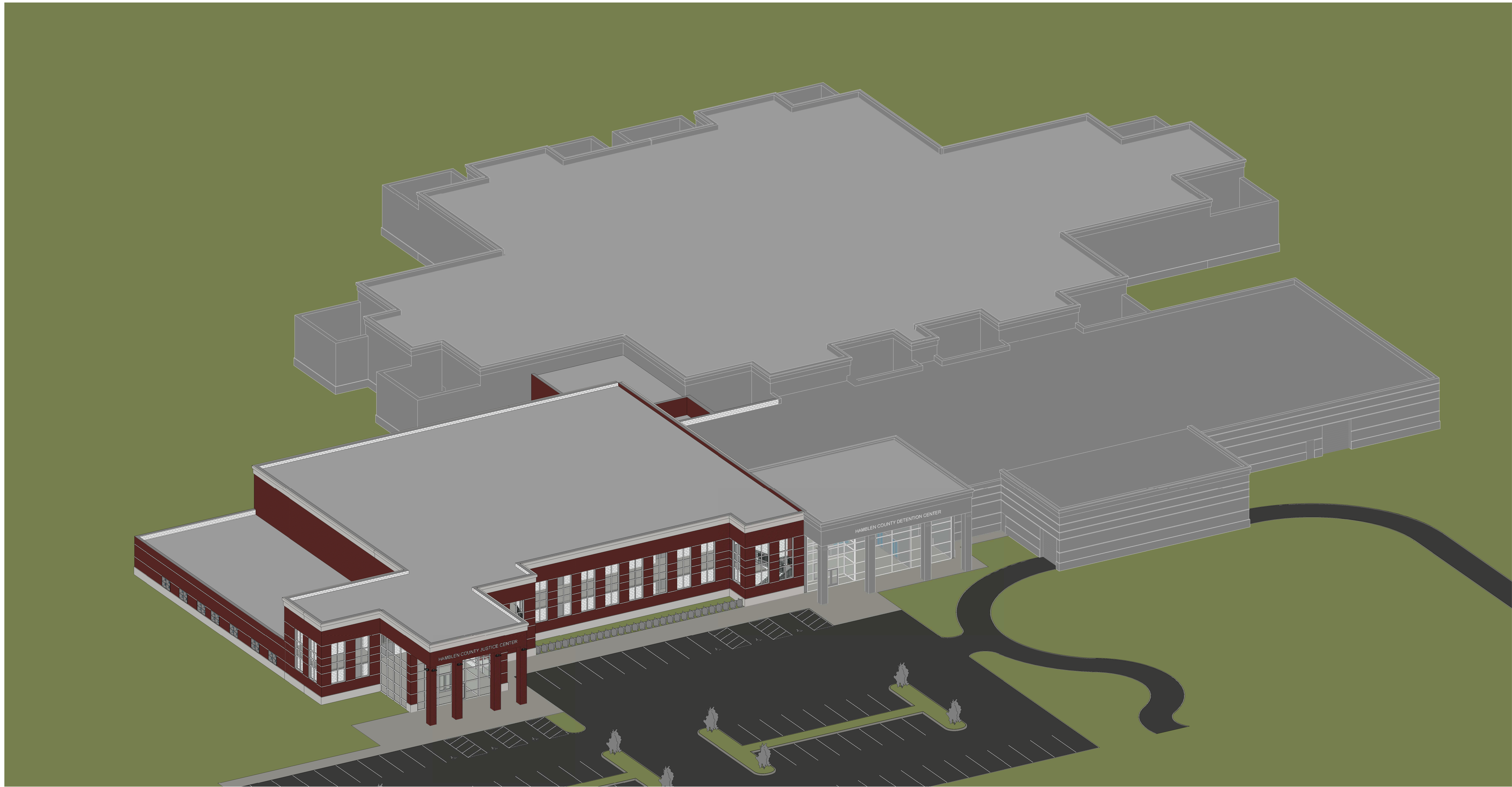
HAMBLÉN COUNTY, TENNESSEE
MORRISTOWN, TENNESSEE

PROJECT NO: 560230	DATE: SEPTEMBER 9, 2016
REVISIONS	
DATE	DESCRIPTION

OPTION C
FIRST FLOOR PLAN

A2.01C





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 CONSTRUCTION

**HAMBLEN COUNTY DETENTION
 FACILITY**

PROJECT NO:	DATE:
560230	11-15-2016
REVISIONS	
DATE	DESCRIPTION

OPTION C
 MASSING

OPTION C MASSING

PROGRESS
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CONSTRUCTION



**HAMBLÉN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
560230	11-15-2016
REVISIONS	
DATE	DESCRIPTION

OPTION C
RENDER

OPTION C RENDER

A5.2

Section 4 – Graphic Site Plans, Floor Plans, Massing

SECTION 4.4 – OPTION D, NEW SHERIFF’S LAW ENFORCEMENT FACILITY ON REMOTE SITE:

This design represents anticipated Sheriff’s Law Enforcement space needs to replace that currently located in the Justice Center, and anticipates future growth needs. Spaces include a new public lobby area, Sheriff’s administration, CID, Patrol, support spaces, and Narcotics Divisions.

OPTION D FEATURES:

- SHERIFF ADMINISTRATION
- CID
- PATROL SPACES
- NARCOTICS DIVISION
- PUBLIC LOBBY AREA
- STAFF SUPPORT SPACES

**PROGRESS
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HAMBLÉN COUNTY PUBLIC SAFETY FACILITY

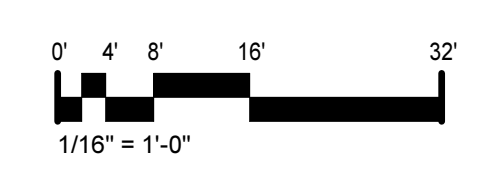
HAMBLÉN COUNTY, TENNESSEE
 MORRISTOWN, TENNESSEE



DEPARTMENT LEGEND

Red	CID
Yellow	CIRCULATION
Green	NARCOTICS
Teal	PATROL
Blue	PUBLIC LOBBY
Orange	SHERIFF ADMIN
Purple	STAFF/BLDG SUPPORT

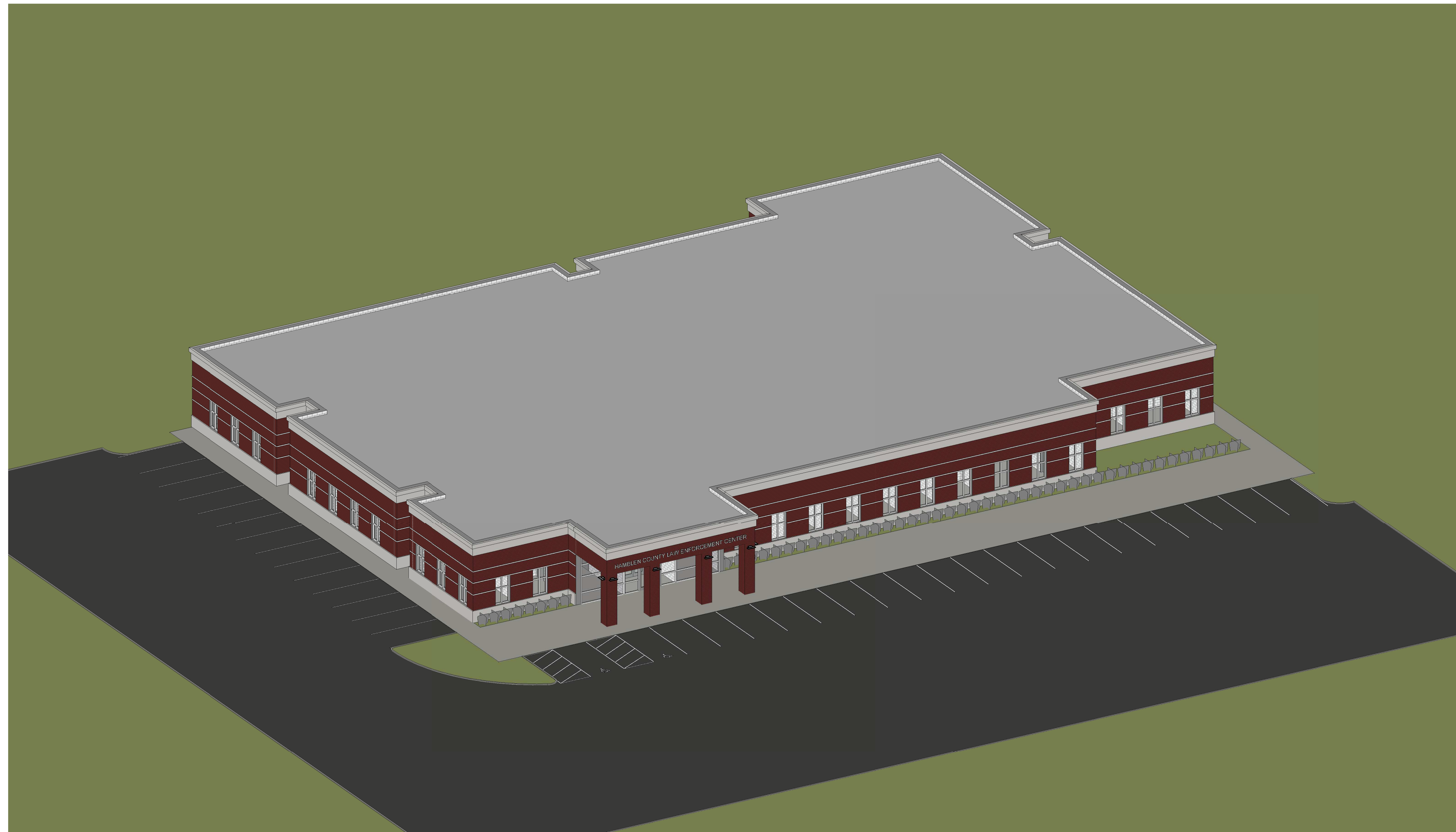
PROJECT NO: 560230	DATE: SEPTEMBER 9, 2016
REVISIONS	
DATE	DESCRIPTION



OPTION D - FIRST FLOOR PLAN
 1/16" = 1'-0"

**OPTION D
 FIRST FLOOR PLAN**

A2.01D



OPTION D MASSING

PROJECT NO.	DATE
560230	11-15-2016
DATE	DESCRIPTION

HAMBLEN COUNTY DETENTION FACILITY

OPTION D MASSING

A4.3

PROGRESS PRINT NOT FOR CONSTRUCTION



PROGRESS
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 CONSTRUCTION

**HAMBLLEN COUNTY DETENTION
 FACILITY**

PROJECT NO:	DATE:
560230	11-15-2016
REVISIONS	
DATE	DESCRIPTION

OPTION D
 RENDER

A5.3

OPTION D RENDER

Section 4 – Graphic Site Plans, Floor Plans, Massing

SECTION 4.5 – OPTION E, 650 BED NEW CORE AND 400 NEW JAIL BEDS PLUS 42 EXISTING BEDS TO REMAIN AT EXISTING WORK CAMP LOCATION:

This design represents a current projected jail bed need on the existing Justice Center site. The existing 42 detention beds in the work camp would be maintained. This option is for detention facility only, and two site options are included locating this option on either side of the existing Justice Center. This option revolves around a housing “rear chase” concept, with jail core spaces on the ground level and most of the detention housing on an upper floor. This is designed in order to minimize the floor plate as the available site area is limited. Every two units share a control observation room as the housing units are aligned side-by-side. Housing pods consist of (4) maximum security male unit of 24 beds, (1) medium-maximum security female units of 48 beds, (1) medium-maximum security segregation units of 48 beds, (2) male general population units of 48 beds each, and (2) male minimum security dormitories of 56 beds each.

OPTION E FEATURES:

**400 BEDS
650 "CORE"
JAIL ONLY**

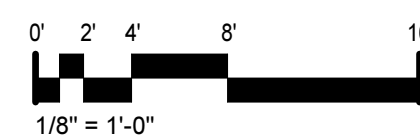
- CORE SPACES ON GROUND LEVEL, HOUSING ON 2ND FLOOR
- 4 MAXIMUM SECURITY MALE UNIT - 24 BEDS EACH
- 1 MEDIUM/MAXIMUM SECURITY FEMALE UNIT - 48 BEDS
- 1 MEDIUM/MAXIMUM SECURITY SEGREGATION UNITS - 48 BEDS
- 2 MALE GENERAL POPULATION UNITS - 48 BEDS EACH
- 2 MALE MINIMUM SECURITY DORMITORIES - 56 BEDS EACH

**PROGRESS
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FOR
CONSTRUCTION**



Department Legend

- BUILDING SERVICES
- CIRCULATION
- DETENTION HOUSING
- INTAKE/PROCESSING/TRANSPORTATION
- JAIL ADMINISTRATION/PUBLIC LOBBY
- KITCHEN/SERVICE/LOADING/STORAGE
- MEDICAL INFIRMARY



OPTION E - FIRST FLOOR PLAN

**HAMBLEN COUNTY DETENTION
FACILITY**

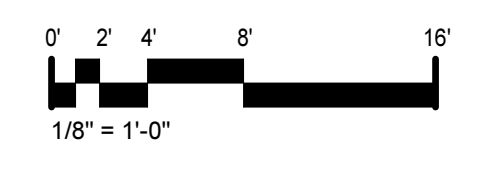
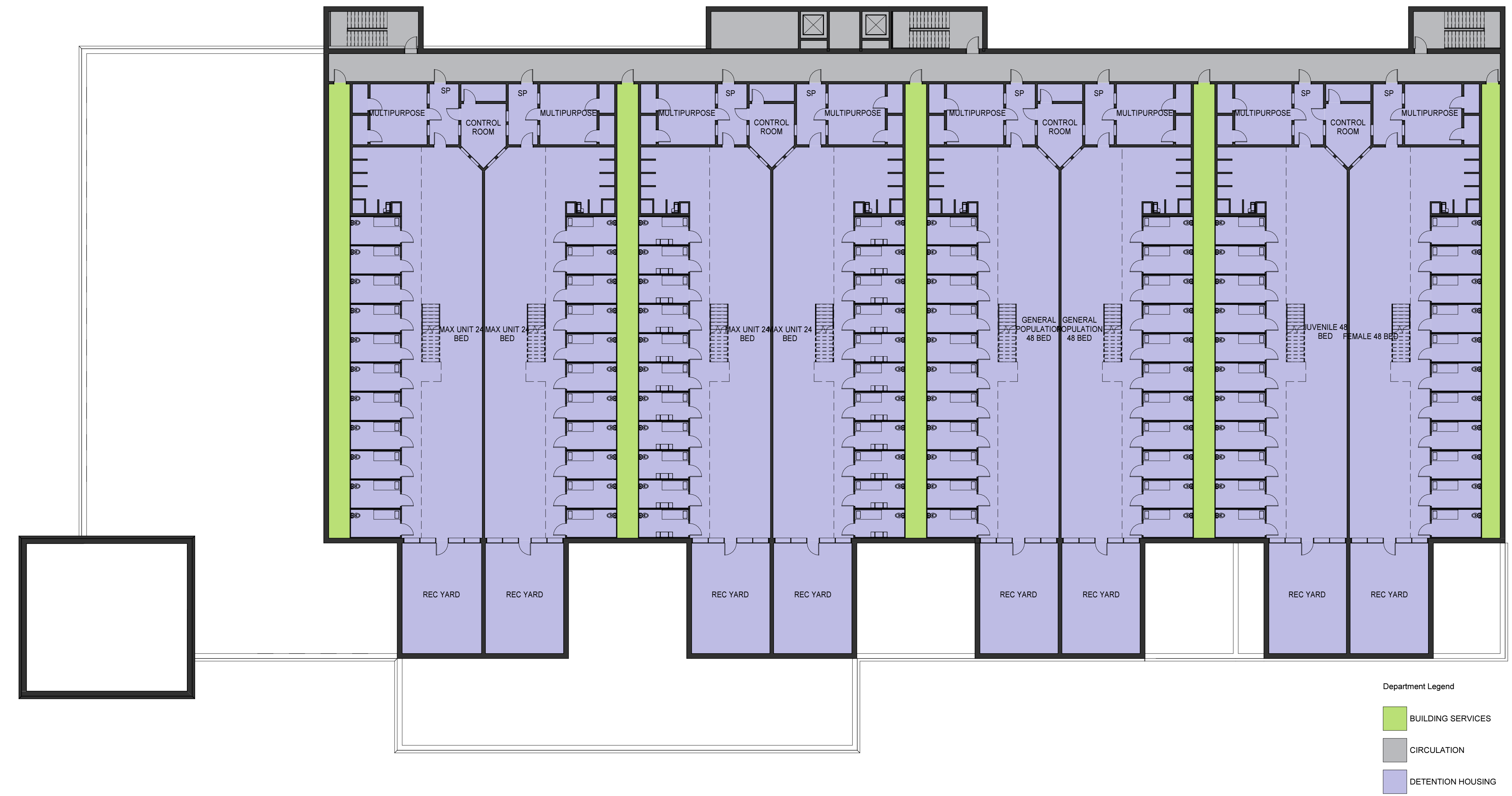
PROJECT NO.	DATE
DATE	DESCRIPTION

**OPTION E
FIRST FLOOR PLAN**

A2.01E

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 CONSTRUCTION**

**HAMBLEN COUNTY DETENTION
 FACILITY**



OPTION E - SECOND FLOOR PLAN
 1/16" = 1'-0"

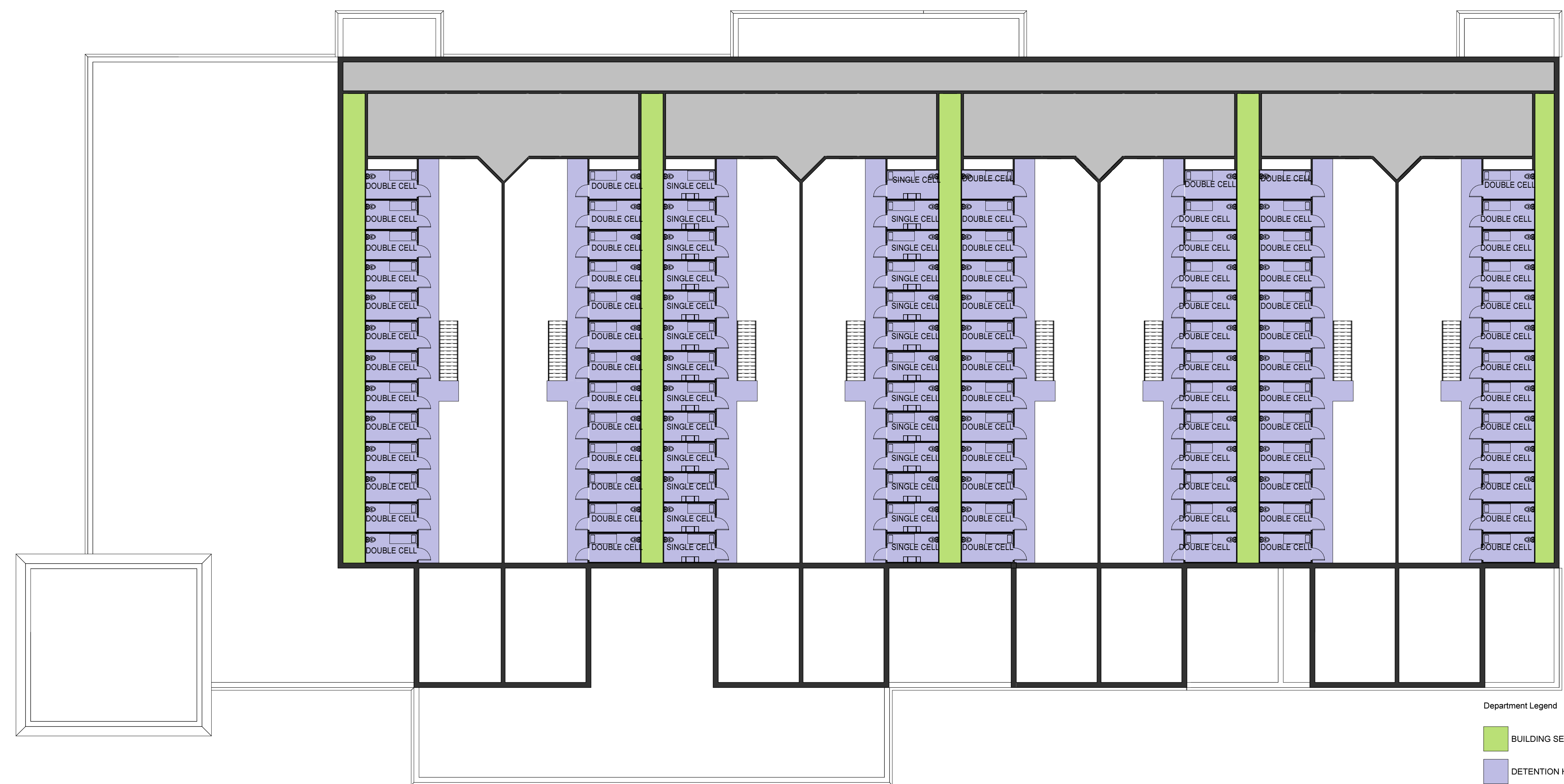
PROJECT NO.	DATE
DATE	DESCRIPTION

**OPTION E
 SECOND FLOOR
 PLAN**

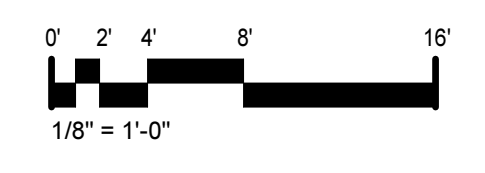
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**HAMBLEN COUNTY DETENTION
 FACILITY**



Department Legend
 ■ BUILDING SERVICES
 ■ DETENTION HOUSING



OPTION E - MEZZANINE FLOOR PLAN
 1/16" = 1'-0"

PROJECT NO.	DATE
DATE	DESCRIPTION

**OPTION E
 MEZZANINE FLOOR
 PLAN**

A2.03E



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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

SITE PLAN OPTION 1

OPTION E SITE PLAN 1



PARKING

FUTURE
EXPANSION

PROGRESS
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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

SITE PLAN OPTION
2

OPTION E SITE PLAN 2



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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

OPTION E MASSING

OPTION E MASSING 1



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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

OPTION E MASSING 2



PROGRESS
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**HAMBLÉN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

OPTION E RENDER

OPTION E RENDER

Section 4 – Graphic Site Plans, Floor Plans, Massing

SECTION 4.6 – OPTION F, 650 BED NEW CORE AND 496 NEW JAIL BEDS PLUS 42 EXISTING BEDS TO REMAIN AT EXISTING WORK CAMP SITE:

This design represents a projected jail bed need for the year 2031 (a 15 year projected need) on the existing Justice Center site. The existing 42 detention beds in the work camp facility would be maintained. This option is for detention facility only, and two site options are included locating this option on either side of the existing Justice Center. This option revolves around a housing “rear chase” concept, with jail core spaces on the ground level and most of the detention housing on an upper floor. This is designed in order to minimize the floor plate as the available site area is limited. Every two units share a control observation room as the housing units are aligned side-by-side. Housing pods consist of (4) maximum security male unit of 24 beds, (1) medium-maximum security female units of 48 beds, (1) medium-maximum security segregation units of 48 beds, (4) male general population units of 48 beds each, and (2) male minimum security dormitories of 56 beds each.

OPTION F FEATURES:

**496 BEDS
650 "CORE"
JAIL ONLY**

- CORE SPACES ON GROUND LEVEL, HOUSING ON 2ND FLOOR
- 4 MAXIMUM SECURITY MALE UNIT - 24 BEDS EACH
- 1 MEDIUM/MAXIMUM SECURITY FEMALE UNIT - 48 BEDS
- 1 MEDIUM/MAXIMUM SECURITY SEGREGATION UNITS - 48 BEDS
- 4 MALE GENERAL POPULATION UNITS - 48 BEDS EACH
- 2 MALE MINIMUM SECURITY DORMITORIES - 56 BEDS EACH

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**HAMBLEN COUNTY DETENTION
FACILITY**



Department Legend

- BUILDING SERVICES
- CIRCULATION
- DETENTION HOUSING
- INTAKE/PROCESSING/TRANSPORTATION
- JAIL ADMINISTRATION/PUBLIC LOBBY
- KITCHEN/SERVICE/LOADING/STORAGE
- MEDICAL INFIRMARY

OPTION F - FIRST FLOOR PLAN
1/8" = 1'-0"

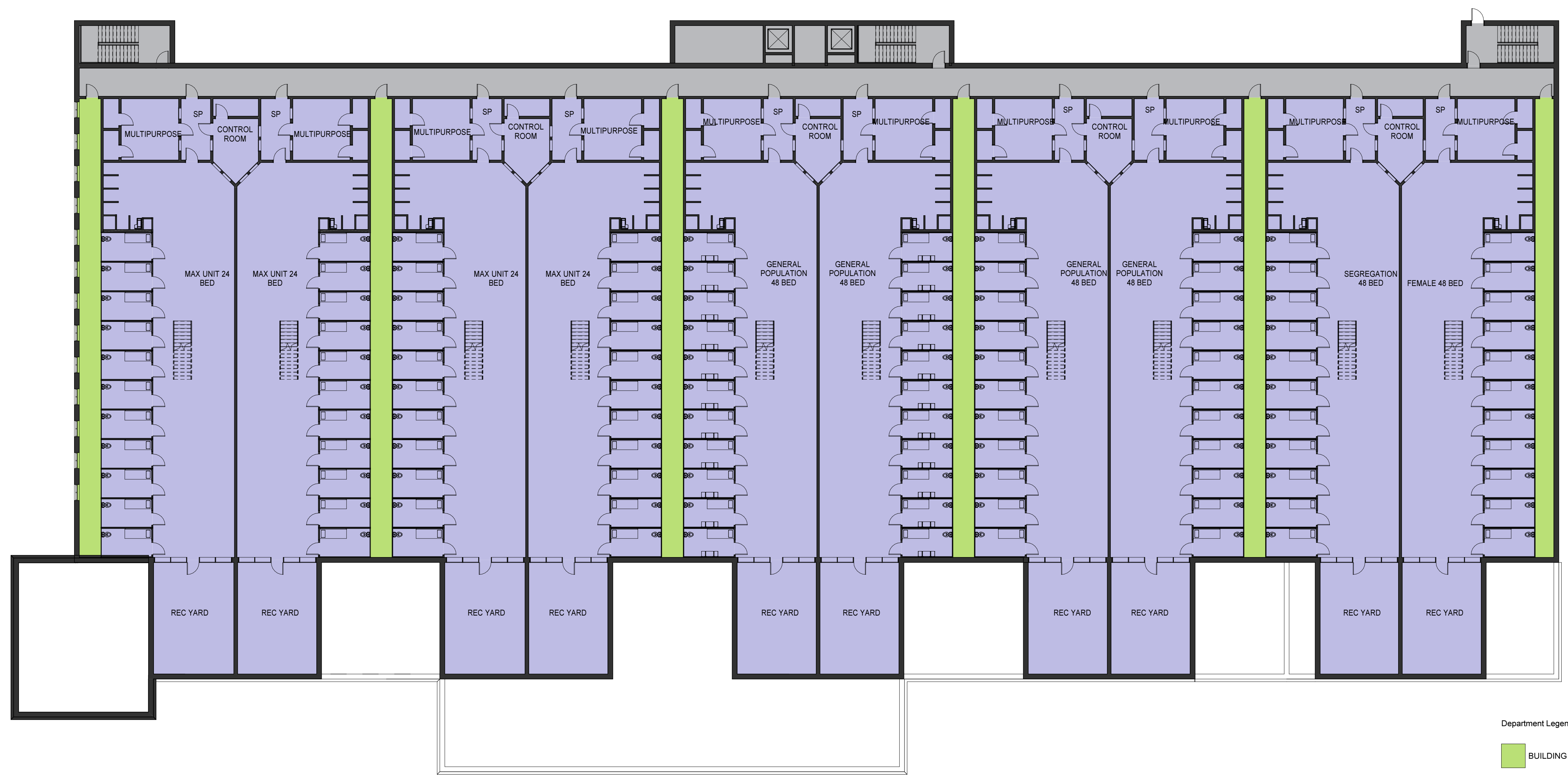
PROJECT NO. DATE

DATE	DESCRIPTION

**OPTION F
FIRST FLOOR PLAN**

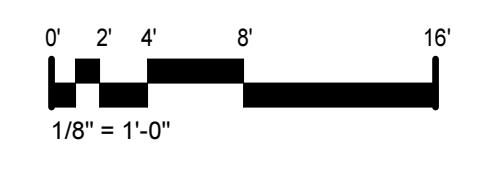
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**HAMBLEN COUNTY DETENTION
 FACILITY**



Department Legend
 ■ BUILDING SERVICES
 ■ CIRCULATION
 ■ DETENTION HOUSING

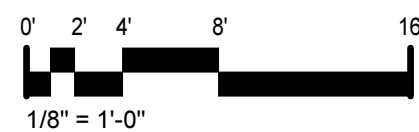
PROJECT NO.	DATE
DATE	DESCRIPTION



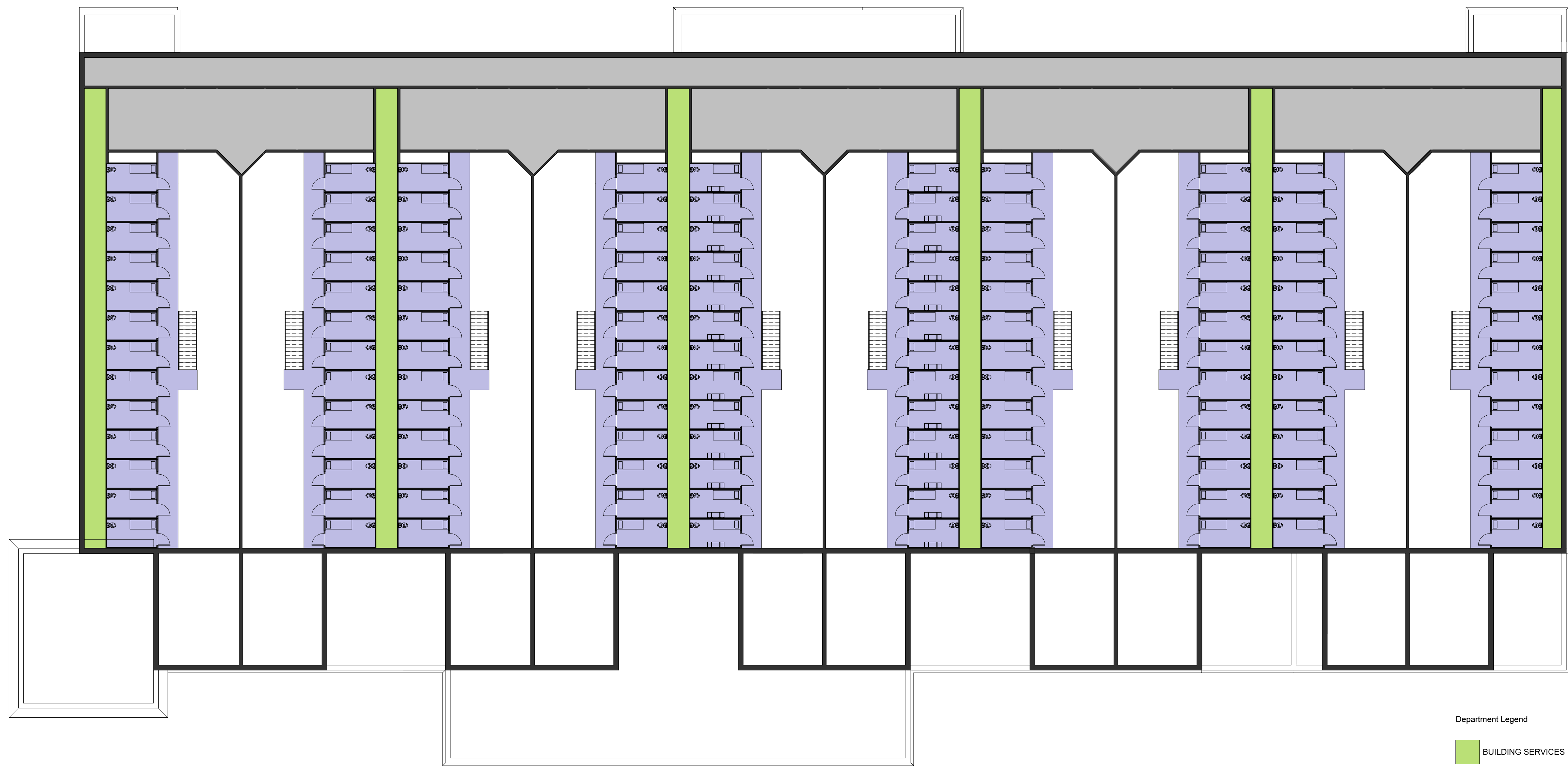
OPTION F - SECOND FLOOR PLAN
 1/16" = 1'-0"

**OPTION F
 SECOND FLOOR
 PLAN**

A2.02F



OPTION F - MEZZANINE FLOOR PLAN
1/16" = 1'-0"



Department Legend
■ BUILDING SERVICES
■ DETENTION HOUSING

PROJECT NO.	DATE
DATE	DESCRIPTION

OPTION F
MEZZANINE FLOOR
PLAN

A2.03F

HAMLEN COUNTY DETENTION FACILITY

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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

SITE PLAN OPTION 1

OPTION F SITE PLAN 1



PARKING

FUTURE
EXPANSION

PROGRESS
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FOR
CONSTRUCTION

**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

SITE PLAN OPTION
2

OPTION F SITE PLAN 2



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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

OPTION F MASSING

OPTION F MASSING 1



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**HAMBLEN COUNTY DETENTION
FACILITY**

PROJECT NO. DATE

DATE DESCRIPTION

DATE	DESCRIPTION

OPTION F MASSING
2

OPTION F MASSING 2



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CONSTRUCTION

**HAMBLLEN COUNTY DETENTION
FACILITY**

PROJECT NO.	DATE
DATE	DESCRIPTION

OPTION F RENDER

OPTION F RENDER

Section 4 – Graphic Site Plans, Floor Plans, Massing

SECTION 4.7 – OPTION G, 650 BED ORIGINAL CORE SIZE PROGRAM G.1, AND REDUCED 500 BED CORE SIZE PROGRAM G.2):

This design option represents a comparison of two different jail “core” sizes: the original recommended 650 bed core and a new 500 bed reduced core. The purpose of this exercise is to analyze potential cost savings of a smaller support space size if actual growth projections change and are reduced over time.

OPTION G FEATURES:

COMPARISON OF TWO JAIL "CORE" SIZES

G1: ORIGINAL RECOMMENDED 650 BED CORE

G2: NEW REDUCED 500 BED CORE



OPTION G2 - FIRST FLOOR PLAN

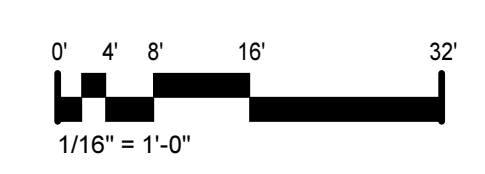
1/16" = 1'-0"



OPTION G1 - FIRST FLOOR PLAN

1/16" = 1'-0"

- DEPARTMENT LEGEND
- ADMINISTRATION
 - CIRCULATION
 - FEMALE HOUSING UNIT
 - INTAKE/BOOKING/PROPERTY
 - JUVENILE FEMALE
 - JUVENILE MALE
 - KITCHEN/LAUNDRY
 - MEDICAL
 - PUBLIC LOBBY
 - STAFF SUPPORT
 - SUPPORT SYSTEMS



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CONSTRUCTION**

PROJECT NO.	DATE
560230	SEPTEMBER 9, 2016
REVISIONS	
DATE	DESCRIPTION

**OPTION G
FIRST FLOOR PLAN**

Section 5 – Opinion of Probable Total Project Costs

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: Option A - 101,895 SF Detention Facility
 Project #560230 with 650 Bed Core and 396 Initial Beds

Date: September 23, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New 2 story Jail Construction - "conditioned" square feet	91,670	SF	\$250.00	\$22,917,500.00
2	Vehicle Sallyport	3,350	SF	\$175.00	\$586,250.00
3	Outdoor Recreation Yards	6,875	SF	\$200.00	\$1,375,000.00
4	Site Development	N/A	SF	lump sum est.	\$1,000,000.00
5	Construction / Design Contingency	N/A	SF	5.00%	\$1,293,937.50
6	Cost Escalation Contingency (12 months)			5.00%	\$1,358,634.38
	Subtotal				\$28,531,321.88
	Estimated Construction Cost - Building and Sitework	101,895	SF	\$280.01	\$28,531,321.88
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$713,283.05
2	Site and Construction Testing	N/A	N/A	0.50%	\$142,656.61
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$2,853,132.19
4	Property Acquisition	15	acres	\$50,000.00	\$750,000.00
	Subtotal				\$4,459,071.84
OPTION A - "SPINDLE" CONCEPT					
TOTAL ESTIMATED PROJECT BUDGET - 396 beds					\$32,990,393.72
Notes:					
Housing units - 2 levels with stairs, 'Y' chases in units					
Housing units to consist of:					
1 - maximum security male unit - 20 beds					
2 - med./max. security female units - 32 beds each					
2 - med/max. security juvenile / seg. units - 16 beds each					
5 - male general population units - 40 beds each					
2 - male minimum security dormitories - 40 beds each					

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

MOSELEY ARCHITECTS

CHARLOTTE
 FAIRFAX
 HARRISONBURG
 RALEIGH-DURHAM
 RICHMOND
 VIRGINIA BEACH
 WARRENTON

Hamblen County TN Option A (396 beds) Staffing Budget Estimate

Position	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
<u>Administrative/ Special Functions</u>					
Jail Administrator-Capt	1	1.0	1.0		\$56,861.75
Ast. Administrator-Lt	1	1.0	1.0		\$56,861.75
Admin Sgt	1	1.0	1.0		\$42,610.23
Shift Sgt	4	4.0	4	\$42,610.23	\$170,440.92
Shift Cpl	4	4.0	4	\$39,065.70	\$156,262.80
<u>Housing Control & Intake/Release</u>					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary +benefits extended.
Both Master Control and housing control	2 per shift	8.0	9.6	\$35,524.67	\$341,036.83
Floor Officers	4 per shift	16	19.2	\$35,524.67	\$682,073.66
Intake/Release	2 per shift	8.0	9.6	\$35,524.67	\$341,036.83
Property control	1 per shift	4.0	4.0	\$35,524.67	\$142,098.68
SUPPORT					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
Classification/Grievance Officer	1 position	1.0	1.0	\$35,524.67	\$35,524.67
PREA Officer	1 position	1.0	1.0	\$35,524.67	\$35,524.67
Training Officer	1 position	1.0	1.0	\$35,524.67	\$35,524.67
Transport officers	2 per shift	8.0	8.0	\$35,524.67	\$284,197.36
Foodservice	2 per shift	8.0	9.6	\$35,524.67	\$341,036.83
Road trash pick-up officers	2 position	2.0	2.0	\$35,524.67	\$71,049.34
Subtotal Total Staff		69	76		
Total Staff					\$2,792,140.99

Conclusion:

This is a draft of a preliminary staffing plan for option A, (396 beds) a more detailed staffing analysis will be performed once a final design option has been selected by the county.

Several assumptions were made in preparing this estimated staffing plan. Hamblen County currently does not allocated for a transportation division and has to pull from current staff, use overtime or others to handle the transportation needs associated with the Detention Center. However it is highly recommended to assure proper inmate supervision within the facility and reduce overtime.

A Shift relief factor of 4.8 was used in calculating the FTE to allow for staff coverage when officers are on vacation, sick leave, holiday, or military leave. Hamblen County currently does not allow for a Shift relief factor.

Hamblen County Jail currently has a total staff of 58 officers. 55 sworn and 3 civilian, however without utilizing a proper shift relief factor the jail is constantly having to either operate short staffed or pay overtime to cover required post when officers are out sick, on vacation, military leave, receiving training.

This salary information was obtained from Hamblen County's most recent Jail-Budget

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option B - 117,355 SF Detention Facility**
 Project #560230 **with 650 Bed Core and 496 Initial Beds**

Date: September 23, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New 2 story Jail Construction - "conditioned" square feet	106,570	SF	\$250.00	\$26,642,500.00
2	Vehicle Sallyport	3,360	SF	\$175.00	\$588,000.00
3	Outdoor Recreation Yards	7,425	SF	\$200.00	\$1,485,000.00
4	Site Development	N/A	SF	lump sum est.	\$1,000,000.00
5	Construction / Design Contingency	N/A	SF	5.00%	\$1,485,775.00
6	Cost Escalation Contingency (12 months)			5.00%	\$1,560,063.75
	Subtotal				\$32,761,338.75
	Estimated Construction Cost - Building and Sitework	117,355	SF	\$279.16	\$32,761,338.75
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$819,033.47
2	Site and Construction Testing	N/A	N/A	0.50%	\$163,806.69
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$3,276,133.88
4	Property Acquisition	15	acres	\$50,000.00	\$750,000.00
	Subtotal				\$5,008,974.04
OPTION B - "SPINDLE" CONCEPT					
TOTAL ESTIMATED PROJECT BUDGET - 496 beds					\$37,770,312.79
Notes:					
Housing units - 2 levels with stairs, 'Y' chases in units					
Housing units to consist of:					
1 - maximum security male unit - 24 beds					
2 - med./max. security female units - 40 beds each					
2 - med/max. security admin. seg. units - 20 beds each					
5 - male general population units - 48 beds each					
2 - male minimum security dormitories - 48 beds each					
1 - juvenile segregation unit - 16 beds					

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

MOSELEY ARCHITECTS

CHARLOTTE
 FAIRFAX
 HARRISONBURG
 RALEIGH-DURHAM
 RICHMOND
 VIRGINIA BEACH
 WARRENTON

Hamblen County TN Option B (496 beds) Staffing Budget Estimate

Position	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
<u>Administrative/ Special Functions</u>					
Jail Administrator-Capt	1	1.0	1.0		\$56,861.75
Ast. Administrator-Lt	1	1.0	1.0		\$56,861.75
Admin Sgt	1	1.0	1.0		\$42,610.23
Shift Sgt	4	4.0	4	\$42,610.23	\$170,440.92
Shift Cpl	4	4.0	4	\$39,065.70	\$156,262.80
<u>Housing Control & Intake/Release</u>					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended.
Both Master Control and housing control	2 per shift	8.0	9.6	\$35,524.67	\$341,036.83
Floor Officers	6 per shift	24	28.8	\$35,524.67	\$1,023,110.50
Intake/Release	2 per shift	8.0	9.6	\$35,524.67	\$341,036.83
Property control	1 per shift	4.0	4.0	\$35,524.67	\$142,098.68
SUPPORT					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
Classification/Grievance Officer	1 position	1.0	1.0	\$35,524.67	\$35,524.67
PREA Officer	1 position	1.0	1.0	\$35,524.67	\$35,524.67
Training Officer	1 position	1.0	1.0	\$35,524.67	\$35,524.67
Transport officers	3 per shift	12.0	14.4	\$35,524.67	\$511,555.25
Foodservice	3 per shift	12.0	14.4	\$35,524.67	\$511,555.25
Road trash pick-up officers	2 position	2.0	2.0	\$35,524.67	\$71,049.34
Subtotal Total Staff		84	96.8		
Total Staff					\$3,531,054.14

Conclusion:

This is a draft of a preliminary staffing plan for option B, (496 beds) a more detailed staffing analysis will be performed once a final design option has been selected by the county.

Several assumptions were made in preparing this estimated staffing plan. Hamblen County currently does not allocated for a transportation division and has to pull from current staff, use overtime or others to handle the transportation needs associated with the Detention Center. However it is highly recommended to assure proper inmate supervision within the facility and reduce overtime.

A Shift relief factor of 4.8 was used in calculating the FTE to allow for staff coverage when officers are on vacation, sick leave, holiday, or military leave. Hamblen County currently does not allow for a Shift relief factor.

Hamblen County Jail currently has a total staff of 58 officers. 55 sworn and 3 civilian, however without utilizing a proper shift relief factor the jail is constantly having to either operate short staffed or pay overtime to cover required post when officers are out sick, on vacation, military leave, receiving training.

You will see that it is very minimal increases in staff from the Option A design. 100 more beds with an increase in staffing cost annually of \$738,913.15

This salary information was obtained from Hamblen County's most recent Jail-Budget

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option C - Additional Court and Clerk Areas**
 Project #560230 **2 Story with 4 courtrooms - 49,750 SF**

Date: November 10, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	Court Annex with 2 large juried and 2 small non-juried CR	48,100	SF	\$225.00	\$10,822,500.00
2	Vehicle Sallyport - for prisoner transport	1,650	SF	\$175.00	\$288,750.00
3	Site Development	N/A	SF	lump sum est.	\$175,000.00
4	Construction / Design Contingency	N/A	SF	5.00%	\$564,312.50
5	Cost Escalation Contingency (12 months)			5.00%	\$592,528.13
	Subtotal				\$12,443,090.63
	Estimated Construction Cost - Building and Sitework	49,750	SF	\$250.11	\$12,443,090.63
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	5.00%	\$622,154.53
2	Site and Construction Testing	N/A	N/A	0.50%	\$62,215.45
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$1,244,309.06
	Subtotal				\$1,928,679.05
	OPTION C - Court Spaces Only - can add either Option				
	TOTAL ESTIMATED PROJECT BUDGET				\$14,371,769.67
	Notes:				
	Two story stacked courtrooms				
	2 large juried courtrooms to seat 150				
	2 non-juried courtrooms to seat 75				
	Prisoner holding areas				
	Clerk of Court offices				
	Public screening / waiting areas				

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option D.1 - Additional Sheriff LEC Areas**
 Project #560230 **26,600 SF stand-alone facility**

Date: November 10, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New single story Law Enforcement Center New Construction	25,270	SF	\$180.00	\$4,548,600.00
2	2 Vehicle Garage Bays	1,330	SF	\$125.00	\$166,250.00
3	Site Development	N/A	SF	lump sum est.	\$500,000.00
4	Construction / Design Contingency	N/A	SF	5.00%	\$260,742.50
5	Cost Escalation Contingency (12 months)			5.00%	\$273,779.63
	Subtotal				\$5,749,372.13
	Estimated Construction Cost - Building and Sitework	26,600	SF	\$216.14	\$5,749,372.13
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	5.00%	\$287,468.61
2	Site and Construction Testing	N/A	N/A	1.00%	\$57,493.72
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$574,937.21
	Subtotal				\$919,899.54
	OPTION D.1 - Sheriffs Spaces Only - Stand-alone Bldg.				
	TOTAL ESTIMATED PROJECT BUDGET				\$6,669,271.67
	Notes:				
	Replaces the current location at the Justice Center				
	1. Public Lobby				
	2. Sheriff's Administration Offices				
	3. CID Unit				
	4. Patrol Division				
	5. Narcotics Division				
	6. Support Spaces				

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County Justice Center Renovations
 Description: Option D.2 - Renovate existing Justice Center for the Sheriff & Juvenile Programs
 Project #560230

Date: November 15, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	Existing Building Level 1 (jail and storage) Renovations	10,800	SF	\$75.00	\$810,000.00
2	Existing Building Level 2 Renovations	10,800	SF	\$75.00	\$810,000.00
3	Existing Building Addition - Renovations	6,300	SF	\$50.00	\$315,000.00
4	Historic Courthouse - Misc. Security upgrades	25,000	SF	\$25.00	\$625,000.00
5	Construction / Design Contingency	N/A	SF	10.00%	\$256,000.00
6	Cost Escalation Contingency (12 months)			5.00%	\$140,800.00
	Subtotal				\$2,956,800.00
	Estimated Construction Cost	52,900	SF	\$55.89	\$2,956,800.00
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$73,920.00
2	Site and Construction Testing	N/A	N/A	0.50%	\$14,784.00
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$295,680.00
	Subtotal				\$384,384.00
	Option D.2 - Justice Center and Historic Courthouse				
	TOTAL ESTIMATED PROJECT BUDGET				\$3,341,184.00
Notes:					
Renovate after the new detention facility and court annex project has been completed					
1 - Sheriff's Law Enforcement functions to move into vacated courtrooms at the Justice Center					
2 - Old jail space to be repurposed for evidence storage					
3 - Historic Courthouse to have security enhancements and miscellaneous renovations					

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option E - 117,225 SF Detention Facility**
 Project #560230 **with 650 Bed Core and 400 Initial Beds**

Date: November 10, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New multi-story Jail Construction - "conditioned" square feet	105,775	SF	\$250.00	\$26,443,750.00
2	Vehicle Sallyport	4,450	SF	\$175.00	\$778,750.00
3	Outdoor Recreation Yards	7,000	SF	\$200.00	\$1,400,000.00
4	Site Development	N/A	SF	lump sum est.	\$1,000,000.00
5	Construction / Design Contingency	N/A	SF	5.00%	\$1,481,125.00
6	Cost Escalation Contingency (12 months)			5.00%	\$1,555,181.25
	Subtotal				\$32,658,806.25
	Estimated Construction Cost - Building and Sitework	117,225	SF	\$278.60	\$32,658,806.25
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$816,470.16
2	Site and Construction Testing	N/A	N/A	0.50%	\$163,294.03
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$3,265,880.63
4	Property Acquisition	15	acres	\$50,000.00	\$750,000.00
	Subtotal				\$4,995,644.81
OPTION E - "REAR CHASE" CONCEPT					
TOTAL ESTIMATED PROJECT BUDGET - 400 beds					\$37,654,451.06
Notes:					
Core spaces on ground level, housing on 2nd floor					
Housing units - 2 levels with stairs, rear chases in units					
Housing units to consist of:					
4 - maximum security male unit - 24 beds					
1 - med./max. security female units - 48 beds					
1 - med/max. security segregation unit - 48 beds					
2 - male general population units - 48 beds each					
2 - male minimum security dormitories - 56 beds each					

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

MOSELEY ARCHITECTS

CHARLOTTE
 FAIRFAX
 HARRISONBURG
 RALEIGH-DURHAM
 RICHMOND
 VIRGINIA BEACH
 WARRENTON

Hamblen County TN Option E (400 new beds plus 42 existing) Staffing Budget Estimate

Position	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
<u>Administrative/ Special Functions</u>					
Jail Administrator-Capt	1	1.0	1.0		\$56,861.75
Ast. Administrator-Lt	1	1.0	1.0		\$56,861.75
Admin Sgt	1	1.0	1.0		\$42,610.23
Shift Sgt	5	5.0	5	\$42,610.23	\$213051.15
Shift Cpl	4	4.0	4	\$39,065.70	\$156,262.80
<u>Housing Control & Intake/Release</u>					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary +benefits extended.
	Both Master Control and housing control	20	24	\$35,524.67	\$852,592.08
	Floor Officers	28	33.6	\$35,524.67	\$1,193,628.91
	Intake/Release	8.0	9.6	\$35,524.67	\$341,036.83
	Property control	4.0	4.0	\$35,524.67	\$142,098.68
SUPPORT					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
	Classification/Grievance Officer	1.0	1.0	\$35,524.67	\$35,524.67
	PREA Officer	1.0	1.0	\$35,524.67	\$35,524.67
	Training Officer	1.0	1.0	\$35,524.67	\$35,524.67
	Transport officers	16.0	19.2	\$35,524.67	\$682,073.66
	Foodservice	12.0	14.4	\$35,524.67	\$511,555.25
	Road trash pick-up officers	2.0	2.0	\$35,524.67	\$71,049.34
Subtotal Total Staff					
Total Staff					
		93	107		\$4,426,256.44

Conclusion:

This is a draft of a preliminary staffing plan for option E, (400 beds plus keeping the 42 at the workhouse) a more detailed staffing analysis will be performed once a final design option has been selected by the county.

Several assumptions were made in preparing this estimated staffing plan. Hamblen County currently does not allocated for a transportation division and has to pull from current staff, use overtime or others to handle the transportation needs associated with the Detention Center. However it is highly recommended to assure proper inmate supervision within the facility and reduce overtime.

A Shift relief factor of 4.8 was used in calculating the FTE to allow for staff coverage when officers are on vacation, sick leave, holiday, or military leave. Hamblen County currently does not allow for a Shift relief factor.

Hamblen County Jail currently has a total staff of 58 officers. 55 sworn and 3 civilian, however without utilizing a proper shift relief factor the jail is constantly having to either operate short staffed or pay overtime to cover required post when officers are out sick, on vacation, military leave, receiving training.

In option E it is keeping the existing workhouse 42 beds therefore requiring more staff, IE: shift supervisor, more transport and additional detention officers. This option also is on a single level and has 5 control rooms which must be staffed 24-7

This salary information was obtained from Hamblen County's most recent Jail-Budget

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option F - 134,000 SF Detention Facility**
 Project #560230 **with 650 Bed Core and 496 Initial Beds**

Date: November 10, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New multi-story Jail Construction - "conditioned" square feet	118,600	SF	\$250.00	\$29,650,000.00
2	Vehicle Sallyport	8,400	SF	\$175.00	\$1,470,000.00
3	Outdoor Recreation Yards	7,000	SF	\$200.00	\$1,400,000.00
4	Site Development	N/A	SF	lump sum est.	\$1,000,000.00
5	Construction / Design Contingency	N/A	SF	5.00%	\$1,676,000.00
6	Cost Escalation Contingency (12 months)			5.00%	\$1,759,800.00
	Subtotal				\$36,955,800.00
	Estimated Construction Cost - Building and Sitework	134,000	SF	\$275.79	\$36,955,800.00
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$923,895.00
2	Site and Construction Testing	N/A	N/A	0.50%	\$184,779.00
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$3,695,580.00
4	Property Acquisition	15	acres	\$50,000.00	\$750,000.00
	Subtotal				\$5,554,254.00
OPTION E - "REAR CHASE" CONCEPT					
TOTAL ESTIMATED PROJECT BUDGET - 496 beds					\$42,510,054.00
Notes:					
Core spaces on ground level, housing on 2nd floor					
Housing units - 2 levels with stairs, rear chases in units					
Housing units to consist of:					
4 - maximum security male unit - 24 beds					
1 - med./max. security female units - 48 beds					
1 - med/max. security segregation unit - 48 beds					
4 - male general population units - 48 beds each					
2 - male minimum security dormitories - 56 beds each					

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

MOSELEY ARCHITECTS

CHARLOTTE
 FAIRFAX
 HARRISONBURG
 RALEIGH-DURHAM
 RICHMOND
 VIRGINIA BEACH
 WARRENTON

Hamblen County TN Option F (492 new beds plus 42 existing) Staffing Budget Estimate

Position	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
<u>Administrative/ Special Functions</u>					
Jail Administrator-Capt	1	1.0	1.0		\$56,861.75
Ast. Administrator-Lt	1	1.0	1.0		\$56,861.75
Admin Sgt	1	1.0	1.0		\$42,610.23
Shift Sgt	5	5.0	5	\$42,610.23	\$213051.15
Shift Cpl	4	4.0	4	\$39,065.70	\$156,262.80
<u>Housing Control & Intake/Release</u>					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary +benefits extended.
	Both Master Control and housing control	24	28.8	\$35,524.67	\$1,023,110.50
	Floor Officers	32	38.4	\$35,524.67	\$1,364,147.33
	Intake/Release	8.0	9.6	\$35,524.67	\$341,036.83
	Property control	4.0	4.0	\$35,524.67	\$142,098.68
SUPPORT					
	Description	Total number of FTE's	Total with extended SRF	Salary + benefits per position	Total Salary + benefits extended
	Classification/Grievance Officer	1.0	1.0	\$35,524.67	\$35,524.67
	PREA Officer	1.0	1.0	\$35,524.67	\$35,524.67
	Training Officer	1.0	1.0	\$35,524.67	\$35,524.67
	Transport officers	16.0	19.2	\$35,524.67	\$682,073.66
	Foodservice	12.0	14.4	\$35,524.67	\$511,555.25
	Road trash pick-up officers	2.0	2.0	\$35,524.67	\$71,049.34
Subtotal Total Staff					
Total Staff					
		113	131		\$4,767,293.28

Conclusion:

This is a draft of a preliminary staffing plan for option F, (492 beds plus 42 at the current workhouse) a more detailed staffing analysis will be performed once a final design option has been selected by the county.

Several assumptions were made in preparing this estimated staffing plan. Hamblen County currently does not allocated for a transportation division and has to pull from current staff, use overtime or others to handle the transportation needs associated with the Detention Center. However it is highly recommended to assure proper inmate supervision within the facility and reduce overtime.

A Shift relief factor of 4.8 was used in calculating the FTE to allow for staff coverage when officers are on vacation, sick leave, holiday, or military leave. Hamblen County currently does not allow for a Shift relief factor.

Hamblen County Jail currently has a total staff of 58 officers. 55 sworn and 3 civilian, however without utilizing a proper shift relief factor the jail is constantly having to either operate short staffed or pay overtime to cover required post when officers are out sick, on vacation, military leave, receiving training.

In this option there are 6 control rooms which must be staffed 24/7. Also like option E it is keeping the 42 beds at the current workhouse which require a on-site shift supervisor. Transport staff was also increased in both options E & F to allow for the movement of inmates to and from the main jail for various reasons.

This salary information was obtained from Hamblen County's most recent Jail-Budget

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option G.1 - Original 650 Bed Core Spaces**
 Project #560230 **cost estimate for this area only - 29,115 SF**

Date: November 10, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New Construction - "conditioned" square feet	26,115	SF	\$250.00	\$6,528,750.00
2	Vehicle Sallyport	3,000	SF	\$175.00	\$525,000.00
3	Site Development	N/A	SF	lump sum est.	\$150,000.00
4	Construction / Design Contingency	N/A	SF	5.00%	\$360,187.50
5	Cost Escalation Contingency (12 months)			5.00%	\$378,196.88
	Subtotal				\$7,942,134.38
	Estimated Construction Cost - Building and Sitework	29,115	SF	\$272.78	\$7,942,134.38
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$198,553.36
2	Site and Construction Testing	N/A	N/A	0.50%	\$39,710.67
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$794,213.44
	Subtotal				\$1,032,477.47
	OPTION G.1 - ORIGINAL 650 BED CORE AREA ONLY				
	TOTAL ESTIMATED PROJECT BUDGET				\$8,974,611.84
	Notes:				
	Includes the following areas / functions:				
	1. Vehicle Sallyport				
	2. Arrestee Intake Unit				
	3. Booking / Processing Area				
	4. Medical Unit				
	5. Kitchen, Loading, and Laundry				
	6. Lobby, Video Visitation				
	7. Administration Offices and Staff Spaces				
	8. Storage Areas				

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

OPINION OF PROBABLE TOTAL PROJECT COST



Client: Hamblen County, TN
 Project Name: Hamblen County New Detention Facility
 Description: **Option G.2 - Original 500 Bed Core Spaces**
 Project #560230 **cost estimate for this area only - 25,040 SF**

Date: November 10, 2016
 Computed By: DRM
 Checked By: DRM
 Sheet Number: 1 of 1

Item No.	Description	Area	Unit	Unit Cost	Total Cost
Construction Costs					
1	New Construction - "conditioned" square feet	23,040	SF	\$250.00	\$5,760,000.00
2	Vehicle Sallyport	2,000	SF	\$175.00	\$350,000.00
3	Site Development	N/A	SF	lump sum est.	\$125,000.00
4	Construction / Design Contingency	N/A	SF	5.00%	\$311,750.00
5	Cost Escalation Contingency (12 months)			5.00%	\$327,337.50
	Subtotal				\$6,874,087.50
	Estimated Construction Cost - Building and Sitework	25,040	SF	\$274.52	\$6,874,087.50
Project Costs					
1	Fixtures, Furnishings & Equipment (FF&E of finished space)	N/A	N/A	2.50%	\$171,852.19
2	Site and Construction Testing	N/A	N/A	0.50%	\$34,370.44
3	Misc. Fees / Costs	N/A	N/A	10.00%	\$687,408.75
	Subtotal				\$893,631.38
OPTION G.2 - REDUCED 500 BED CORE AREA ONLY					
TOTAL ESTIMATED PROJECT BUDGET					\$7,767,718.88
Notes:					
Includes the following areas / functions:					
1. Vehicle Sallyport					
2. Arrestee Intake Unit					
3. Booking / Processing Area					
4. Medical Unit					
5. Kitchen, Loading, and Laundry					
6. Lobby, Video Visitation					
7. Administration Offices and Staff Spaces					
8. Storage Areas					

CY = Cubic Yard
 LF = Lineal Foot
 LS = Lump Sum
 SF = Square Foot
 SY = Square Yard

MOSELEY ARCHITECTS

11430 NORTH COMMUNITY HOUSE ROAD, GIBSON BUILDING - SUITE 225 • CHARLOTTE, NORTH CAROLINA 28277
PHONE: 704.540.3755 • FAX: 704.540.3754

May 12th, 2016

PROJECT LAUNCH – AGENDA

PROJECT Hamblen County Jail / Justice Center
ARCHITECT'S PROJECT NO. 560230
DATE AND LOCATION May 12th, 2016 1:30 pm / Jury room at Justice Center

PROJECT TEAM

*Dan Mace – Project Architect
*Todd Davis – Project Manager
Jason Hopkins – Building Information Modeling
Russell Giles – Constructability Analysis
John Nichols – Energy Analytics
Jason Forsyth – MEP Engineer
Steven Cooke – Structural Engineer
John Edmund – Security Systems
Laurie Gibbs – PREA and Procedures Compliance
Jake Greear-McGill Associates

INTRODUCTIONS AND PROJECT OVERVIEW

WHAT ARE KEY ISSUES TO ADDRESS?

PROCESS DELIVERABLES – Phase One

1. Overview of Hamblen County Criminal Justice System
2. Collection of Jail confinement data from Hamblen County.
3. Functional and Space Program Development- with data provided by Hamblen County and input from various County leaders
4. Data gathering and analysis.
5. Forecasting capacity requirements for 25-30 years in 5 year increments.
6. Pre-architecture program development questionnaires.
 - a. This document will assist Moseley Architects as we summarize the functions that will take place in the building(s), where the functions will take place.
 - b. Amount of space needed

-
- c. Estimated budget to build, equip, and staff the space estimated to meet the county's needs for the next 25-30 years
 7. Project cost for a future facility to include operations and maintenance.
 8. Project schedule with critical path.(time allotment pending county agencies response)
 - a. Jail confinement data collection- weeks 1-2
 - b. Court case load and space data collection- weeks 1-2
 - c. Sheriff's office space needs data collection- weeks 1-2
 - d. DA's office space needs data collection- weeks 1-2
 - e. Data analysis-weeks 3-4
 - f. Interviews with county state holders (individual interviews with completed questionnaires-weeks 5-6
 - g. Interview county maintenance division weeks 5-6
 - h. Space programming weeks 7-8
 - i. Confirmation of project program with stake holders- week 9
 - j. Jail staffing based on program-week 10
 - k. Develop floor plan options for Jail / Justice Center weeks-10-12
 - l. Develop estimated budgets for various options weeks 12-13
 - m. Present options, budgets to Hamblen County officials week for direction-14
 - n. Prepare final Phase One Report- weeks 14-15
 9. Public relations plan.
 10. Preparation of a final Phase One Report.

COMMUNICATION – PREFERRED MEETING DATE / TIME, POINT OF CONTACT FOR HAMBLEN CO

- a. Point of contact for Moseley Architects:
 - Dan Mace- dmace@moseleyarchitects.com
 - Todd Davis- tdavis@moseleyarchitects.com

DATA NEEDS FROM COUNTY

1. Past confinement data (5 years prior)
2. Electronic copies of contracted services related to jail operations
3. Electronic copy of current policies and procedures manual, post orders, inmate handbook
4. Organizational chart of the detention center
5. Inmate programs currently offered at the facility

6. SRF data: vacation, sick leave, holidays, military leave, break time, comp time, etc.
7. Hamblen County courts data:
 - a. Case loads per court type
 - b. Judges spaces, Jury room(s)
 - c. Clerk of Court space needs and growth trends data
 - d. District Attorney space needs and growth trends data
 - e. Plans of existing Justice Center campus to include jail, courts, Sheriff's Office, DA's office and any other spaces included in the Justice Center
 - f. Site information pertaining to current Justice center site, IE: topo maps, surveys, site plans etc.
 - g. Potential county-owned property maps under consideration for a replacement Justice Center location

PLAN NEXT STEPS AND SET MEETING DATE

OTHER CONCERNS / QUESTIONS

ADJOURN

MOSELEY ARCHITECTS

May 18, 2016

MEMORANDUM OF CONFERENCE

PROJECT Hamblen County TN Jail and Justice Center
Hamblen County, TN

ARCHITECT'S PROJECT NO. 560230

DATE AND LOCATION Thursday, May 12 2016

PRESENT

For Citizens Advisory Committee, Part 1 of Meeting

* Bill Brittain County Mayor
Rita Turner
Patrice Puglise
Paul Hyde
Karen Goins
Wayman Skelton
Jim Bond
Chris Harville
Dean Haun
Gary Johnson

For Hamblen County, TN Part 2 of Meeting

* Bill Brittain - County Mayor
Wayne Mize - HCSO
Hugh Moore - HCSO
Gerry Hambrick - HCSO
Teresa Laws - HCSO
Terry Myers - HC Maintenance
Carole Jones (for Teresa West) - Circuit Court Clerk
Dana Wampler, County Commissioner
Paul Hyde – Chairman, Citizen's Advisory Committee
Glenna Howington - Citizen's Tribune Staff Writer

For Moseley Architects
Jason Hopkins, AIA
Dan Mace, AIA
Todd Davis, Criminal Justice Planning
Jake Greear, McGill Associates Civil Engineering

DISCUSSIONS AND DECISIONS.

The purpose of the meeting was to first meet with the Citizen's Advisory Committee at 12:00 noon, then meet with the Jail Planning Committee at 1:30:

1. Part 1: Citizens Advisory Committee Meeting @ 12:00 pm

MEMORANDUM OF CONFERENCE

RE: Hamblen County TN Jail and Justice Center, TN

Page 2

May 18, 2016

- a. Purpose of this committee is to function as a community outreach group that will stay informed of the progress of the project and serve as a resource to the citizens of Hamblen County that are interested/concerned about any issues surrounding the jail project.
- b. Paul Hyde was selected as Chairman for the Committee with Cindy Dibb providing administrative support.
- c. A recent Bed Space Needs study dated 3-21-2016 by Jim Hart was provided to the design team and attached to the end of this MOC.
- d. Moseley Architects is commencing Phase 1 of the overall project which will involve the creation of a space program to summarize the space needs of all entities that will require space in the jail. The program will indicate all required spaces with estimated square footages, desired adjacencies, major equipment to be accommodated, along with a "grossing factor" which is added to the total net square footage to account for circulation space and service space.
- e. Phase 2 will begin after the completion of Phase 1 and will study/focus on site selection. Options to be considered are a renovation/expansion of the existing jail or locating the jail on a remote site that can be master planned to accommodate future expansions and possibly other County facilities.
- f. General concerns/comments from committee:
 - (1) Current jail is described as being very operationally inefficient and thus a liability to the County.
 - (2) Concerned about the height of the jail – if multi-story the citizens may not want the jail to be the tallest building downtown.
 - (3) Existing jail is land-locked. Minimal space to add on currently and no space to add on in the future.
 - (4) Old Morristown College site is a possible site than can be explored. Site is 51 acres adjacent to a cemetery and low income housing.
 - (5) If abandoned, the current jail should be studied for repurposing. It has some known roofing issues but is believed to be structurally sound.
 - (6) County population is growing and new legislation is cause for concern that even more inmates will be housed. Theft over \$500 is no longer a felony but a misdemeanor that could cause more inmates to be in the jail.
 - (7) An efficient floor plan and good operational flow should be addressed with any new jail that is designed.
 - (8) Concern expressed over inmate transport. Any new jail solution should be centrally located to minimize the expense of transporting inmates.
 - (9) Existing jail needs to be studied to determine if expansion can occur vertically. Jail may not have been designed structurally to accommodate the additional loads imposed by adding floors.
 - (10) More focus on mental health programs is desired.
 - (11) Jail has a 90% recidivism rate. Need more program space in jail to address drug recovery programs, life and social skills.
- g. Committee may arrange to tour a recent facility done by Moseley Architects.

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- h. Committee needs to determine how they plan to communicate with the public.

2. Part 2: Jail Planning Committee Meeting @ 1:30

- a. Bill Brittain, County Mayor introduced the Jail Planning team.
- b. Dan Mace introduced design team and provided general overview of project and design/study Phases.
- c. Jason Hopkins will be the point of contact for the design team; Bill Brittain will be the point of contact for Hamblen County.
- d. Stakeholder input/Committee concerns
 - (1) Original jail was built around 1978, the annex was opened in 2004, and there was an addition of 68 beds in 2008. The incremental additions have made the current operation inefficient.
 - (2) Circuit Court Judge needs storage space for records (even though efforts are beginning to digitize records). There is Criminal, Sessions, and some Circuit court at the jail now and the Clerk is dealing with a split operation. There needs to be a single Clerk's office to accommodate (22-25 employees).
 - (3) Facilities wants to be able to stay out of the housing units as much as possible to perform maintenance. 90% of County Maintenance's time is spent at the jail which is expensive. Design needs to factor in maintenance costs.
 - (4) Cells are needed, not so much dormitory housing space. Cells are needed for better isolation when required, separation and classification of inmates. There is a total population at time of meeting of 378 (111 females, rest males) and jail has a rated capacity of 255. Working conditions at existing jail have led to a high staff turnover rate.
 - (5) New jail design needs to plan for future expansion that will not disrupt ongoing activities at the jail.
 - (6) Patrol division of Sheriff's Office needs training space (chemical weapons, pepper spray, baton training); server storage for Law Enforcement; armory storage (Rifles and pistols, scuba gear); privacy is needed for sensitive discussions; CID needs private interview spaces; Narcotics is located off-site and should continue to be separate; Conditioned evidence storage space needed (currently in attic); evidence lockers needed (brochure provided to design team – attached to this MOC); vehicle storage space needed; separate and secure employee parking needs to be addressed; public separation from jail is needed (public can currently walk up to the non-fenced exterior); impound yard needed.
 - (7) Core spaces such as kitchen, laundry, booking, and property storage should be designed to accommodate the ultimate capacity of jail.
 - (8) Isolation cells are badly needed; double cells are preferred over quad cells; at least 50 single cells are needed; medical suite with negative pressure containment is needed.
 - (9) Food preparation is done with inmate labor.
- e. Data Collection Needs:
 - (1) Past confinement data (5 years prior)
 - (2) Electronic copies of contracted services related to jail operations
 - (3) Electronic copy of current policies and procedures manual, post orders, inmate handbook

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- (4) Organizational chart of the detention center
- (5) Inmate programs currently offered at the facility
- (6) SRF data: vacation, sick leave, holidays, military leave, break time, comp time, etc.
- (7) Hamblen County courts data:
 - a) Case loads per court type
 - b) Judges spaces, Jury room(s)
 - c) Clerk of Court space needs and growth trends data
 - d) District Attorney space needs and growth trends data
 - e) Plans of existing Justice Center campus to include jail, courts, Sheriff's Office, DA's office and any other spaces included in the Justice Center
 - f) Site information pertaining to current Justice center site, IE: topo maps, surveys, site plans etc.
 - g) Potential county-owned property maps under consideration for a replacement Justice Center location

The above information is the writer's recollection of the discussions and decisions at the meeting. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.

NOTES BY:



Jason Hopkins
Project Manager

DISTRIBUTION: As indicated by (*) above

MOSELEYARCHITECTS

11430 NORTH COMMUNITY HOUSE ROAD, GIBSON BUILDING - SUITE 225 • CHARLOTTE, NORTH CAROLINA 28277
 PHONE: 704.540.3755 • FAX: 704.540.3754

HAMBLEN COUNTY PLANNING COMMITTEE SIGN IN SHEET

Date: _____

Please print and provide email address for project communication.

NAME	ORGANIZATION	TEL. NUMBER	EMAIL ADDRESS
Todd Davis	Moseley Architects	(336) 202-1358	tdavis@moseleyarchitects.com
Dan Mace	Moseley Architects	(704) 697-2911	dmace@moseleyarchitects.com
Jason Hopkins	Moseley	704 540 3755	jhopkins@moseleyarchitects.com
JAVE GREGAR	McGILL ASSOC.	(865) 540-0201	JAVE.GREGAR@MCGILLENGINEERS.COM
WAYNE MIZE	HCSO	423-586-3781	WMIZE@CO.HAMBLEN.TN.US
Lept. Rodney Hugh Moore	HCSO	423-585-2771	hmoore@co.hamblen.tn.us
GERRY HAMBRICK	HCSO	423-585-4315	ghambrick@co.hamblen.tn.us
Teresa Laws	HCSO	423-231-1172	tlaws@co.hamblen.tn.us
Terry Myers	Hamblen County Maintenance	423-312-0587	tmyers@co.hamblen.tn.us
Terese Jones	Circuit Court Clerk	423-312-8570	twest@co.hamblen.Tn.us
DANA WAMPLER	County Comm JAIL Study Chair	423-734-3477	DWAMPLER@MUSKIEBET.COM
PAUL HYDE	HAMBLEN COORIN SUBSTANCE ABUSE	(423) 312-5256	plhydejrl@yahoo.com
Glenna Howington	Staff Writer Citizen Tribune	(423) 231-6657	ctbusnew@lcs.net
Bill Brittain	County Mayor	(423) 586-1931	bbrittain@co.hamblen.tn.us

Teresa West

Type of Bed Space Needs

Hamblen County Jail

3/21/2016

University of Tennessee

Hart, James Michael

Jail Management Consultant

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1. Introduction.

- a. This information was initially requested by the County Mayor during a meeting on October 16, 2015. The Mayor wanted to have some basic projections on what type of beds to consider in the new jail project. I contacted Chief Mize at the Sheriff's Office to discuss this project and to ask who I should contact for assistance on this. He indicated that he would inform the jail administrator of the information needed and that I could work with her.
- b. Information was submitted to me from the jail regarding inmate length of stay, types of current bed space and the classification of inmate housed in each area of the jail. Currently a formal inmate classification program that separates offenders by risk and need does not exist. The agency intends to develop and implement a formal inmate classification program with the new facility.

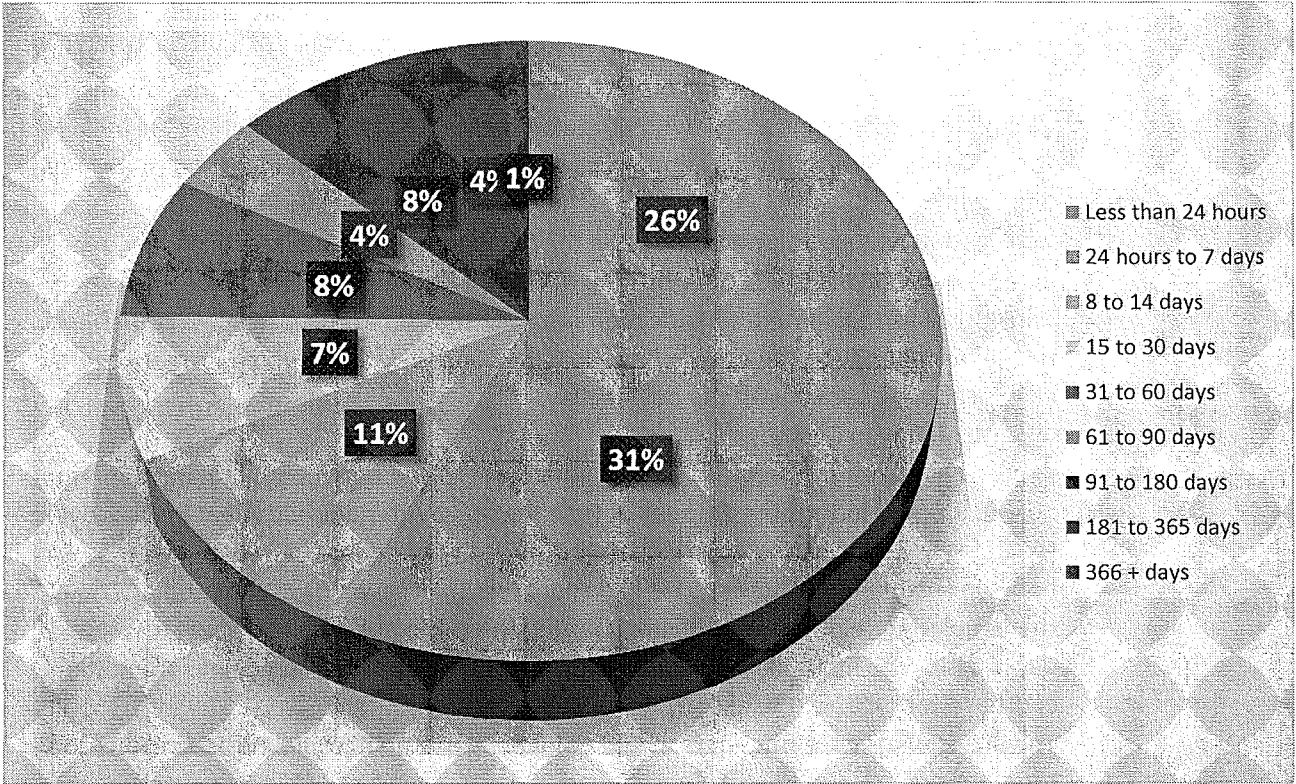
2. Average Length of Stay in Custody.

- a. The jail evaluated the records of 1,565 inmates released between July 1 and September 30, 2015. They look at the amount of time that each offender had spent in custody on the date of their release. Approximately 26% of the offenders had spent less than 24 hours in custody and another 31% had spent less than seven days in custody. 57% of the population released from custody during this period of time had spent less than 7 days in jail. The focus of this population would be on booking, screening, orientation, court appearance, and release.
- b. The majority of these offenders would not necessarily need to be introduced into long term housing. For example those booked and released in less than 24 hours may never leave the booking area while those spending less than seven days might be best supported in a short term indoctrination/classification housing area. Table 1 and figure 1 provide the data regarding the length of stay of offenders in custody during the period evaluated.

Table 1: Length of Stay in Custody at Time of Release

Days in Custody at Time of Release	July 1 – September 30, 2015
Less than 24 hours	406
24 hours to 7 days	489
8 to 14 days	167
15 to 30 days	116
31 to 60 days	118
61 to 90 days	64
91 to 180 days	122
181 to 365 days	64
366 + days	19
Total	1,565

Figure 1: Length of Stay in Custody at Time of Release



3. Current Bed Space.

a. The jail has a total of 215 beds and the workhouse is rated for 40 beds. Tables 2 and 3 provide the capacities for each housing area.

Table 2: Current Bed Space Capacity by Housing Area

Cell Block	A Block	B Block	C Block	D Block	ISO	E Block	W COT
Cell 1	1	6			1	4	20
Cell 2	1	2			1	4	
Cell 3	1	6			1	5	
Cell 4	4	6			1	1	
Cell 5	6		6		1	1	
Cell 6			6		1		
Cell 7			6				
Cell 8				6			
Cell 9				4			
Cell 10				4			
Cell 11				4			
Total	13	22	18	18	6	14	20

Table 3: Current Bed Space Capacity for Female, Annex , Workhouse, and S COT Housing

A Pod	B Pod	C Pod	D Pod	Annex	Workhouse	S COT
24	20	16	8	24	40	12

- b. As previously mentioned, the jail has no formal inmate classification system. The annex is a dormitory that typically holds misdemeanor men. Although rated for 24 beds the staff indicate that it averages 45 inmates and as high as 75.
 - c. The isolation (ISO) area has six individual cells. The jail uses this area to house sex offenders and inmates that are incompatible with the rest of the general population inmates. The staff indicates an average of 25 offenders is housed in this area.
 - d. Female inmates are housed in A through D pods. There are a total of 68 female beds. The jail averages approximately 100 females and has peaked to 111. There is no segregation housing for female inmates. When a female inmate becomes extremely non-compliant the jail will clear D Pod for the single inmate.
 - i. A Pod houses misdemeanant offenders. An average of 40 persons is housed in this 24 bed unit.
 - ii. B Pod houses felony offenders. An average of 40 persons is housed in this 20 bed unit.
 - iii. C Pod houses inmate workers. Houses sixteen inmates assigned to work in the kitchen and general sanitation duties. This area is also used as an overflow for female inmates that are incompatible with inmates in other living areas.
 - iv. D Pod is used for housing special needs females and also an overflow for female inmates that are incompatible with inmates in other living areas.
 - e. The jail has an area referred to as the "SLAMS". There are five blocks in this area (A through E). A through D blocks house felony male inmates. E Block holds a mixture of male misdemeanant and felony offenders.
 - f. S-COT consists of 12 beds and has a mixture of misdemeanant and felony male offenders. This area is primarily used for special needs (medical and mental health inmates). It should be noted that there is no handicapped cells or bathing facilities in the facility.
 - g. W-COT consists of 20 beds and houses felony male inmates.
 - h. The 40 bed workhouse is for male misdemeanant offenders only. The jail also uses this to house weekend offenders sentenced by the courts. Staff indicates that this population spikes to 50 offenders.
4. Review of Inmate Population by Legal Status.
- a. Tables 4 through 16 provide a snapshot of the numbers of inmates in each custody status that were in jail on the last day of each month. This information is provided by the Tennessee Department of Corrections Jail Summary Reports.

Table 4: Total Inmates in Custody by Month in 2014

2014 Total	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	67	44	0	4	72	66	32	285
February	65	39	0	4	85	71	33	297
March	59	47	0	4	90	64	43	307
April	44	47	0	6	97	64	45	303
May	50	37	0	5	101	71	46	310
June	51	29	0	5	107	90	58	340
July	89	34	0	4	100	57	45	329
August	82	27	0	4	122	77	43	355
September	80	22	0	4	137	88	36	367
October	75	14	0	1	124	88	37	339
November	80	12	0	1	124	68	35	320
December	59	6	0	1	95	69	52	282
TOTAL	801	358	0	43	1254	873	505	3834
Average	67	30	0	4	105	73	42	320

- b. As indicated in Table 4 there was an average of 320 inmates in custody each month during 2014. Approximately 46% of the inmates in custody were pretrial and convicted misdemeanors. Table 5 shows the number of males in custody in each month during 2014.

Table 5: Male Inmates in Custody by Month in 2014

2014 Males	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	52	34	0	4	48	55	28	221
February	46	30	0	4	62	55	20	217
March	44	26	0	4	67	42	31	214
April	30	33	0	6	70	45	30	214
May	37	27	0	5	69	51	38	227
June	41	21	0	5	74	66	38	245
July	64	27	0	4	69	45	30	239
August	70	13	0	4	88	61	22	268
September	68	12	0	4	99	69	28	280
October	54	9	0	1	86	71	29	250
November	60	9	0	1	85	55	30	240
December	45	6	0	1	69	51	40	212
TOTAL	611	247	0	43	886	666	364	2827
Average	51	21	0	4	74	56	30	236

- c. You will see in Table 5 that an average of 236 males was in custody on the snapshot date. Approximately 44% of the total inmates in custody were male sentenced and pretrial misdemeanants. Male inmates made up approximately 74% of the total inmate population. Table 6 provides the female inmates in custody in 2014.

Table 6: Female Inmates in Custody by Month in 2014

2014 Females	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	15	10	0	0	24	11	4	64
February	19	9	0	0	23	16	13	80
March	15	21	0	0	23	22	12	93
April	14	14	0	0	27	19	15	89
May	13	10	0	0	32	20	8	83
June	10	8	0	0	33	24	20	95
July	25	7	0	0	31	12	11	87
August	12	14	0	0	34	16	11	87
September	12	10	0	0	38	19	8	87
October	21	5	0	0	38	17	8	89
November	20	3	0	0	39	13	5	80
December	14	0	0	0	26	18	12	70
TOTAL	190	111	0	0	368	207	127	1004
Average	16	9	0	0	31	17	11	84

- d. While 56% of the male inmates in custody were in categories considered elevated in risk, the female population had approximately 50% in a similar category (TDOC backup, local felons, federal, and pretrial felons). While not necessarily all inmates in this category would be considered high risk there is reason to believe that their custody classification could be elevated above a minimum level. Table 7 provides the total inmates in custody on the date of the snapshot for 2015.

Table 7: Total Inmates in Custody by Month in 2015

2015 Total	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	66	3	1	1	129	69	40	309
February	56	3	1	2	116	82	47	307
March	89	3	0	4	129	64	39	328
April	67	3	0	1	129	98	40	338
May	54	3	0	1	103	109	70	340
June	64	7	0	1	117	79	44	312
July	60	7	0	4	123	65	30	289
August	60	5	0	1	112	74	56	308
September	67	4	0	0	124	79	41	315
October	56	4	0	1	88	80	32	261
November	73	5	0	0	124	76	39	317
December	70	2	0	1	122	70	45	310
TOTAL	782	49	2	17	1416	945	523	3734
Average	65	4	0.2	1.5	118	79	44	311

- e. The average snapshot total population was 311 in 2015 which was a slight decrease from 2014. There was a significant decrease in the number of local felons housed in Hamblen County from 30 in 2014 to 4 in 2015. Approximately 52% of the total

population was convicted and pretrial misdemeanor offenders. This is a 6% increase from 2014. Table 8 provides male inmates in custody in 2015.

Table 8: Male Inmates in Custody by Month in 2015

2015 Males	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	51	2	1	1	92	50	32	219
February	40	2	0	2	81	63	39	227
March	62	2	0	4	98	55	26	247
April	42	2	0	1	90	74	31	240
May	31	2	0	1	69	80	52	235
June	36	6	0	1	74	59	33	209
July	32	5	0	4	77	46	23	187
August	34	4	0	1	73	57	41	210
September	38	3	0	0	82	62	30	215
October	24	3	0	1	58	66	24	176
November	42	3	0	0	83	57	27	212
December	45	1	0	1	74	57	33	211
TOTAL	477	35	1	17	951	726	391	2588
Average	40	3	0.1	1.5	79	61	33	216

- f. The male inmate population made up approximately 69% of the total population in 2015 which was a drop from 2014 where the males made up approximately 74% of the total population. In 2014 approximately 44% of the male population was convicted and pretrial misdemeanor offenders, it elevated slightly to 52%. The most noticeable decline was in the local felon population. Table 9 provides the female inmates in custody by month in 2015.

Table 9: Female Inmates in Custody by Month in 2015

2015 Females	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	15	10	1	0	37	19	8	90
February	16	1	1	0	35	19	8	80
March	27	1	0	0	31	9	13	81
April	25	1	0	0	39	24	9	98
May	23	1	0	0	34	29	18	105
June	28	1	0	0	43	20	11	103
July	28	2	0	0	46	19	7	102
August	26	1	0	0	39	17	15	98
September	29	1	0	0	42	17	11	100
October	32	1	0	0	30	14	8	85
November	31	2	0	0	41	19	12	105
December	25	1	0	0	48	13	12	99
TOTAL	305	23	2	0	465	219	132	1146
Average	24	2	0.2	0	39	18	11	96

- g. There was an average of 96 females in custody during 2015 based on the daily snap shot report. This is approximately a 12.5% increase in the female population from 2014. Of

those approximately 52% were in a sentenced or pretrial misdemeanor status. Table 10 provides similar data for January and February 2016 for the total inmate population.

Table 10: Total Inmates in Custody by Month in 2016

2016 Total	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	76	2	1	1	129	69	40	309
February	56	3	1	2	116	82	47	307
TOTAL	132	5	2	3	245	151	87	616
Average	66	6	1	2	123	76	44	308

- h. Thus far in 2016 the county has recognized another slight decrease in the total inmate population (320 in 2014, 311 in 2015, and 308 in 2016). However the pretrial and sentenced misdemeanor population continues on a slight upward increase from the previous two years. Table 11 provides the male inmates in custody during the first two months of 2016.

Table 11: Male Inmates in Custody by Month in 2016

2016 Males	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	51	1	0	4	56	65	45	222
February	46	2	0	4	97	57	34	233
TOTAL	97	3	0	8	153	122	79	455
Average	49	2	0	4	77	61	40	228

- i. Over the three years evaluated there have averaged 111 convicted and pretrial misdemeanor offenders in custody. Table 12 provides information about female inmates in custody.

Table 12: Female Inmates in Custody by Month in 2016

2016 Females	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
January	25	1	0	0	45	14	18	103
February	24	2	0	0	57	11	4	155
TOTAL	49	3	0	0	102	25	22	258
Average	25	2	0	0	51	13	11	129

- j. The female inmate population has increased by 53% over the last three years. Approximately 31% of the female inmates would be considered higher risk by the jail's current classification and housing process. Table 13 provides the three year totals as well as average for the total number of inmates in custody.

Table 13: Three Year Average of Total Inmates in Custody

Totals	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
2014	801	358	0	43	1254	873	505	3834
2015	782	49	2	17	1416	945	523	3734
2016	132	5	2	3	245	151	87	616
TOTAL	1,715	412	4	63	2,915	1,969	1,115	8,184
Average	65.9	15.8	.15	2.3	111.7	75.7	44.6	314.8

- k. Using the single day snapshot report there was an average of 314.8 inmates in custody each month over the 26 months evaluated. The highest percentage of offenders in custody were convicted misdemeanors (37%) followed by TDOC back up (21%), and finally pretrial misdemeanor offenders (14%). Table 14 provides the three year average for male inmates in custody.

Table 14: Three Year Average of Male Inmates in Custody

Totals Males	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
2014	611	247	0	43	886	666	364	2,827
2015	477	35	1	17	951	726	391	2,588
2016	97	3	0	8	153	122	79	455
TOTAL	1,185	285	1	68	1,990	1,514	834	5,870
Average	46	11	.04	3	77	58	32	226

- l. Male inmates made up approximately 72% of the total population during this period of time. Almost half of the male inmates (48%) were sentenced and pretrial misdemeanor offenders. Table 15 provides the data on female offenders during this period of time.

Table 15: Three Year Average of Female Inmates in Custody

Totals Females	TDOC Backup	Local Felons	Other Conv. Felons	Federal	Conv. Misd.	Pretrial Felons	Pretrial Misd.	Total
2014		190	111	0	0	368	207	1004
2015		305	23	2	0	465	219	1146
2016		49	3	0	0	102	22	258
TOTAL		544	137	2	0	935	451	2408
Average		20.9	5.3	.15	0	35.9	17.3	92.6

- m. As previously pointed out the female inmate population in Hamblen County has continued to grow each year during the period of time evaluated. The jail has struggled to address the classification and housing needs of these offenders. They currently have only dormitory space and as such when a female inmate becomes non-compliant or incompatible with other offenders an entire dormitory of inmates are relocated so that

a single inmate can be housed there and separated from the rest of the population. This is a significant waste of resources and creates further crowded conditions in other areas of the facility.

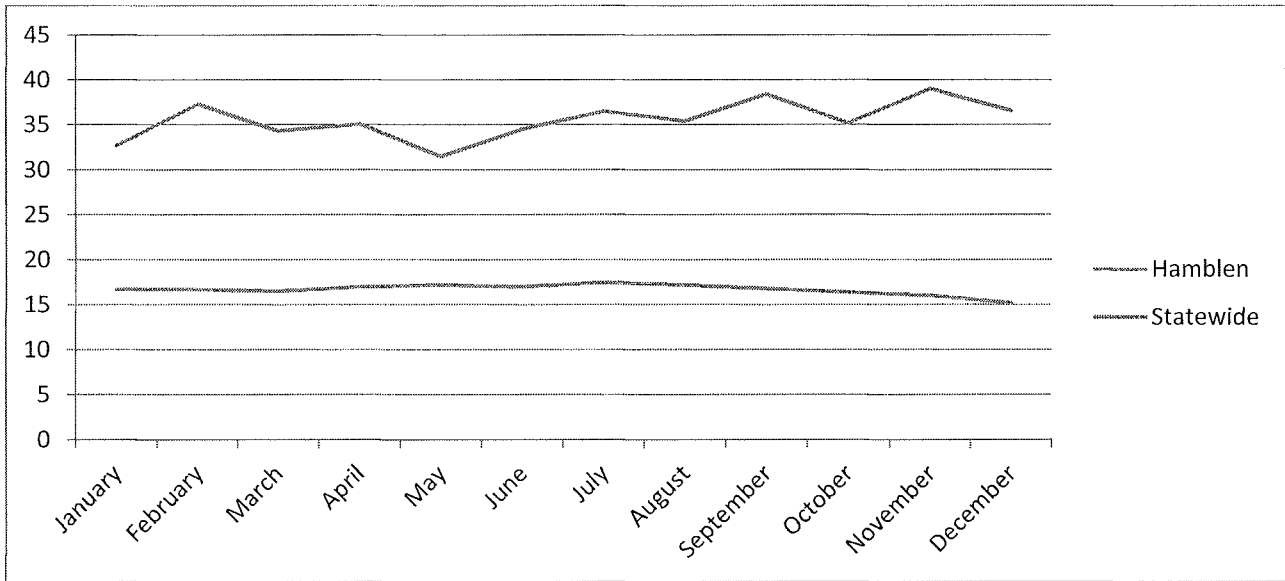
5. Misdemeanant Offenders in Custody

- a. I reviewed the TDOC Jail Summary Reports looking specifically at convicted misdemeanor offenders in custody. I found that the sentenced misdemeanants in custody doubled the percentage of similar offenders in the statewide average. As part of this project I did not look specifically at who these offenders were (time in custody, types of charges, disciplinary history, etc.). With the jail’s ability to award work, program and behavior credits, I found this population to be rather high. Table 16 and Figure 2 provide the Hamblen and statewide numbers of misdemeanor inmates in custody.

Figure 16: Percentage of Sentenced Misdemeanant Inmates in Custody

	Hamblen 2014	Statewide 2014	Hamblen 2015	Statewide 2015	Hamblen 2016	Statewide 2016
January	25.3	17.5	41.7	17.3	31.1	15.2
February	28.6	18.3	37.8	16.9	45.6	14.9
March	29.3	17.2	39.3	15.7		
April	32	17.8	38.2	16.2		
May	32.6	18.3	30.3	16		
June	31.5	17.8	37.5	16.1		
July	30.4	17.8	42.6	17.2		
August	34.4	17.8	36.4	16.6		
September	37.3	17	39.4	16.5		
October	36.6	17.7	33.7	15		
November	38.8	16.4	39.1	15.5		
December	33.7	15.3	39.4	15		
Average	32.5%	17.4%	38%	16.2%	38.4%	15%

Figure 2: Percentage of Sentenced Misdemeanant Inmates in Custody



- b. I would recommend that the agency review the sentenced misdemeanor inmates in custody to identify who is in custody, what type (if any) sentence credits are or can be awarded.
- 6. Estimated Bed Space Needs.
 - a. Absent a formal inmate classification system we have had to rely on the current housing plan utilized by the jail which is primarily focused on legal status. The National Institute of Corrections offers technical assistance in this area. I would recommend that the agency submit for a technical assistance project to assist in developing and implementing a formal objective inmate classification program.
 - b. I used the three options provided in the needs assessment conducted by Carter, Goble Lee. Although the Hamblen County history reflects a higher percentage of misdemeanor (assumption low risk) offenders in custody I recommended allocating only 35% of the bed space for dormitory style type housing. I recommend this based on my experience across the state of seeing an increased medium to maximum custody level of risk offenders being incarcerated. Table 17 provides the total inmate population housing needs under each option.

Table 17: Total Anticipated Housing Needs

Total Anticipated Housing Needs	Option 1 2020	Option 2 2027	Option 3 2035
Study Projection	336	529	655
Total Max Custody (10%) 2 person cells	34	53	66
Total Special Needs (5%) single person cells	17	27	33
Total Medium Custody (2 person cells) (50%)	168	264	326
Total Minimum Custody (dormitory) (35%)	117	185	230

c. Table 17 provides the total anticipated housing needs for female offenders.

Table 17: Total Anticipated Housing Needs for Female Offenders

Total Anticipated Housing Needs Females	Option 1 2020	Option 2 2027	Option 3 2035
Study Projection (@ 30% of total)	101	159	197
Total Max Custody (10%) 2 person cells	10	16	20
Total Special Needs (5%) single person cells	5	8	10
Total Medium Custody (2 person cells) (50%)	50	80	98
Total Minimum Custody (dormitory) (35%)	36	55	69

d. Finally, Table 18 provides the anticipated housing needs for male inmates at Hamblen County under each option.

Table 18: Total Anticipated Housing Needs for Male Offenders

Total Anticipated Housing Needs Males	Option 1 2020	Option 2 2027	Option 3 2035
Study Projection (@ 70% of total)	235	370	458
Total Max Custody (10%) 2 person cells	24	38	46
Total Special Needs (5%) single person cells	12	20	24
Total Medium Custody (2 person cells) (50%)	118	186	230
Total Minimum Custody (dormitory) (35%)	81	126	158

7. Recommendations.

- a. Request a technical assistance project from the National Institute of Corrections to assist the agency in developing and implementing a formal objective inmate classification program.

- b. Consider creating a sentence management position within the jail. This person(s) would be responsible for monitoring who is in custody, why they are in custody, when are they scheduled for court, are there delays in them getting to court. Also this person would be responsible for monitoring the awarding of sentence credits and calculating outdates. The current process has the jail administrator performing this function. Due to the size of the facility, the number of inmates, the new jail construction the jail administrator can no longer perform these administrative duties and then have sufficient time to provide adequate leadership and direction for the jail.
- c. Develop a monthly report to the County Corrections Partnership members. The report could provide information about who is in custody, bookings, releases, incidents, as well as other trends.
- d. Review these projected needs with your architectural firm once selected and retained. Discuss with them their view of best practices and experience in making these projections in order to finalize the actual type and number of beds for the new facility.

MOSELEYARCHITECTS

July 25, 2016

MEMORANDUM OF CONFERENCE

PROJECT Hamblen County TN Jail and Justice Center
Hamblen County, TN

ARCHITECT'S PROJECT NO. 560230

DATE AND LOCATION Monday and Tuesday, July 18/19, 2016

PRESENT

* For Hamblen County, TN
Bill Brittain - County Mayor
Individual attendees listed below

For Moseley Architects
Jason Hopkins, AIA
Dan Mace, AIA
Todd Davis, Criminal Justice Planning

DISCUSSIONS AND DECISIONS.

The purpose of the meeting was to conduct interviews with stakeholders to discuss the space planning surveys:

1. Juvenile Court Services - Cyndi Doty (cyndiyso@yahoo.com/423.581.9422)
 - a. Duties include charging juveniles with crimes, helping parents who need assistance with juvenile behavior, and meeting with attorneys and service providers in their office space.
 - b. Currently there are (2) probation officers for juveniles.
 - c. Drug screening occurs inside of office– need testing toilet off of lobby.
 - d. Records are kept on all juveniles that come through the court system through their 19th birthday.
 - e. Office needs to be physically connected to holding center, as it is currently, since there is staffing overlap. Need “two-deep” supervision with juveniles at all times and it is helpful to have combined staff.
 - f. Offices needed:
 - (1) Director – private office
 - (2) Probation officers (3) – private office
 - (3) Admin assistants (2) - cubicle
 - g. Small lobby needed for 8-10 people.
 - h. Need counter for reception area –public needs writing surface and chairs to sit in to fill out (3) pages of paperwork.
 - i. Director's office should be sized for small conference area.
 - j. Small interview room needed that can be shared.
 - k. File storage to occur in separate dedicated room for bulk of records. Need to accommodate (6) 4-drawer laterals (12 x 14 room needed).
 - l. Admin area needed with fax, copier, and (2) computer work stations.
 - m. Typical office supplies need to be stored in a closet or storage cabinet.
2. Juvenile Temporary Holding Resource Center - Cyndi Doty (cyndiyso@yahoo.com/423.581.9422)

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 - c. Can only hold juveniles for 72 hours not including weekends and holidays.
 - d. Showers are required.
 - e. Washer/dryer is needed.
 - f. Refrigerator and microwave are needed.
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 - h. Storage needs include: Medicine, sheets/linen storage, and hygiene products.
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 - l. Need staff common area – break room.
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 - (12) Clerk's Office and Juvenile Court Services need to have shared file storage access and be co-located. Juvenile Clerks are in the old courthouse.
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 - k) Acoustics is a concern. In current setup a glass divider blocks some of the noise.
 - l) Technology integration is lacking.
 - m) Poor communication with Jail to determine how long inmates have been incarcerated. This slows down the process.
6. Maintenance – Terry Myers (tmeyers@co.hamblen.tn.us/423.312.0587)
- a. Existing facility issues–
 - (1) All plumbing and vents are in poor condition.
 - (2) Facility was built in 1976 and appears to be at the end of its lifespan.
 - (3) There are leaks inside of walls that will need to be addressed.
 - (4) Last reroofing was done 11 years ago.
 - (5) HVAC equipment is all original and therefore at the end of its useable lifespan.
 - (6) Kitchen equipment is being changed out over time (redid walk-ins) as it needs to be replaced.
 - (7) There is no storage space or work space for maintenance staff.
 - (8) Backflow preventers are inaccessible inside the building.
 - (9) Electrical panels and service size is inadequate. The panels are also very poorly labeled.
 - b. Space needs in a new facility (jail, courthouse, 911 – not all County facilities):
 - (1) Work area with roll up door and air-conditioning needed. An approximately 1200 sf (30 x 40) maintenance shop needed.
 - (2) Loading dock is needed– currently it is necessary to unload big trucks off-site or in parking lot.
 - (3) Maint. Supervisor needs a private office.
 - (4) Shared office space for other employees (plumber, electrician) is needed.
 - (5) Housekeeping (4 employees) needs office space.
 - (6) Bulk Storage space is needed (Up to 120 tires at a time, cleaning supplies, tools, toilet paper, cleaning carts, cases of light bulbs, garbage bags).
 - (7) Outdoor storage for yard equipment is needed (1 car garage).
 - c. Existing facility uses natural gas generator for life safety loads.
 - d. Trane equipment is preferred for HVAC and BAS. This should be the basis of design.
 - e. Electromechanical locks are currently used. Sliding door devices are new. Maintenance does not work on locks.
7. Circuit Court Clerk – Teresa West (twest@co.hamblen.tn.us/423.586.5640)
- a. There are multiple Clerk's office locations:
 - (1) General Sessions/Criminal and Circuit – justice center (Large space in front)
 - (2) Circuit and Circuit Criminal – Justice center (smaller space)
 - b. Clerk's Office is open 24 hours. Space is needed for (3) Night Clerks. These clerks need a small space to work in but not necessarily a dedicated office.
 - c. Space needs include:

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- (1) Clerk of Court – 1 private office
 - (2) Admin Assistants – 25 in cubicles
 - d. Need area to be more secure than current setup.
 - e. Juvenile area needs file vault.
 - f. Prefer to have entire operation in one location, but needs to stay near courts (which are in two different places currently).
 - g. Need storage space for bookkeeping, minute books, and execution dockets.
 - h. Office needs to be co-located with Sheriff's Office.
 - i. All clerks except for Bookkeepers accept money.
 - j. There are (4) transaction windows currently – need approx. 8-10.
 - k. Current storage space is inadequate. Have implemented a scanning system but this process will take years to fully scan all paperwork.
 - l. Design team needs to tour unemployment office.
 - m. There are (5) total courtrooms in all the facilities. The number of courtrooms appears to be adequate but the sizes are too small.
 - n. There are 2 juried courtrooms – one at Justice Center and one at Courthouse. Three juried courtrooms are needed.
8. Work Release Program - Don Baird (dbaird@co.hamblen.tn.us/423.581.4530)
 - a. All people that go through criminal court for misdemeanors go through Baird's Office in order to sign up for community service work and domestic violence classes.
 - b. Equipment is associated with DUI program – vests, pokers, trash bags, water coolers – that needs to be stored.
 - c. *Failure to appear* becomes a felony in TN. Some judges charge *contempt* instead, which also increases the traffic through the work release program.
 - d. This department is also responsible for GED class supervision.
 - e. This department is in charge of coordinating Drug rehab. Duties include prescreening, insurance evaluation, and transport date coordination.
 - f. Needs:
 - (1) Security most important.
 - (2) Multipurpose space in detention facility is needed for programs.
 - (3) Storage space for litter equipment (120 sf).
 - (4) Offices:
 - a) Director – 1 private office
 - b) Admin Assistant – 1 cubicle
 - c) IPS – 3 shared office (Intensive Public service)
 - g. Location depends on program. Need space in jail for treatment. Day to day operations do not need to be located near jail – can be located anywhere. Need to be closer to courts for other functions. Could be in a stand-alone facility.
 - h. "Short bus" and transport car are only vehicles used/owned by department.
 - i. Department performs drug tests for judges during court. Need toilet facilities in order to conduct the testing.
9. Narcotics - Eric Carson (ecarson@co.hamblen.tn.us/423.736.2105)
 - a. Narcotics is currently in a separate building as a separate operation.
 - b. There is no access to fax machine/ or wireless internet in current location, which is a deficiency.
 - c. Department will need a separate entry and exit out of building if in same building with Sheriff.
 - d. Equipment -
 - (1) 7' tall shelf of rechargeable equipment
 - (2) Filing cabinets

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- (3) 10 x 12 storage room
 - (4) Buy money is kept in gun safe.
 - e. There is no public access to office currently.
 - f. Need private office for Lt.
 - g. Need break area – refrigerator and microwave, coffee.
 - h. Need (2) Interview rooms with recording system. Could double as holding cells or have separate holding cells.
 - i. Need dedicated conference space.
 - j. If offsite – would be good to have some space in Sheriff's office/Court to work when it is necessary to come over.
 - k. Drug evidence comes back to Sheriff's Office.
 - l. Standard sized work cubicles are acceptable.
 - m. Vehicles:
 - (1) 12 parking spots are needed.
 - (2) Other vehicles kept at FBI office.
 - (3) Need larger impound lot. Will hold about 30 cars now.
10. Sheriff's Group – Wayne Mize, Terri-Beth Vaughn, Debbie Hammond, Hugh Moore
- a. Existing Jail is believed to have structural defects; some stairs are not physically attached to building and are therefore leaning; full height cracks in the brick veneer are present, chunks of concrete have fallen from ceilings.
 - b. Copy of report available from 2002 that discusses the overloading of the attic with file storage – attic was assessed at a live load capacity of 25 lbs per sf, but file storage is creating a live load of 125 lbs per sf.
 - c. Jail is overcrowded and it is believed that local judges are not incarcerating some individuals in order to keep the jail population down.
 - d. 911 is not under Sheriff and is not located with Sheriff's offices.
 - e. Space needs:
 - (1) Sheriff (1 private office) w/toilet and storage closet, and small conference (in admin suite).
 - (2) Chief Deputy (1 private office) larger than typical office (in admin suite).
 - (3) Patrol Cpt and Admin Cpt (2 private offices in admin suite)
 - (4) Cpt and Lt CID (2 private office)
 - (5) Detective Sgt (8 shared office - cubicles) if interview rooms are present (need some occasional privacy).
 - (6) (4) interview rooms.
 - (7) Admin Lt (1 shared office in admin suite)
 - (8) Admin Sgt (2 shared office) (1 Sgt doubles as IT)
 - (9) Server room (in admin suite)
 - (10) Ex Admin Assistant (1 private office in admin suite)
 - (11) Records Tech (1 private office in admin suite)
 - (12) Records Storage (in admin suite)
 - (13) Copy fax work area (in admin suite)
 - (14) Sex Offender Registry/Work Release/Bookkeeper (1 shared office in admin suite, unless work release is separated) – public window access needed (bullet resistant) – need mini lobby - sent to Jail for fingerprinting currently – would like to have a dedicated AFIS machine (countertop).
 - (15) Warrants (1 shared office) kept at Jail then passed to court security.
 - (16) Receptionist (2 in shared office) public window access – bullet resistant (in admin suite)
 - (17) Court Security (15 FT, 10 PT) no office space required
 - (18) Training Officer (1 private office in admin suite)

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- (19) PIO Office (1 private office in admin suite)
- (20) Training room near public lobby with separate entrance – classroom sized with monitors
- (21) Break Room
- (22) Staff Lockers/toilets
- (23) Exercise Room
- (24) Mail Room with mailboxes
- (25) Conference room for 20
- (26) Armory (20 M16s, 14 M1 garands, 8 glocks, ammunition) on exterior wall for bringing in palletized ammo.
- (27) Gun cleaning/repair room
- f. Employees need own separate entrance adjacent to staff parking.
- g. Private employee parking (gated and fenced) is needed.
- h. Secure inmate sally port needed.
- 11. Patrol – Hugh Moore (hmoore@co.hamblen.tn.us/423.585.2771)
 - a. Space needs
 - (1) Logistics supply/storage room (rape kits, etc)
 - (2) Patrol LT – 4
 - (3) Patrol SGT – 4
 - (4) Patrol Officers - 14
- 12. CID – David Stapleton (dstapleton@co.hamblen.tn.us/423.585.2774)
 - a. Space needs
 - (1) Cpt detective (private office)
 - (2) Lt Detective (private office)
 - (3) Detective Sgt (8 in private office) with filing cabinets
 - (4) Common area for conference and briefings
 - (5) Interview rooms (4) – set up one for recording, set up one for children’s interview
 - (6) Storage for cameras, etc.
 - (7) Access to conference room
 - (8) Voice stress room
 - (9) Mini lobby or waiting area
 - (10) Access to shared locker rooms with showers (male female 60/40 ratio) 100 male and 50 female – small lockers. 2 each.
 - (11) Access to shared PT training room
 - (12) Evidence custodian (1 private office)
 - (13) Evidence Storage
 - a) Evidence lockers in hallway near entry into evidence custodian’s office
 - b) Evidence processing lab – mostly fume hood
 - c) Evidence storage area
 - d) Vehicle processing area – lift system
 - b. Property crimes have increased (burglary, thefts, and assaults).
 - c. More early releases noted, which increases property crimes.
- 13. Jail Admin Group – Geno Hambrick, Teresa Laws, Linda Black, Doug Rich
 - a. Master Control will most likely be a dedicated space and not managing an individual housing unit.
 - b. Space Needs – non secure side
 - (1) Captain – (1 private office)
 - (2) Lt - (1 private office)
 - (3) Training - (1 private office)
 - (4) Sgt Admin - (1 private office)
 - (5) Conference Room (8-10)
 - (6) Staff lockers and showers
 - (7) Public Lobby with toilets

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- (8) Reception /Video Visitation area
- (9) Attorney conference visitation booths – contact and non-contact (3 and 2)
- (10) Inactive records (350 sf)
- (11) Classification Office (1 private office)
- c. Space needs – secure side
 - (1) Video arraignment
 - (2) Shift Sgt - (1 shared office, only one at a time) near intake
 - (3) Kitchen (currently not contracted)
 - (4) Laundry
 - (5) Medical
 - (6) VSP/Prebooking/Booking
 - (7) Records room (active files)
 - (8) Classification interview space
- 14. Records – Jodi Ingram (j Ingram@co.hamblen.tn.us/423.586.3781)
 - a. Must retain arrest records until death or age 99.
 - b. There is a trend towards reduction in paper records.
 - c. Needs to be located with Sheriff's Administration group.
 - d. NCIC files need to be locked in a small separate room.
 - e. Space needs:
 - (1) Records clerk (2) in shared enclosed office.
 - (2) Detective secretary – (1) shared enclosed office – near CID.
 - (3) Records storage – close to clerk's office (200 sf) – station for officer work area.
 - f. Need space for map of county 24 x 32.
 - g. Access to shared training room.
 - h. Access to shared break room.
 - i. Access to shared physical training room.

The above information is the writer's recollection of the discussions and decisions at the meeting. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.

NOTES BY:



Jason Hopkins
Project Manager

DISTRIBUTION: As indicated by (*) above

MOSELEYARCHITECTS

July 25, 2016

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 - (3) There are leaks inside of walls that will need to be addressed.
 - (4) Last reroofing was done 11 years ago.
 - (5) HVAC equipment is all original and therefore at the end of its useable lifespan.
 - (6) Kitchen equipment is being changed out over time (redid walk-ins) as it needs to be replaced.
 - (7) There is no storage space or work space for maintenance staff.
 - (8) Backflow preventers are inaccessible inside the building.
 - (9) Electrical panels and service size is inadequate. The panels are also very poorly labeled.
 - b. Space needs in a new facility (jail, courthouse, 911 – not all County facilities):
 - (1) Work area with roll up door and air-conditioning needed. An approximately 1200 sf (30 x 40) maintenance shop needed.
 - (2) Loading dock is needed– currently it is necessary to unload big trucks off-site or in parking lot.
 - (3) Maint. Supervisor needs a private office.
 - (4) Shared office space for other employees (plumber, electrician) is needed.
 - (5) Housekeeping (4 employees) needs office space.
 - (6) Bulk Storage space is needed (Up to 120 tires at a time, cleaning supplies, tools, toilet paper, cleaning carts, cases of light bulbs, garbage bags).
 - (7) Outdoor storage for yard equipment is needed (1 car garage).
 - c. Existing facility uses natural gas generator for life safety loads.
 - d. Trane equipment is preferred for HVAC and BAS. This should be the basis of design.
 - e. Electromechanical locks are currently used. Sliding door devices are new. Maintenance does not work on locks.
7. Circuit Court Clerk – Teresa West (twest@co.hamblen.tn.us/423.586.5640)
- a. There are multiple Clerk's office locations:
 - (1) General Sessions/Criminal and Circuit – justice center (Large space in front)
 - (2) Circuit and Circuit Criminal – Justice center (smaller space)
 - b. Clerk's Office is open 24 hours. Space is needed for (3) Night Clerks. These clerks need a small space to work in but not necessarily a dedicated office.
 - c. Space needs include:

MEMORANDUM OF CONFERENCE

RE: Hamblen County TN Jail and Justice Center, TN

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- (1) Clerk of Court – 1 private office
 - (2) Admin Assistants – 25 in cubicles
 - d. Need area to be more secure than current setup.
 - e. Juvenile area needs file vault.
 - f. Prefer to have entire operation in one location, but needs to stay near courts (which are in two different places currently).
 - g. Need storage space for bookkeeping, minute books, and execution dockets.
 - h. Office needs to be co-located with Sheriff's Office.
 - i. All clerks except for Bookkeepers accept money.
 - j. There are (4) transaction windows currently – need approx. 8-10.
 - k. Current storage space is inadequate. Have implemented a scanning system but this process will take years to fully scan all paperwork.
 - l. Design team needs to tour unemployment office.
 - m. There are (5) total courtrooms in all the facilities. The number of courtrooms appears to be adequate but the sizes are too small.
 - n. There are 2 juried courtrooms – one at Justice Center and one at Courthouse. Three juried courtrooms are needed.
8. Work Release Program - Don Baird (dbaird@co.hamblen.tn.us/423.581.4530)
- a. All people that go through criminal court for misdemeanors go through Baird's Office in order to sign up for community service work and domestic violence classes.
 - b. Equipment is associated with DUI program – vests, pokers, trash bags, water coolers – that needs to be stored.
 - c. *Failure to appear* becomes a felony in TN. Some judges charge *contempt* instead, which also increases the traffic through the work release program.
 - d. This department is also responsible for GED class supervision.
 - e. This department is in charge of coordinating Drug rehab. Duties include prescreening, insurance evaluation, and transport date coordination.
 - f. Needs:
 - (1) Security most important.
 - (2) Multipurpose space in detention facility is needed for programs.
 - (3) Storage space for litter equipment (120 sf).
 - (4) Offices:
 - a) Director – 1 private office
 - b) Admin Assistant – 1 cubicle
 - c) IPS – 3 shared office (Intensive Public service)
 - g. Location depends on program. Need space in jail for treatment. Day to day operations do not need to be located near jail – can be located anywhere. Need to be closer to courts for other functions. Could be in a stand-alone facility.
 - h. "Short bus" and transport car are only vehicles used/owned by department.
 - i. Department performs drug tests for judges during court. Need toilet facilities in order to conduct the testing.
9. Narcotics - Eric Carson (ecarson@co.hamblen.tn.us/423.736.2105)
- a. Narcotics is currently in a separate building as a separate operation.
 - b. There is no access to fax machine/ or wireless internet in current location, which is a deficiency.
 - c. Department will need a separate entry and exit out of building if in same building with Sheriff.
 - d. Equipment -
 - (1) 7' tall shelf of rechargeable equipment
 - (2) Filing cabinets

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RE: Hamblen County TN Jail and Justice Center, TN

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- (3) 10 x 12 storage room
 - (4) Buy money is kept in gun safe.
 - e. There is no public access to office currently.
 - f. Need private office for Lt.
 - g. Need break area – refrigerator and microwave, coffee.
 - h. Need (2) Interview rooms with recording system. Could double as holding cells or have separate holding cells.
 - i. Need dedicated conference space.
 - j. If offsite – would be good to have some space in Sheriff's office/Court to work when it is necessary to come over.
 - k. Drug evidence comes back to Sheriff's Office.
 - l. Standard sized work cubicles are acceptable.
 - m. Vehicles:
 - (1) 12 parking spots are needed.
 - (2) Other vehicles kept at FBI office.
 - (3) Need larger impound lot. Will hold about 30 cars now.
10. Sheriff's Group – Wayne Mize, Terri-Beth Vaughn, Debbie Hammond, Hugh Moore
- a. Existing Jail is believed to have structural defects; some stairs are not physically attached to building and are therefore leaning; full height cracks in the brick veneer are present, chunks of concrete have fallen from ceilings.
 - b. Copy of report available from 2002 that discusses the overloading of the attic with file storage – attic was assessed at a live load capacity of 25 lbs per sf, but file storage is creating a live load of 125 lbs per sf.
 - c. Jail is overcrowded and it is believed that local judges are not incarcerating some individuals in order to keep the jail population down.
 - d. 911 is not under Sheriff and is not located with Sheriff's offices.
 - e. Space needs:
 - (1) Sheriff (1 private office) w/toilet and storage closet, and small conference (in admin suite).
 - (2) Chief Deputy (1 private office) larger than typical office (in admin suite).
 - (3) Patrol Cpt and Admin Cpt (2 private offices in admin suite)
 - (4) Cpt and Lt CID (2 private office)
 - (5) Detective Sgt (8 shared office - cubicles) if interview rooms are present (need some occasional privacy).
 - (6) (4) interview rooms.
 - (7) Admin Lt (1 shared office in admin suite)
 - (8) Admin Sgt (2 shared office) (1 Sgt doubles as IT)
 - (9) Server room (in admin suite)
 - (10) Ex Admin Assistant (1 private office in admin suite)
 - (11) Records Tech (1 private office in admin suite)
 - (12) Records Storage (in admin suite)
 - (13) Copy fax work area (in admin suite)
 - (14) Sex Offender Registry/Work Release/Bookkeeper (1 shared office in admin suite, unless work release is separated) – public window access needed (bullet resistant) – need mini lobby - sent to Jail for fingerprinting currently – would like to have a dedicated AFIS machine (countertop).
 - (15) Warrants (1 shared office) kept at Jail then passed to court security.
 - (16) Receptionist (2 in shared office) public window access – bullet resistant (in admin suite)
 - (17) Court Security (15 FT, 10 PT) no office space required
 - (18) Training Officer (1 private office in admin suite)

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RE: Hamblen County TN Jail and Justice Center, TN

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July 18/19, 2016

- (19) PIO Office (1 private office in admin suite)
- (20) Training room near public lobby with separate entrance – classroom sized with monitors
- (21) Break Room
- (22) Staff Lockers/toilets
- (23) Exercise Room
- (24) Mail Room with mailboxes
- (25) Conference room for 20
- (26) Armory (20 M16s, 14 M1 garands, 8 glocks, ammunition) on exterior wall for bringing in palletized ammo.
- (27) Gun cleaning/repair room
- f. Employees need own separate entrance adjacent to staff parking.
- g. Private employee parking (gated and fenced) is needed.
- h. Secure inmate sally port needed.
- 11. Patrol – Hugh Moore (hmoore@co.hamblen.tn.us/423.585.2771)
 - a. Space needs
 - (1) Logistics supply/storage room (rape kits, etc)
 - (2) Patrol LT – 4
 - (3) Patrol SGT – 4
 - (4) Patrol Officers - 14
- 12. CID – David Stapleton (dstapleton@co.hamblen.tn.us/423.585.2774)
 - a. Space needs
 - (1) Cpt detective (private office)
 - (2) Lt Detective (private office)
 - (3) Detective Sgt (8 in private office) with filing cabinets
 - (4) Common area for conference and briefings
 - (5) Interview rooms (4) – set up one for recording, set up one for children’s interview
 - (6) Storage for cameras, etc.
 - (7) Access to conference room
 - (8) Voice stress room
 - (9) Mini lobby or waiting area
 - (10) Access to shared locker rooms with showers (male female 60/40 ratio) 100 male and 50 female – small lockers. 2 each.
 - (11) Access to shared PT training room
 - (12) Evidence custodian (1 private office)
 - (13) Evidence Storage
 - a) Evidence lockers in hallway near entry into evidence custodian’s office
 - b) Evidence processing lab – mostly fume hood
 - c) Evidence storage area
 - d) Vehicle processing area – lift system
 - b. Property crimes have increased (burglary, thefts, and assaults).
 - c. More early releases noted, which increases property crimes.
- 13. Jail Admin Group – Geno Hambrick, Teresa Laws, Linda Black, Doug Rich
 - a. Master Control will most likely be a dedicated space and not managing an individual housing unit.
 - b. Space Needs – non secure side
 - (1) Captain – (1 private office)
 - (2) Lt - (1 private office)
 - (3) Training - (1 private office)
 - (4) Sgt Admin - (1 private office)
 - (5) Conference Room (8-10)
 - (6) Staff lockers and showers
 - (7) Public Lobby with toilets

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RE: Hamblen County TN Jail and Justice Center, TN

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- (8) Reception /Video Visitation area
- (9) Attorney conference visitation booths – contact and non-contact (3 and 2)
- (10) Inactive records (350 sf)
- (11) Classification Office (1 private office)
- c. Space needs – secure side
 - (1) Video arraignment
 - (2) Shift Sgt - (1 shared office, only one at a time) near intake
 - (3) Kitchen (currently not contracted)
 - (4) Laundry
 - (5) Medical
 - (6) VSP/Prebooking/Booking
 - (7) Records room (active files)
 - (8) Classification interview space
- 14. Records – Jodi Ingram (j Ingram@co.hamblen.tn.us/423.586.3781)
 - a. Must retain arrest records until death or age 99.
 - b. There is a trend towards reduction in paper records.
 - c. Needs to be located with Sheriff's Administration group.
 - d. NCIC files need to be locked in a small separate room.
 - e. Space needs:
 - (1) Records clerk (2) in shared enclosed office.
 - (2) Detective secretary – (1) shared enclosed office – near CID.
 - (3) Records storage – close to clerk's office (200 sf) – station for officer work area.
 - f. Need space for map of county 24 x 32.
 - g. Access to shared training room.
 - h. Access to shared break room.
 - i. Access to shared physical training room.

The above information is the writer's recollection of the discussions and decisions at the meeting. Should there be any additions or corrections, please notify the writer within two weeks of distribution for correction.

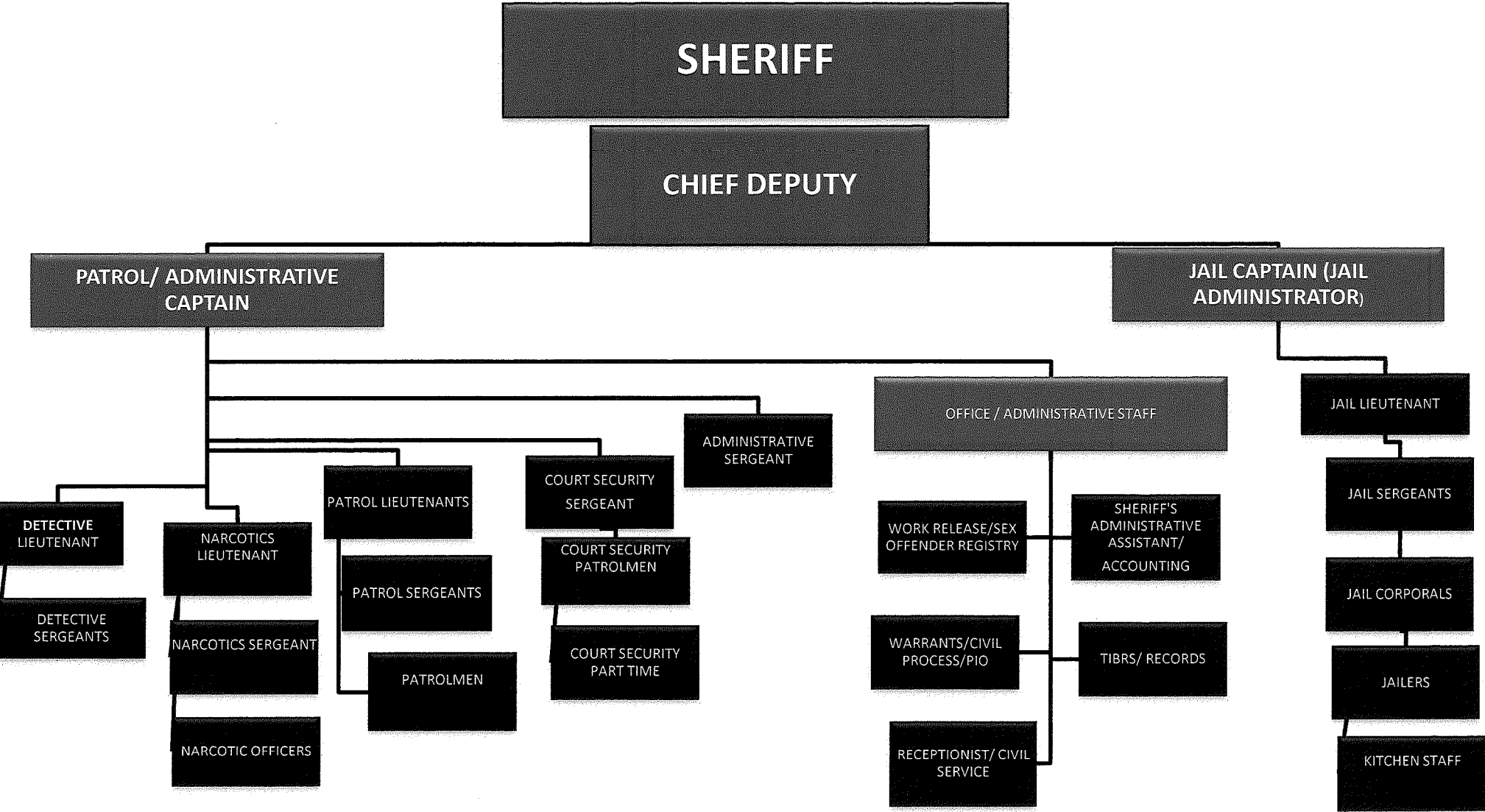
NOTES BY:



Jason Hopkins
Project Manager

DISTRIBUTION: As indicated by (*) above

HAMBLEN COUNTY SHERIFF'S OFFICE



1400-2-.04 LENGTH OF STAY

- (1) Children shall be detained in the Temporary Holding Resource in accordance with T.C.A. §37-1-114 and T.C.A. §37-1-116.
- (2) Placement in Temporary Holding Resources shall be for as short a time as possible not to exceed a seventy-two (72) hour maximum length of stay, exclusive of non-judicial days.
- (3) Children who are alleged to be delinquent and meet the criteria for secure detention of T.C.A. §37-1-214(c) may be placed in secure custody in a Temporary Holding Resource for as short a time as possible, not to exceed a seventy-two (72) hours maximum length of stay, exclusive of non-judicial days.
- (4) As provided by T.C.A. §37-1-114(b), children who are alleged to be status offenders may not be placed in secure custody in a Temporary Holding Resource for more than twenty-four (24) hours, exclusive of non-judicial days, unless there is probable cause to believe the child has violated a valid court order.
- (5) Dependent/neglected children shall not be detained in secure custody.
- (6) Children placed in the Secure Room must meet the Criteria established in T.C.A. §37-1-114 and T.C.A. §37-1-116.

Authority: T.C.A. §41-4-140.

1400-2-.05 PHYSICAL PLANT

- (1) Secure Rooms shall be optional with a maximum of two (2). At least half of the rooms in the facility shall be non-secure.
- (2) Secure Rooms shall only be used as single occupancy and shall have a minimum of fifty (50) square feet of clear floor space if constructed after July 1, 1985. Facilities used for detention prior to July 1, 1985, shall have a minimum of forty-five (45) square feet. This room shall have at a minimum the following features:

- (a) A tamper-resistant light fixture;
- (b) Unbreakable watercloset and lavatory with cut-off valve located outside the room; and
- (c) Concrete bed, sixteen (16) inches off the floor with rounded edges.

The room shall contain no structural projections which would allow the child to harm himself/herself.

- (3) Each facility shall have documentation of compliance with applicable sanitation and fire safety standards.
- (4) There must be access to natural lighting in the facility, i.e., the bedroom area or in the office/activity area.
- (5) Each child in placement overnight in the facility shall be provided with bedding, a fire retardant mattress, and a fire retardant pillow. The mattress, pillow, and bedding shall be in good repair.
- (6) Space in the facility must be sufficient to accommodate the following activities:
 - (a) Interviews between child and court staff, attorneys, and others permitted by the court, including the capability of providing privacy, when necessary, for such interviews;
 - (b) Space for reading or other quiet activities;
 - (c) Eating;
 - (d) Sleeping; and
 - (e) Staff work assignments, i.e., paperwork, interviews, counseling, etc.
- (7) There must be easy and unrestricted public access to the facility area for persons who have official business as designated by the court.
- (8) The facility shall have at least one (1) toilet and washbasin to every eight (8) children in the non-secure area.

- (9) There shall be at least one (1) operable shower in the facility for every eight (8) children.
- (10) Smoke detectors must be installed and operable in the facility.
- (11) Ceilings in the facility must be solid with no drop ceilings.
- (12) All glass in the facility area (windows, vision panels, etc.) shall be made of safety glass. All new construction, after January 1, 1991, shall have all windows, vision panels, etc., made of a mar resistant poly carbonate laminate.
- (13) All housing and activity areas shall provide at a minimum:
 - (a) Lighting of at least twenty (20) footcandles, to be measured three (3) feet off the floor, in the office/activities area;
 - (b) Lighting of at least 3 footcandles, to be measured three (3) feet off the floor in all sleeping rooms, which are operable twenty-four (24) hours a day; and
 - (c) A temperature of not less than sixty-five (65) degrees Fahrenheit and no more than eighty (80) degrees Fahrenheit.
- (14) The facility shall have emergency lights that are tested quarterly.
- (15) The facility shall have exit signs at all exits which are continuously illuminated.
- (16) Child care facilities located under the same roof or on the same grounds as an adult jail must meet the following criteria for separateness as outlined in T.C.A. §37-1-116(i):
 - (a) Total separation between child care and adult facility spatial areas such that there could be no haphazard or accidental contact between children and adult residents in the respective facilities;

- (b) Total separation in all children's and adult's program activities within the facilities, including recreation, education, counseling, health care, dining, sleeping and general living activities;
 - (c) Separate child care and adult staff including management, security staff, and direct care staff such as recreational, educational, and counseling. Specialized services staff such as cooks, bookkeepers, and medical professionals who are not normally in contact with detainees or whose infrequent contacts occur under conditions of separation of children and adults can serve both; and
 - (d) A separate child care operations manual with written procedures for staff and agency reference specifying the function and operation of the child care program.
- (17) Plans for any new child care facility construction or renovation shall be in compliance with minimum standards recorded herein and be submitted to the Tennessee Corrections Institute and the State Fire Marshal's office for review prior to the start of construction.
- (18) Plans for any new child care facility construction or renovation shall include provisions for handicapped persons to have access to all facilities and services.

Authority: T.C.A. §41-4-140.

Esco R. Jarnagin
Sheriff



Wayne Mize
Chief Deputy

Sheriff of Hamblen County

510 Allison Street
Morristown, Tennessee 37814

May 29, 2012

Mayor Bill Brittain
Hamblen County Mayor's Office
511 West Second North Street
Morristown, TN 37814

Dear Mayor Brittain:

In 2002, a structural assessment of the Justice Center's attic was done by Lockwood Greene (structural engineers). Their findings indicated the safe load-bearing capacity of the attic floor to be no more than 25 pounds per square foot. They estimated that some areas of the floor were overloaded by a live load of 125 pounds per square foot. At that time, they recommended that all paper storage/filing and book storage should be removed from the attic space. It is my understanding that this was corrected at that time.

Increases in the workload of the clerk's office, the court system, and this office as well, has resulted in stressing the attic floor again. It is as bad or worse than before and we have no solution. We do not have any more storage space and we are concerned for the safety of the public and employees.

In addition to the significant overloading, numerous cracks have appeared in the attic floor itself. As a matter of fact, the outside brick walls of the Justice Center have developed ground-to-roof cracks, some as wide as $\frac{1}{4}$ inch.

This raises definite liability issues and we are looking for solutions/suggestions.

Sincerely,

A handwritten signature in cursive script that reads "Esco R. Jarnagin".

Esco R. Jarnagin, Sheriff

ERJ/rk

Enclosure

cc: Chairman Stencil Ford, Hamblen County Commission

PHONE: (423) 586-3781 - Administrative
(423) 585-2720 - Jail
FAX:: (423) 587-1658 - Administrative
(423) 587-1329 - Jail

Esco R. Jarnagin
Sheriff



Wayne Mize
Chief Deputy

Sheriff of Hamblen County

510 Allison Street
Morristown, Tennessee 37814

May 29, 2012

Stancil Ford, Chairman
Hamblen County Commission
7192 Cedar Hill Road
Talbott, TN 37877

Dear Chairman Ford:

In 2002, a structural assessment of the Justice Center's attic was done by Lockwood Greene (structural engineers). Their findings indicated the safe load-bearing capacity of the attic floor to be no more than 25 pounds per square foot. They estimated that some areas of the floor were overloaded by a live load of 125 pounds per square foot. At that time, they recommended that all paper storage/filing and book storage should be removed from the attic space. It is my understanding that this was corrected at that time.

Increases in the workload of the clerk's office, the court system, and this office as well, has resulted in stressing the attic floor again. It is as bad or worse than before and we have no solution. We do not have any more storage space and we are concerned for the safety of the public and employees.

In addition to the significant overloading, numerous cracks have appeared in the attic floor itself. As a matter of fact, the outside brick walls of the Justice Center have developed ground-to-roof cracks, some as wide as ¼ inch.

This raises definite liability issues and we are looking for solutions/suggestions.

Sincerely,

Esco R. Jarnagin, Sheriff

ERJ/rk

Enclosure

cc: Mayor Bill Brittain, Hamblen County

PHONE: (423) 586-3781 - Administrative
(423) 585-2720 - Jail
FAX:: (423) 587-1658 - Administrative
(423) 587-1329 - Jail



LOCKWOOD GREENE
A J.A. JONES COMPANY
ENGINEERING & CONSTRUCTION

Project Number 016095.01
File Number 4.7.10

03 June 2002

Mr. Craig Cloer
Hamblen County Sheriff's Office
510 Allison Street
Morristown, Tennessee 37814

RE: Hamblen County Justice Center
Attic - Structural Assessment

Dear Craig:


Enclosed is the Justice Center's Attic - Structural Assessment, dated 03 June 2002.

The Assessment indicates significant overloading of the attic due to file storage.

Please contact me with any questions regarding our report.

Sincerely,

LOCKWOOD GREENE



Joseph A. Previterra
Project Manager

JAP:lsw

Enclosures

cc (With Enclosures): David Purkey, Hamblen Co. Executive
Otto Purkey, Hamblen Co. Sheriff
Greg Johns, LGE - Knox

Lockwood Greene

10201 Parkside Drive, Suite 300
Knoxville, TN 37922
Telephone 865.777.1020
Facsimile 865.777.1021
www.lg.com

Hamblen County Justice Center

Morristown, Tennessee

Attic – Structural Assessment

03 June 2002

LG Project No. 016095.01

Rev. 0



LOCKWOOD GREENE

A J.A. JONES COMPANY

ENGINEERING & CONSTRUCTION

INTRODUCTION

Lockwood Greene was requested by Hamblen County to provide a structural assessment of the attic floor structure in the Hamblen County Justice Center. The attic space is currently being used to store large amounts of documents from the court system and the county would like to assess if the attic floor structure is adequate for this storage loading condition. The Justice Center was constructed in the 1970's and the county would like to prolong the service life of the attic structure and ensure a safe working environment for its employees.

SCOPE

The scope of this assessment is limited to addressing the load capacity of the primary structural elements for the attic structure. Evaluation of architectural components and finishes are not addressed in this report, nor does this report address any mechanical, electrical or fire protection issues. This assessment is based on a limited observation of the structure. A limited number of structural calculations were performed to determine the approximate design load criteria used in the original structural design.

BACKGROUND

Lockwood Greene obtained a copy of the original building architectural, mechanical and electrical design drawings. The drawings are dated 11-11-77 and it is our understanding that this basically represents the current state of the Justice Center. There have not been any expansions to the facility since its original construction.

The attic floor structure is shown on sheet 8 titled "CEILING (ATTIC) FRAMING AND DETAILS". This sheet shows the extent of the floor structure and the materials of construction. The floor is called out to be a 2 ½" concrete slab reinforced with 6x6 10/10 welded wire fabric on a standard gage galvanized Corruform metal deck. The slab is shown to be supported by H-series bar joists of various depths depending on their span. The joists are supported by wide-flange structural steel girders of varying sizes that frame into wide-flange structural steel columns.

FIELD OBSERVATIONS

On Friday May 22, 2002, Greg Johns of Lockwood Greene, met with Craig Cloer of the Hamblen County Sheriff's Department and spent approximately two

hours on-site observing the attic. The observations were limited to a sampling of those portions of the structure that were accessible and visible without removal of cladding or finishes. No non-destructive testing was performed.

Photographs and measurements were taken to obtain an estimate of the weight of the material currently stored in the attic space. Vertical file cabinets ranging in size from 4 drawers up to 6 drawers were observed. Most of these cabinets were approximately 18 inches wide by 28 inches deep. Many of these cabinets also had books or boxes stored on top of them. There were also numerous shelves with boxes and books stored on them.

Measurements were also taken of the floor slab, bar joists and steel girders at a few locations where they were accessible to verify that they matched the design drawings. The floor slab measured 3 inches thick instead of the 2 ½ inch thickness shown on the drawings. The bar joists and steel girders that were measured matched the depths and spacings shown on the design drawings.

CALCULATIONS AND RESULTS

Calculations were performed based on the information shown on the building drawings and information obtained from the field observation. The calculations performed were limited to the horizontal framing members in the attic, that is

the floor slab, the bar joists and the wide-flange girders. Material strengths, properties and specifications were not shown on the drawings. These material strengths and properties cannot be determined without testing samples of in-place materials. Because of this, assumptions have been made in regard to material strengths and properties.

These calculations first determined the total capacity of each of these members. This total capacity is comprised of dead loads and live loads. The building code defines dead load as "the weight of all materials of construction incorporated into the building, including but not limited to walls, floors, roofs, ceilings, stairways, built-in partitions, finishes, cladding, and other similarly incorporated architectural and structural items, and fixed service equipment." Live loads are defined as "those loads produced by the use and occupancy of the building or other structure and do not include construction or environmental loads such as wind load, snow load, rain load, earthquake load, flood load, or dead load." An estimate of the existing dead load was subtracted from each member's total capacity. The remaining capacity is what can be considered to be the design live load. Also, calculations were done to estimate the weight of the material stored in the attic.

The calculations showed that the approximate design live load used in the original structural design was probably 25 pounds per square foot. The

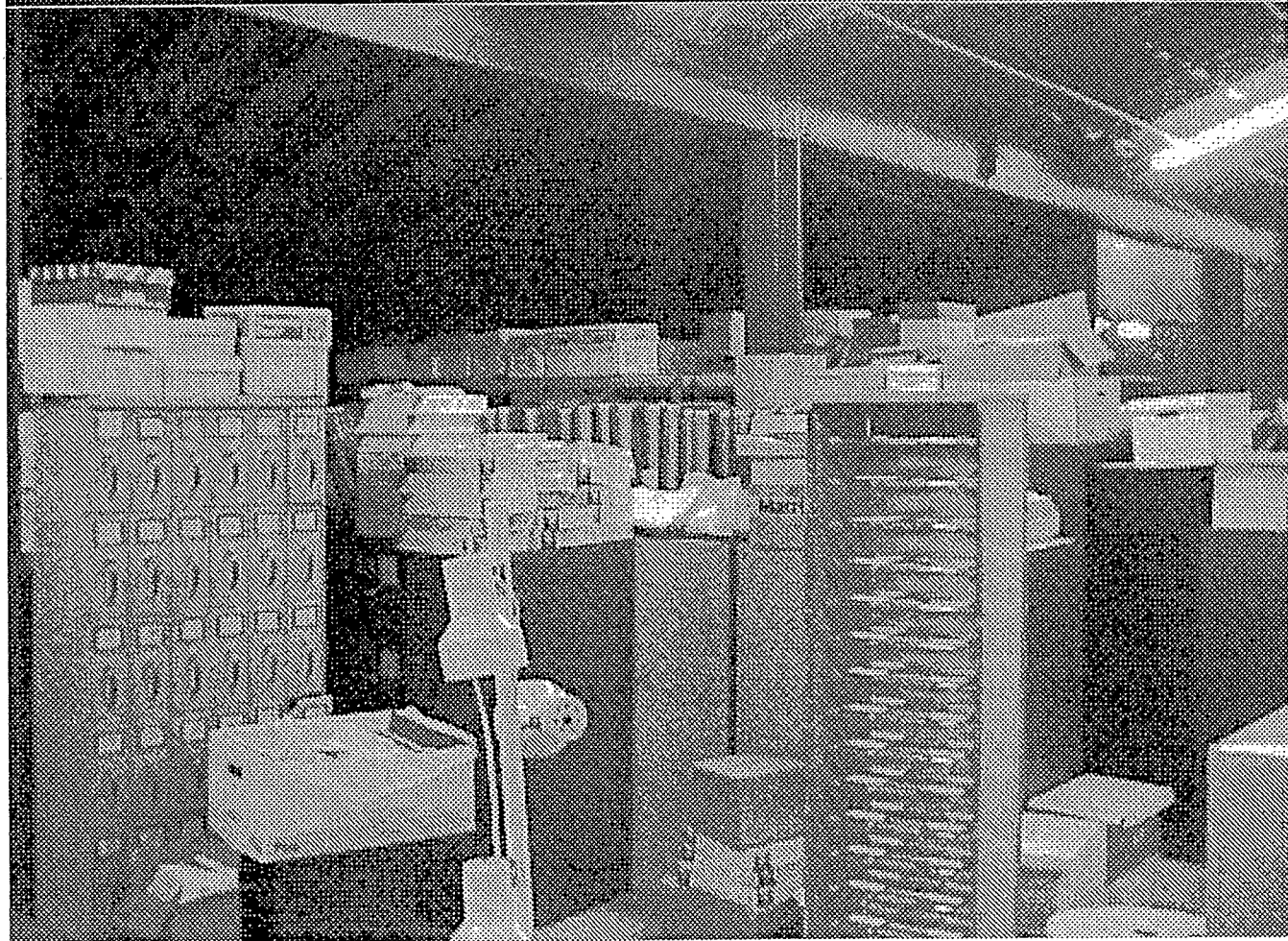
calculations also estimated that the current storage in the attic produces a live load of 125 pounds per square foot in some areas.

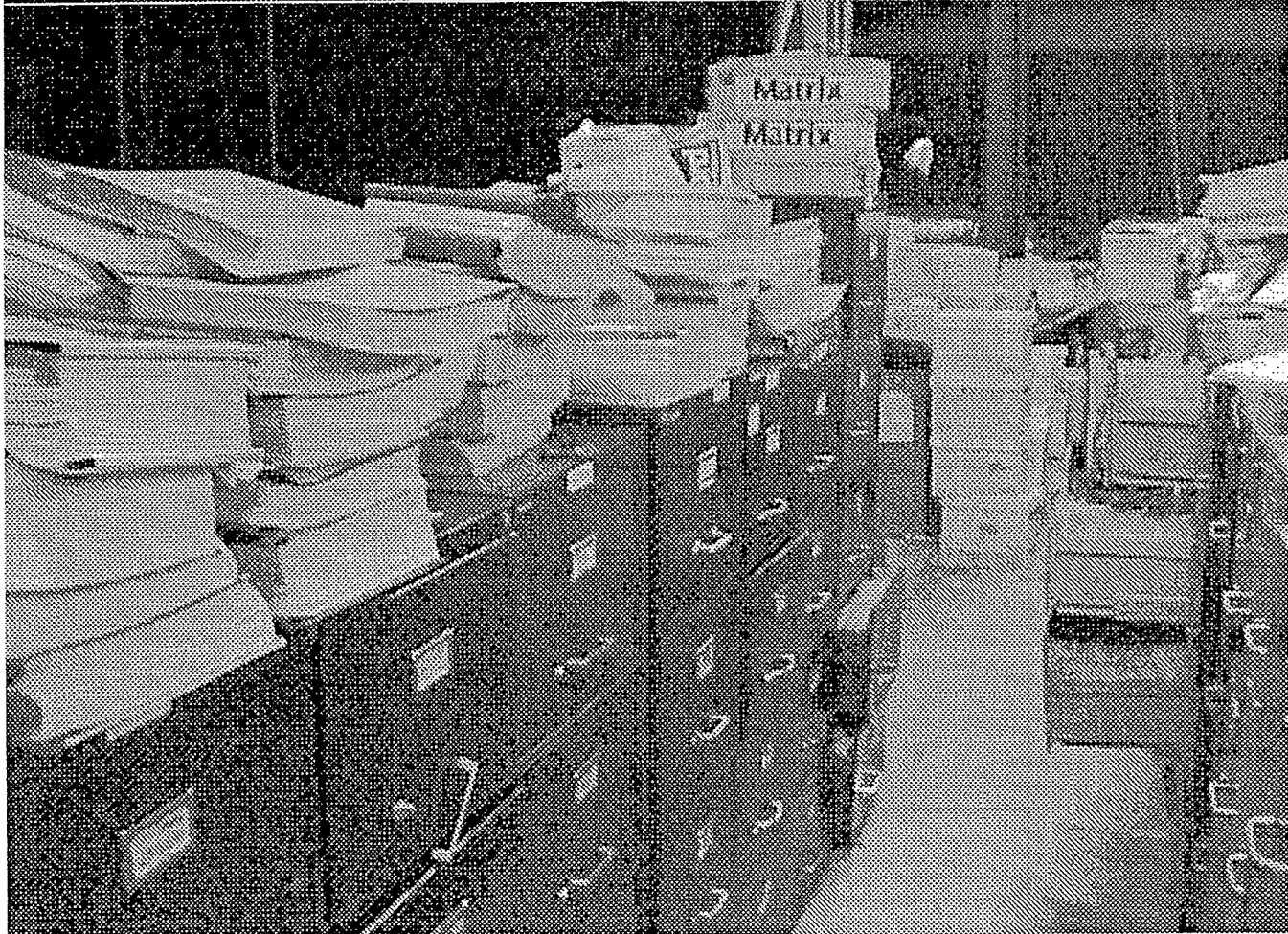
CONCLUSIONS AND RECOMMENDATIONS

In general, the attic structure of the Hamblen County Justice Center appears to be in adequate condition and should be capable of an extended service life with proper usage and maintenance. However, there is an area of concern that should be addressed as follows.

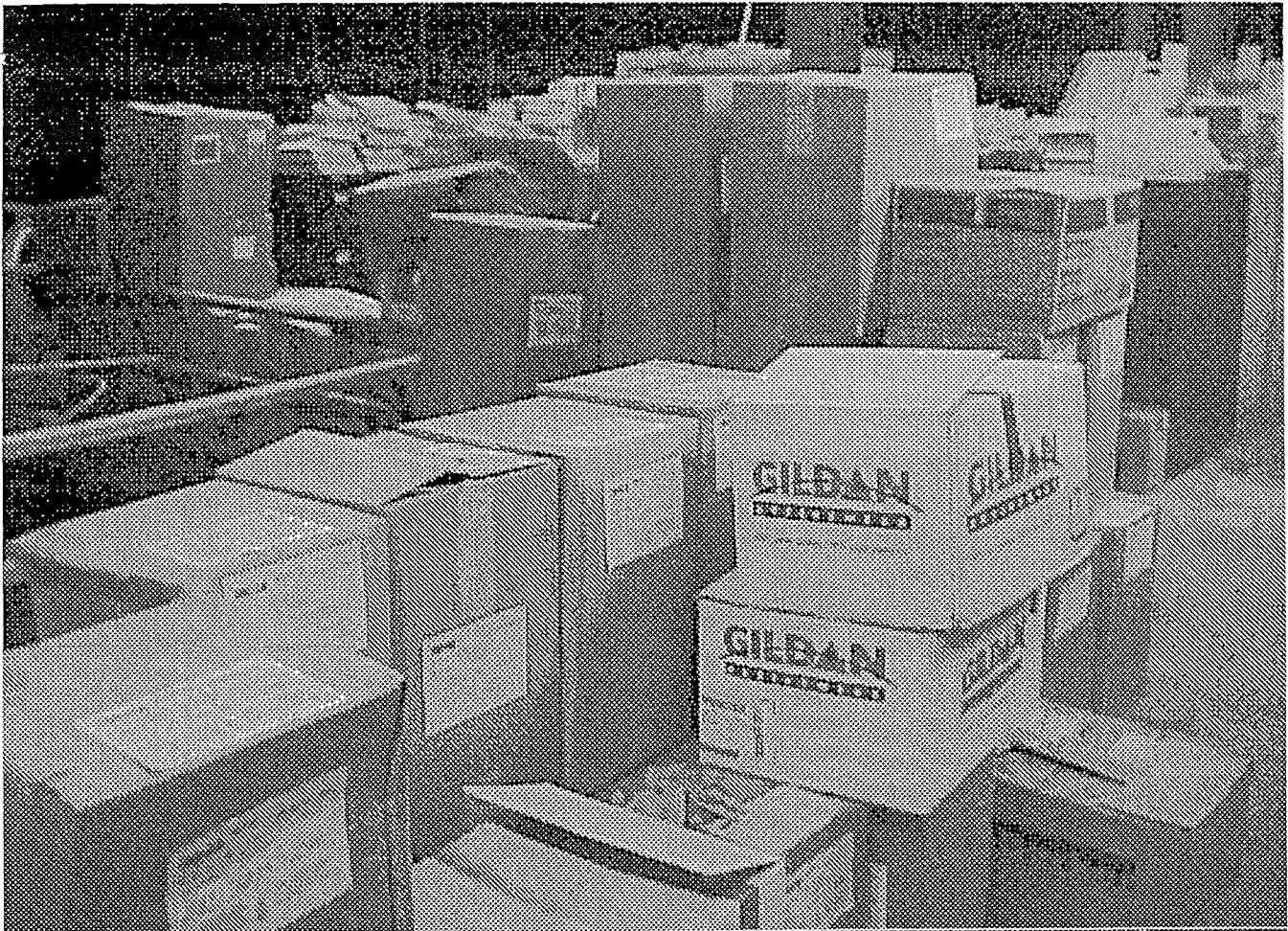
1. The floor structure appears to be substantially overloaded due to its current use as a storage area. The vertical file cabinets, bookshelves and filing boxes are the main items that are overloading the floor. The design live load for the attic floor structure appears to be approximately 25 pounds per square foot and the current storage usage in this space significantly exceeds this load. Therefore, all paper storage/filing and book storage should be removed from the attic space. This heavy storage load was not the intended design live load for the attic space.
2. All current and future use of the attic space should be limited to storage of items that meet the 25 pounds per square foot live load criteria.

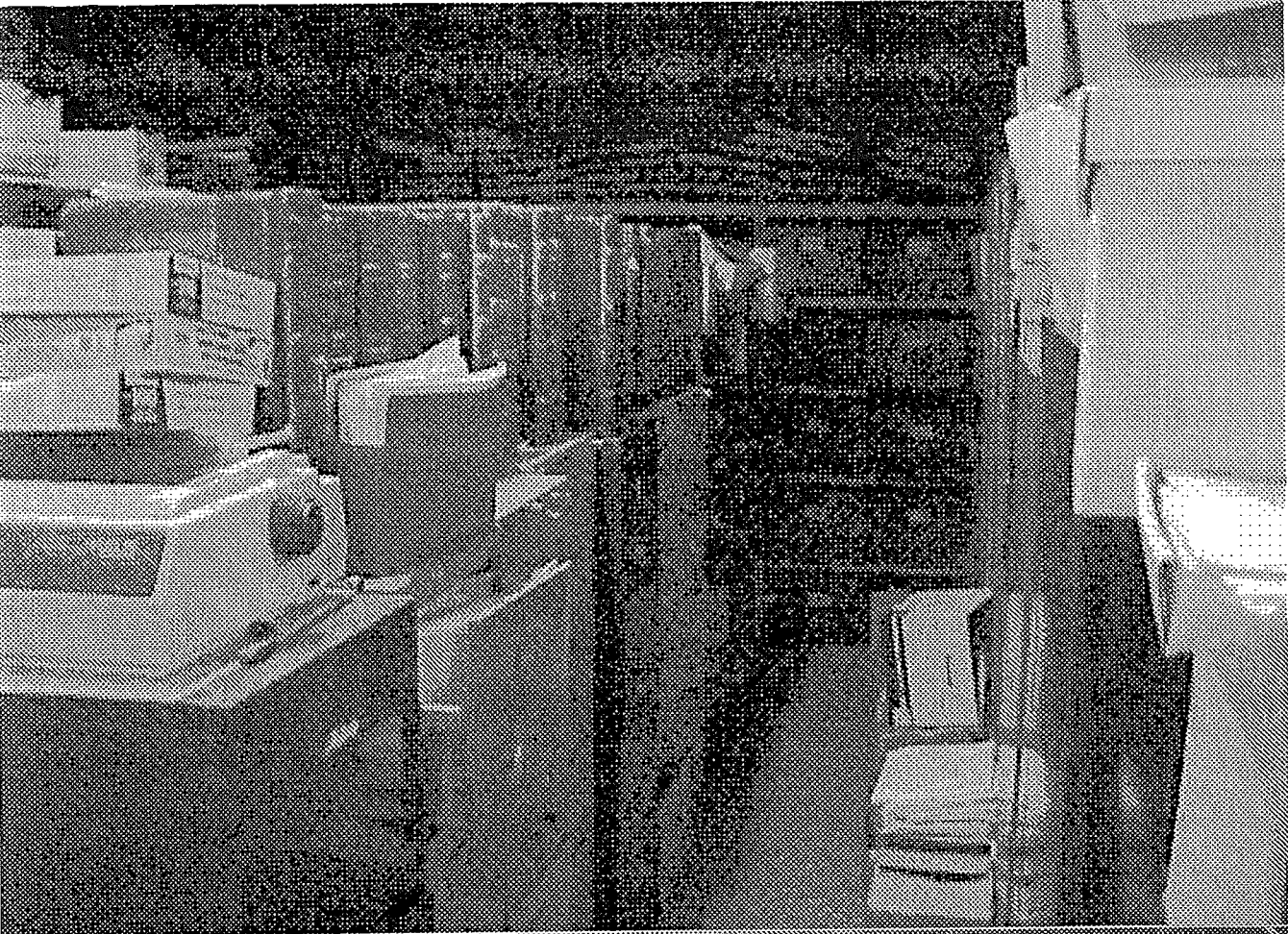
If these changes are implemented, the attic space should perform as originally intended and have an extended service life while providing a safe working environment.

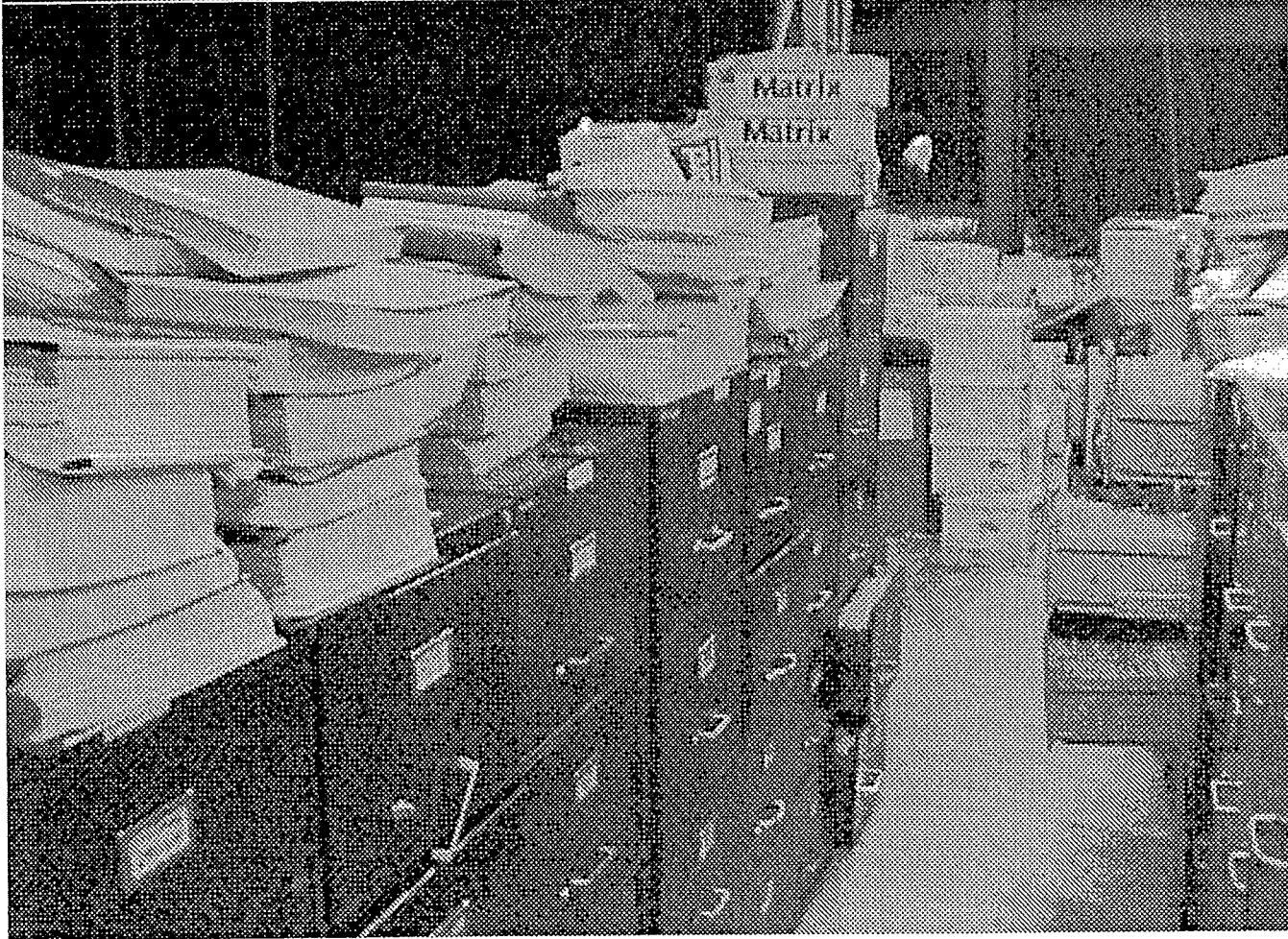
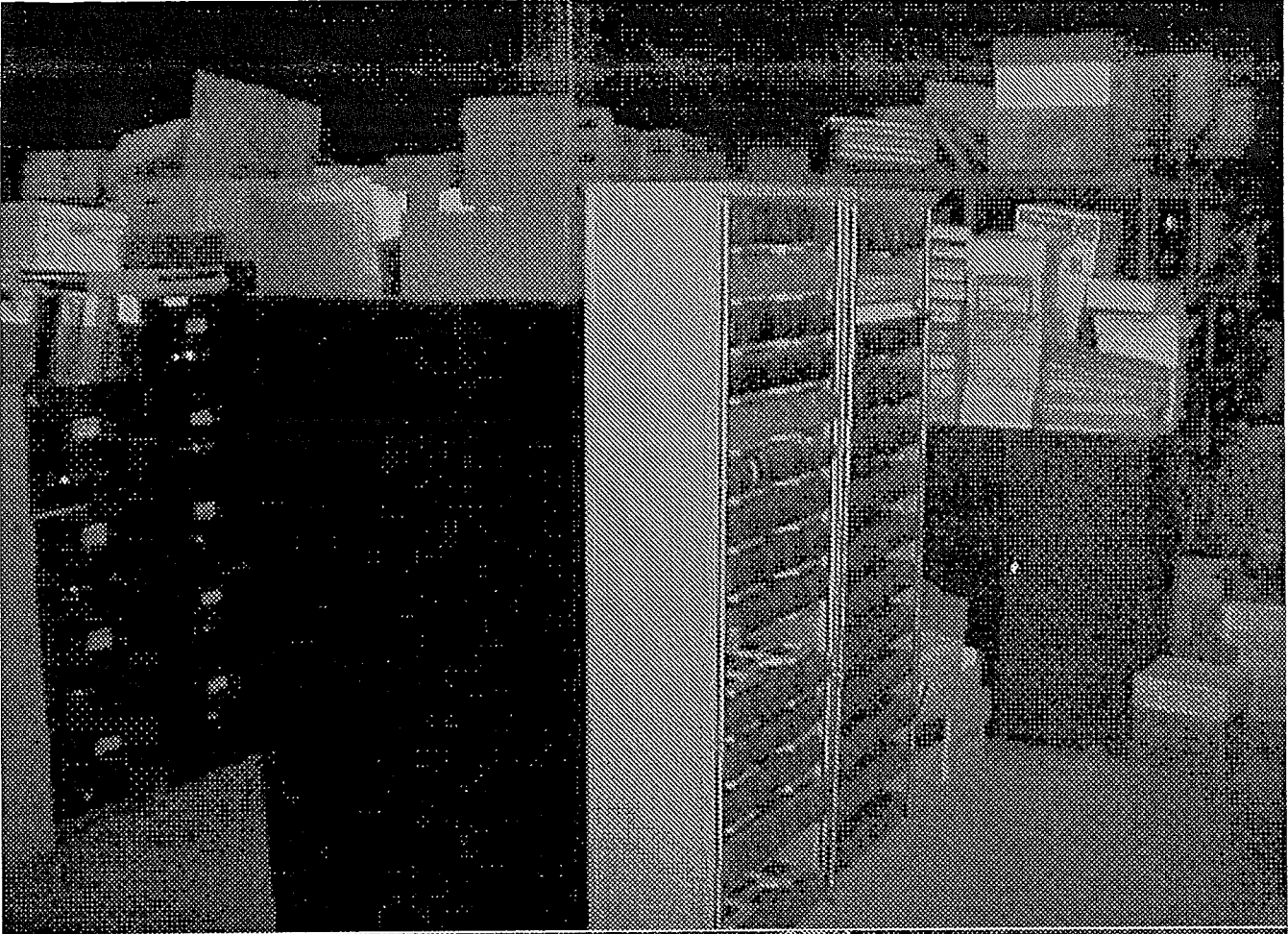




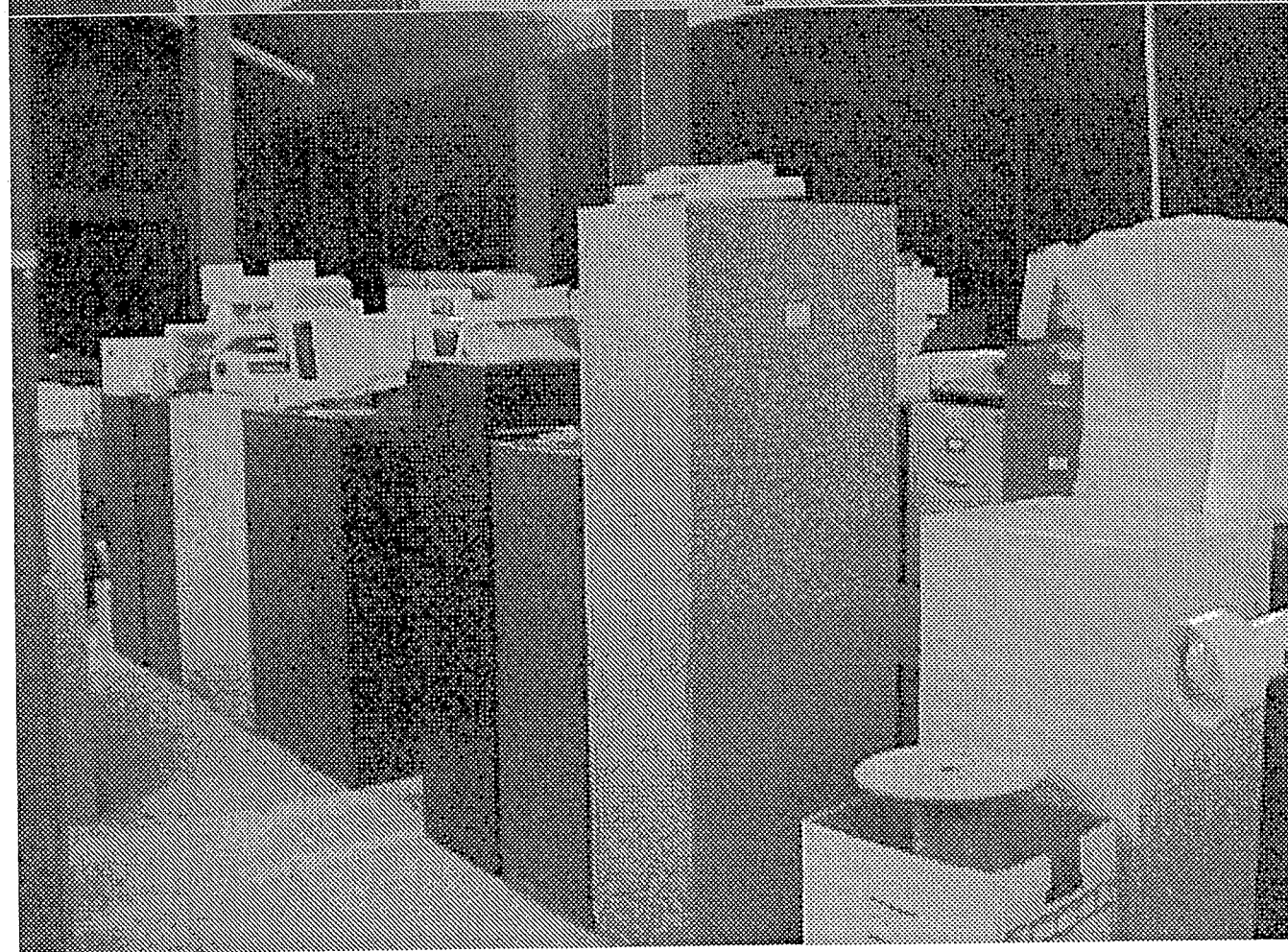












MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Wayne Mize

Your Department: _____

Your Division within the Department (if applicable): _____

Your Telephone Number: 423-586-3781

Your email address: WMIZE@CO, HAMBLETON, TN, US

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

Operational goals and objectives:

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

MORE DEMANDS FOR SERVICES. INCREASED EQUIPMENT NEEDS SUCH AS P25.
Why? HAMBLEN COUNTY POPULATION WILL CONTINUE TO INCREASE, WITH THAT COMES ADDITIONAL CRIME.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

WAITING AREA OUT OF HALL TRAFFIC BULLET PROOF COUNTER GLASS

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 1-3

What is the maximum number? 6

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 6+

What is the maximum number? 15+

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

DAILY BRIEFING FOR PATROL AND DETECTIVES
COMMAND STAFF MEETINGS
PRESS MEETINGS w/ROOM TO DISPLAY EVIDENCE AS NEEDED.
MEETING WITH CONCERNED CITIZEN GROUPS
CIVIL SERVICE BOARD MEETINGS
COURTROOM SECURITY MEETINGS
CABINETS AND SHELVING FOR PAPERWORK. REST ROOMS

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

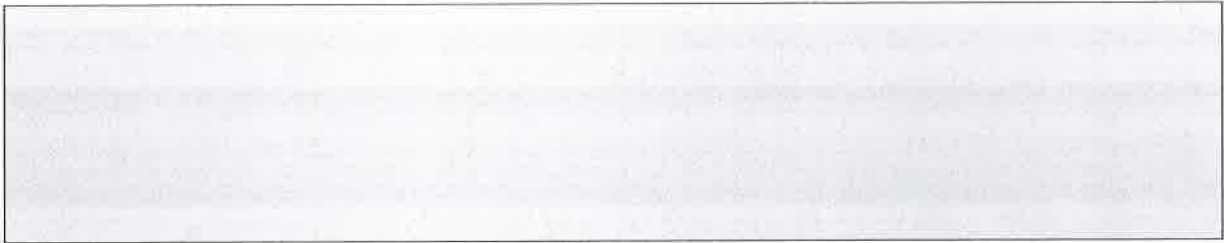
7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files					
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

What percentage of your inactive files could be stored away from your department/division's office area?

100 % if they are in the same building

0 % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

ARMORY
SUPPLIES
EQUIPMENT
EVIDENCE
CLEANING SUPPLIES, MOP SINK ETC.

THERE IS NEVER TOO MUCH!

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

JAIL
ADMINISTRATION
COURT SECURITY
DETECTIVE DIVISION

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

(MOVEMENT)
PRIVATE ACCESS FROM JAIL TO COURTROOMS
PRIVATE ENTRANCE/EXIT FOR ALL LAW ENFORCEMENT
PERSONNEL.
CONTROL ROOM TO MONITOR ALL CAMERAS INCLUDING JAIL.
WOULD ALSO HAVE CONTROL OF ELECTRONIC DOOR LOCKS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

UNSECURED ENTRANCE DOORS
SHOULD HAVE ONE PUBLIC ENTRANCE, ONE EMPLOYEE ENTRANCE

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? _____

How many fax machines? _____

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

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Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: DAVID STAPLETON

Your Department: CID

Your Division within the Department (if applicable): _____

Your Telephone Number: 585-2774

Your email address: d.stapleton@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

OUR DIVISION INVESTIGATES ALL CRIMES THAT HAPPEN IN THE COUNTY AND ALSO CRIMES INSIDE OUR JAIL, WE DO INTERNAL AFFAIRS, WE HAVE FOUR DETECTIVES IN ONE OFFICE, AND THAT IS JUST A LACK OF SPACE ISSUE. ALSO WE HANDLE ALL THE EVIDENCE THAT COMES IN TAKE IT TO LAB FOR AND PICK UP FROM LAB.

Operational goals and objectives:

FOR EACH INVESTIGATOR TO HAVE HIS OWN OFFICE FOR INTERVIEWS ALSO HAVE EVIDENCE ROOM CLOSE TO THE OFFICES

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

HOPEFULLY HAVE MORE MAN POWER, THERE WILL BE A BIGGER LOAD OF CASES, MORE EVIDENCE, AND MORE JAIL CRIMES TO INVESTIGATE.

Why? THE MORE CASE LOAD, COMES FROM MORE PEOPLE INSIDE THE COUNTY, WHICH IS GROWING EVERY DAY, THAT LEADS TO MORE CASES AND MORE EVIDENCE, THE JAIL MORE PEOPLE INSIDE JAIL THE MORE PROBLEMS YOU'RE GOING TO HAVE.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
Detective LT.	1	1	1	1	x			
Detective SGT.	4	4	4	3		x		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

When someone comes in, they have to sit in office with all the detectives, they listen to phone calls and can overhear everything going on which is not good for us or them

They need their own office for the privacy they need to speak with victims of a crime or someone giving a tip. Also need at least two interview rooms

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? _____

What is the maximum number? _____

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 5/8

What is the maximum number? 12

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

WE HAVE DAILY BRIEFINGS IN THE MORNING TO GO OVER CASES AND DISCUSS CASES. WE ALSO DO PLANNING FOR RAIDS AND SPECIAL ASSIGNMENTS

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

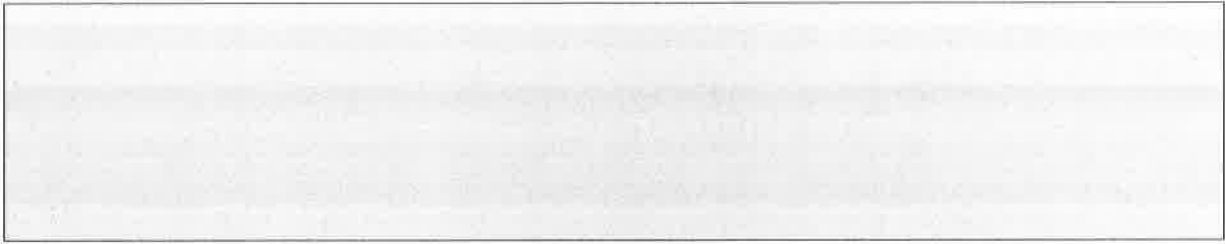
Yes

No

If yes, please describe briefly.

WHEN WE MEET WITH FAMILIES OF A CRIME THEY NEED TO FEEL IMPORTANT. IT MAY BE SOMEONE JUST GOT SOMETHING STOLEN OR IT COULD BE A FAMILY MEMBER THAT WAS MURDERED

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files					
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

What percentage of your inactive files could be stored away from your department/division's office area?

100 % if they are in the same building *IF NOT THE SAME YEAR OR TWO*

_____ % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

STORAGE FOR EVIDENCE, 1033 PROGRAM, STORAGE LOCKER'S
FOR PATROL AND NARCOTICS EVIDENCE

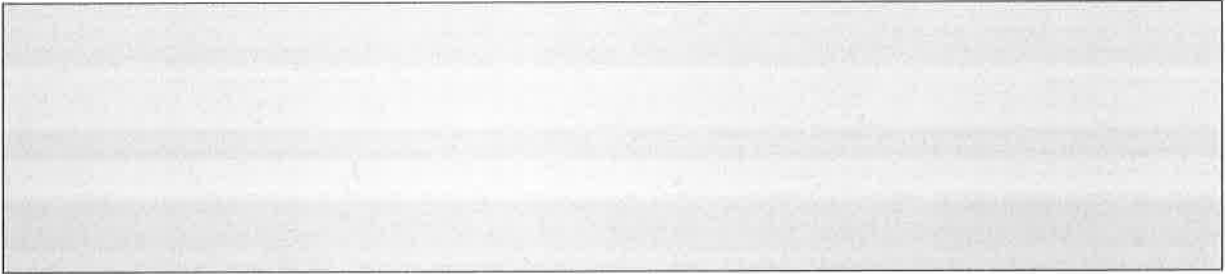
10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

SECRETARY, SHERIFF, CHIEF,

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.



12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

The CARPET BUBBLES when air is ON. IT'S ALWAYS HOT IN OFFICE'S (NOTE) ALSO THE UPSTAIRS FLOOR IS CRACKING AND IT'S A MATTER OF TIME BEFORE IT FALLS DOWN IT'S IN VERY BAD SHAPE

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

FOUR DETECTIVES IN ONE OFFICE IS UNEXCEPTABLE IN THIS DAY AND TIME, THEY NEED THEIR OWN OFFICE, THE EVIDENCE ROOM NEED TO A-JOIN THE DETECTIVE UNIT.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

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Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Doug Rich

Your Department: Hamblen County

Your Division within the Department (if applicable): JAIL F.T.O.

Your Telephone Number: _____

Your email address: drich@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

I AM a training officer I need an office or class room big enough to Train in
Operational goals and objectives:

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
FTO	1	1	2	?	x			

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? _____

What is the maximum number? _____

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? _____

What is the maximum number? _____

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Training - Needs to be separate
Insurance meetings
Departmental meetings

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Need equipment for Audio & Video

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

Mats for self-defence Training

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files					
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

Clothing & personal Property

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Court Rooms

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLÉN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

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Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: GERRY HAMBRICK

Your Department: JAIL ADMINISTRATION

Your Division within the Department (if applicable): JAIL LT. ASSIST. ADMIN.

Your Telephone Number: 423-585-4315

Your email address: ghambrick@co.hamblen.TN.US

CAPT. TERESA CAWS - JAIL ADMINISTRATOR
SGT. LINDA BLACK - ADMIN SGT.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

<p>ALL DAY TO DAY OPERATIONS (ASSISTANT ADMIN) I ALSO HAVE ALL DUTY EQUIP. FOR OFFICERS IN THE JAIL THE CAPT. + ADMIN SGT. DOES TIME KEEPING ADMIN SGT. KEEPS THE ACTIVE FILES</p>
<p>Operational goals and objectives:</p>

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

<p>DISCUSS ONE ON ONE</p>
<p>Why?</p>

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
CAPT	1	1	1	1	x			
LT	1	1	1	1	x			
SGT. FTO	1	1	2	2		x		
SGT. ADMIN	1	1	2	2		x		
SHIFT SGT.	4	4	4	4		x		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

AN OFFICE OR AN ENTRANCE NOT IN THE SECURE PART OF THE JAIL

5. Does your division require a customer/visitor waiting area?

Yes **BONDING**

No

If yes, what is the typical number of customers/visitors present at one time? 1-5

What is the maximum number? 5-7

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 8-10

What is the maximum number? 10

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

SGT. MEETINGS
SHIFT MEETINGS
ATTY. MEETINGS
MEETINGS WITH STATE TIME KEYPAD

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SHELVING

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files	43				
Inactive files in your office area					
Inactive files <u>not</u> in your office area				40	

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

INMATE MATS.	INMATE FILES
INMATE CLOTHING	
INMATE SUPPLIES	
OFFICER SUPPLIES	
OFFICER EQUIPMENT	

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

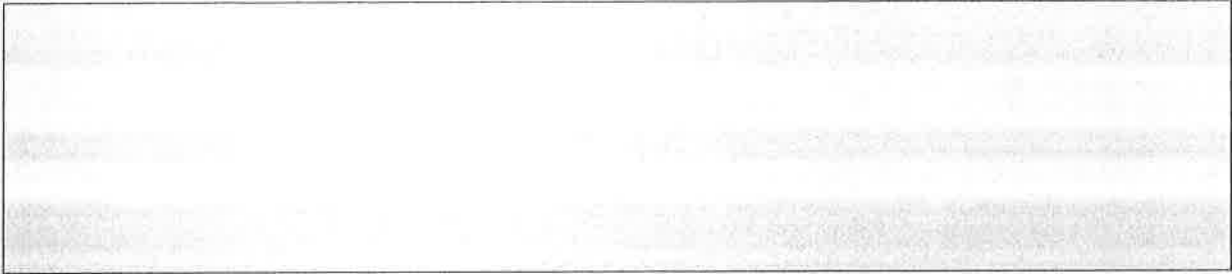
FTO OFFICE

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

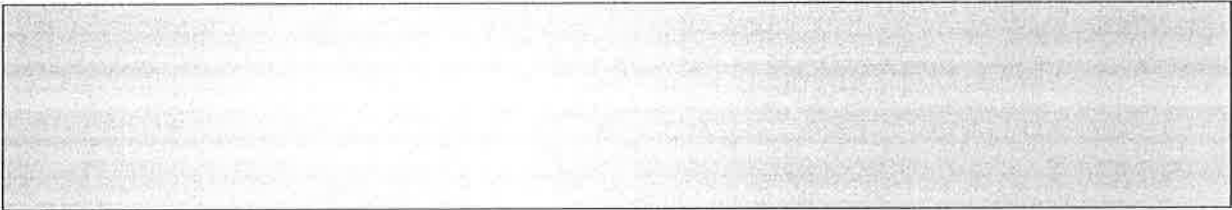
COURT HOLDING CELLS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.



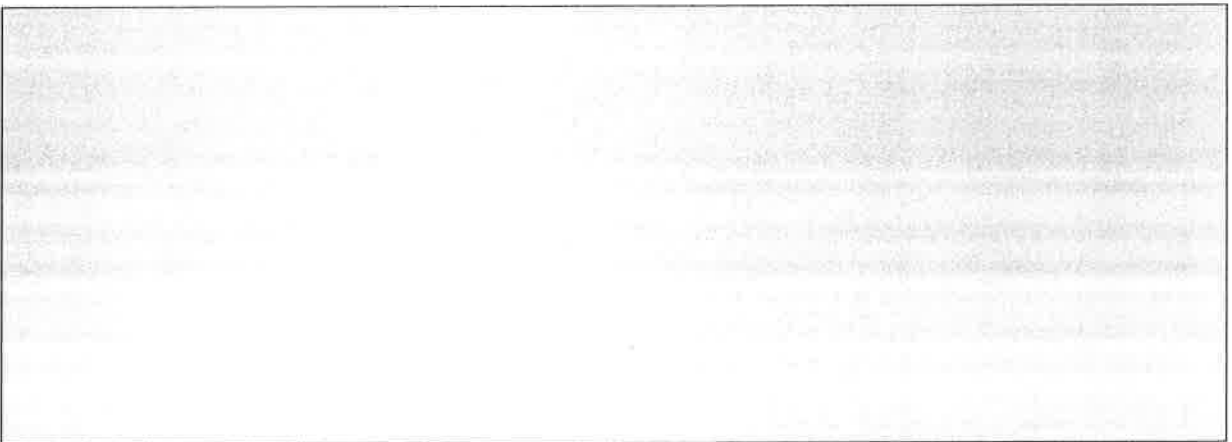
12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.



13. How many copiers does your division have? 3

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.



This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLÉN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Hugh Moore

Your Department: HC50

Your Division within the Department (if applicable): Patrol

Your Telephone Number: 423-585-2771

Your email address: hmoore@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

*Supervisor for Law Enforcement division, Patrol
Detectives, Narcotics, Office, Court Security.*

Operational goals and objectives:

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	

YOUR RESPONSES:								
<i>Sheriff</i>	1	1	2	3	✓			
<i>Chief Deputy</i>	1				✓			
<i>Captain</i>	1				✓			
<i>Lt Detective</i>	1				✓			
<i>Sat Detective</i>	4				✓			
<i>Lt Patrol</i>	4							✓
<i>Sat Patrol</i>	4							✓
<i>Patrol</i>	14							✓
<i>Lt Court Security/Training</i>	1				✓			
<i>Sat Court Security/Training</i>	1				✓			
<i>Court Security</i>	8							✓
<i>Part Time</i>	20							✓
<i>Records</i>	1				✓			
<i>Work Release / Signer</i>	1				✓			
<i>Admin Asst / Accounting</i>	1				✓			
<i>Warrant / Front Office</i>	2				✓			

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

*Office for Patrolman to do offense reports for walk-in's
Separate interrogation room for investigators and officers
from other agencies to interview suspects.
Court Security needs office to check on warrants, and other
paperwork that may come up*

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 1-3

What is the maximum number? 5

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 5-7

What is the maximum number? 30

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Briefing, Training, Departmental, and Conference meetings

Please describe any audio-visual equipment or other special features you regularly need for meetings.

*PowerPoint Projector, Computer, Smart Board
(option of large screen TV)
Tables, Chairs*

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

Currently have 2 large copiers

5/17/2016

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



8. Does your division have centralized files?

- Yes No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

- Yes No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

- Yes No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files	10				
Inactive files in your office area					
Inactive files <u>not</u> in your office area	a lot unknown				

What percentage of your inactive files could be stored away from your department/division's office area?

100 % if they are in the same building *Secure Location*

0 % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

Firearms, Ammo, targets, less lethal, chemical weapons
Law Enforcement Equipment, ketch, vests etc.
Server room.
Work area and storage for court security at entrance door

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

all

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

Seperate room to hold inmates for court.
Seperate hallway to bring in inmates to court away from public

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

None

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? 2

How many fax machines? 2

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

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Your time and effort is appreciated, and we look forward to meeting with you.

Your Name:

Jodi Ingram

Your Department:

Records

Your Division within the Department (if applicable): _____

Your Telephone Number:

586-3781

Your email address:

Jingram @ Co. Hamblen. TN. US.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

Enter any and all incident + arrest reports to the standards of the TOI, operate department database. Enter traffic citations, Record expungements, Organize and file all records. Assist officer + Detectives with reports. Assist attorneys + Insurance Companies w/ reports

Operational goals and objectives: To enter all records to the highest standards. Keep all reports organized. To assist all officers + the public in a timely manner. Keep expungement records.

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

going paperless or somewhat paperless. Doing more Public Information Officer duties. Training officers on the new software + assisting w/ entering reports.

Why? New software coming in and will be training officers to use that instead of paper copies. I like PIO duties and want to have more time to do it more.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
Records Clerk	1	1	2	2	X	X		
Need a detective Detect.	1	1	1	1		X		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

Officers come into the Records department, would be nice to have extra computer for officers to look things up themselves or to be able to print from and work from.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? _____

What is the maximum number? _____

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 1

What is the maximum number? _____

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

An auditor from the TBI comes to audit our records. We are required to provide them a quiet working area w/ desk.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Computer w/ department software on and ~~also~~ internet accessible.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Would be nice for administrative offices to have a meeting and/or waiting area.

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

filing cabinets + a copy machine.

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files					
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

Copy Machine paper.

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

other administrative offices.

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Should keep NCIC records + expungements secured.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

Need enough space for large filing cabinets + a map of the county.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLEN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

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Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: TERRI BETH VAUGHN

Your Department: HAMBLEN CO. SHERIFF'S DEPT. ADMINISTRATIONS

Your Division within the Department (if applicable): SEX OFFENDER REGISTRY

Your Telephone Number: 423-585-2768

Your email address: tbvaughn@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

I register the Sex offenders, Bookkeeping & Work Release program. I need to be away from the front door. I need a bullet proof glass window for registering sexual offenders

Operational goals and objectives: Privacy for Bookkeeping purposes

To help the public as efficiently as possible

To be able to register Sex offender with the public ~~at~~ at a distance.

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

More Sexual Offenders to register due to sentences ~~expiring~~ ^{expiring} & law changes

more inmates move on work Release

more inmates & sex offender = more bookkeeping

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	

YOUR RESPONSES:								
Sheriff	1	1	1	1	X			
Chief Deputy	1	1	1	1	X			
Cpt. Moore (patrol)	1	1	1	2	X			
Lt. Stapleton/Det	1	1	2	2	X			
Det. Sgt.	4	6	6	8		X		
Lt. Admin	1	1	1	1		X		
Sgt. Admin	1	1	1	2		X		
Ex. Admin. Asst.	1	1	1	1		X		
Records	1	1	1	1		X		
SOR/WR/Bookkeeper	1	1	1	1		X	with window	
Warrants	1	1	1	1		X		
Receptionist	1	1	1	2		X	with window	
Court Security	16	10 full time 10 part time	Same	15 full time 10 part time		a cashier		X

Add Det + Narcotics Admin Asst. in 5 years

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

large bullet proof window with computer monitors on the outside.
Waiting area.
Counter height desk, chair to window so I'm not sitting below the level of the person at the window.
Near by copy, file, fax room
Private bathroom for Admin.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 3

What is the maximum number? 5

Please attach any data or documentation you have about the amount of your customer/visitor traffic. *this would be anyone coming to the Dept. for copies of ~~reports~~ reports, reporting, paying fees, asking*

6. How frequently does your department/division need access to a conference or meeting room? *general ? also one*

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 3

What is the maximum number? 15

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

filling out reports, meetings with the public, meeting with other Departments, training, meeting with Attorneys

Please describe any audio-visual equipment or other special features you regularly need for meetings.

T.V. DVD, Projectors, Computers
camera's, recorders

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

[Empty text box for frequency and number of attendees]

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

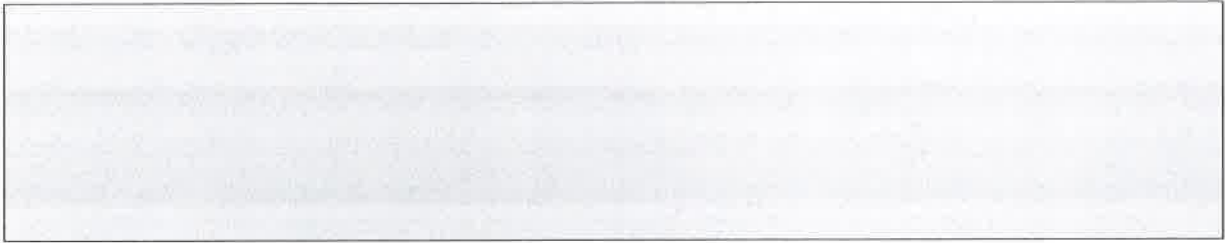
Yes

No

If yes, please describe briefly.

Safe, Armory, evidence lockers, gun box, filing cabinets,
large copier

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



8. Does your division have centralized files?

Yes *in the Records office.* No

I think a copy / filing room would be an asset

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files	X	X			
Inactive files in your office area				X	
Inactive files <u>not</u> in your office area				X	

What percentage of your inactive files could be stored away from your department/division's office area?

100 % if they are in the same building

_____ % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

Evidence, Ammo & guns, safe, office supplies

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Admin, Jail, Detectives

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

Be in the same building.
Different floors.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Bring inmates to court.
lack of bullet proof glass
Proper front door set-up. Its
to crowded at the front.

Private gated parking

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

Offices close to the front door are cold in
the winter. Hot in the summer.
Attic Storage is hot!

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

The Sheriffs Department should be on its own
floor or level. But close to court & Jail.
we need employee lounge, Briefing room, file/copy
room. & interview rooms; proper office space
parking garage for security & protection
of Department & employees veh.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY COURTS PHASE ONE PROGRAMMING

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Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Don Baird _____

Your Department: Work Program

Your Division within the Department (if applicable): _____

Your Telephone Number: 423 581-4530

Your email address: dbaird@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

We sign up people out of court for Community Service Work; We secure Treatment beds for Rehab and transport inmates to the facilities. We are required to perform drug testing for the courts and those being transported to a rehab facility, We supervise the ICS Program; this program is a litter crew that the court orders to do litter pickup. (DUI Offenders are required to be on this program), We sign offenders up for court ordered programing (Domestic Violence Classes, Anger Management, Drug Court) Supervise In-house inmate GED classes.

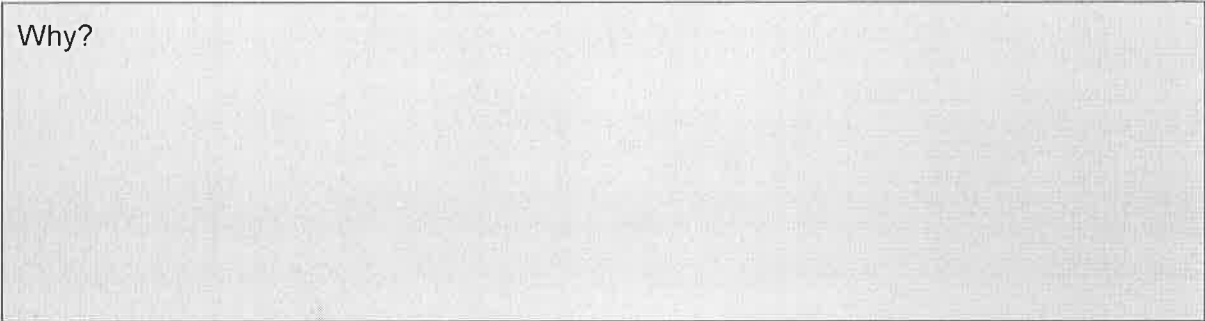
Operational goals and objectives: Our Goals are to have enough room to have a separate area for people coming out of court and help the general public. We need a separate area for the inmates we have doing rehab paperwork, phone screens and being transported. To have a facility that we can park our work crew vehicle, store required equipment, and office space for people to sign up on that program separate from inmates and court people. Have site supervision to allow different work crews to go out in the community possibly with a system to allow the public to call in with problem areas that need our attention. We need a secure part in our facility to have in-house inmate programing such as GED classes so that we don't have to bring inmates out of the secure part of the jail into an unsecure area.

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Our office requirements have grown by a large number on yearly bases. We currently have over 1700 people in our system required to perform Community Service Work in our community. The Rehab trips continue to increase as both courts have sent people from jail into drug rehab. (From January to June of this year we have made 55 transports). We are trying to add a staff member to help supervise work sites. Our Sessions Court has added another full day of court per week increasing our numbers.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Why?



SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Clerk of Court	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
Director	1	1	1	1	X			
Administrative Assistant	1	1	1	1			X	
IPS	1	2	2	3		X		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

Would like a counter set up for security issues. Need a private area with phone access to do Phone Screens for Treatment facility issues and assessments. Cubicles would be good to allow some semi privacy, at this point we have people lined up out the door all with different issues.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 2-10

What is the maximum number? open

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 4

What is the maximum number? 6

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Only meeting would be staff meeting

Please describe any audio-visual equipment or other special features you regularly need for meetings.

None.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Judges and Court Clerks only – how many courtroom days are needed each week to meet your current dockets for your County Court? Courtroom days are expressed in the number of days a single courtroom is needed in a given week. For example, if one courtroom is used 5 days per week and a second one is also used 2 days per week for that same court, that's a total of 7 courtroom days per week. The number of total courtroom days may or may not vary from week to week. We need this identified only for the County court functions.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files		4	3		
Inactive files in your office area		1			
Inactive files <u>not</u> in your office area			2		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your division require storage space?

Litter equipment, Office equipment copy paper etc.

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Criminal Courts, Circuit Court Clerk.

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

Must have access to the courtrooms, Judges and Clerks Office.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Security is always an issue when dealing with inmates and the general public. We are in a position that we have to mix the inmate and general populations. Inmates must be walked passed 3 exit doors and the public to be brought to our office or the courtrooms. When inmates are doing phone screens or assessments we don't have a place to put them away from the public. When the GED class is taught we have to bring the inmates up from the secure part of the jail and placed in an unsecure room.

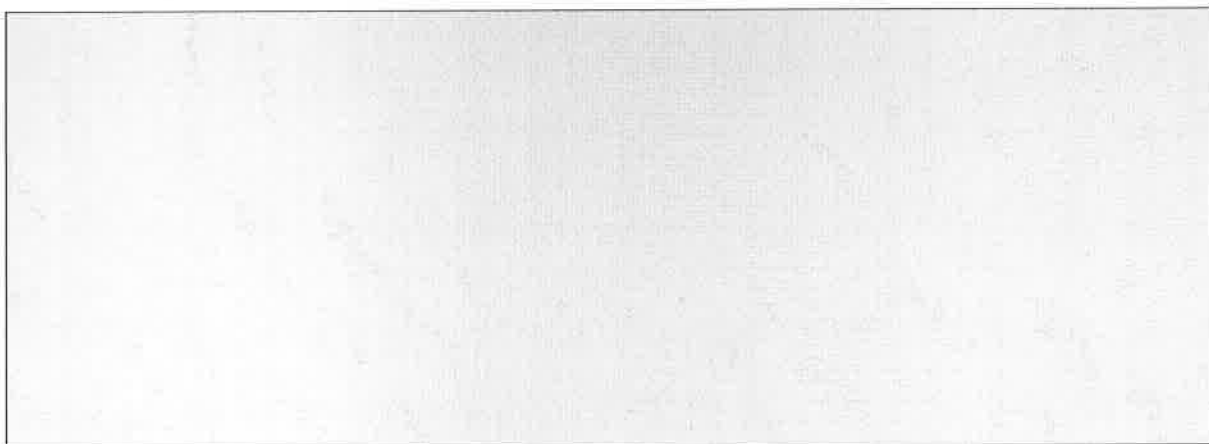
12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

We only have 2 outlets in the office now. We are in need of enough outlets.

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

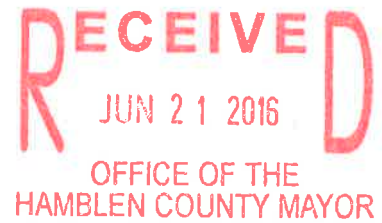


This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY COURTS PHASE ONE PROGRAMMING



Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK"). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Teresa West

Your Department: Circuit Court Clerk

Your Division within the Department (if applicable): Circuit/Criminal, General Sessions + Juvenile Courts

Your Telephone Number: 423-586-5640

Your email address: twest@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

We have 20 employees in 3 office. We need the offices combined to 1 building We service 6 Judges and 4 Courtrooms. We need space to do the jobs effectively + efficiency. We have alot of people coming

Operational goals and objectives: to do business in our office, filing pleadings, paying fines + cost. looking public records.

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

I anticipate the work load increasing because the crime is increasing steadily.

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

Customer Service Counter, Semi private cubicles Public access to Computers
Storage of Court files for 6 Judges.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 6

What is the maximum number? 6

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 5-20

What is the maximum number? 20

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

[Empty text box for meeting types and special features]

Please describe any audio-visual equipment or other special features you regularly need for meetings.

[Empty text box for audio-visual equipment and special features]

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

[Empty text box for frequency and number of attendees]

Judges and Court Clerks only – how many courtroom days are needed each week to meet your current dockets for your County Court? Courtroom days are expressed in the number of days a single courtroom is needed in a given week. For example, if one courtroom is used 5 days per week and a second one is also used 2 days per week for that same court, that's a total of 7 courtroom days per week. The number of total courtroom days may or may not vary from week to week. We need this identified only for the County court functions.

General Sessions Div. 1 5 days per week
General Sessions Div. 2 4 days per week
Circuit/Criminal average 3 days per week unless
Criminal then 5 days per week.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

unless T.C.A. changes the law

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files		✓	✓		
Inactive files in your office area	1	✓	✓		
Inactive files <u>not</u> in your office area	✓	✓	✓	✓	

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What percentage of your inactive files could be stored away from your department/division's office area?

75 % if they are in the same building

75 % if they are not in the same building

Other than filing, for what items does your division require storage space?

*bookkeeping
minute Books
rule + Executions docket*

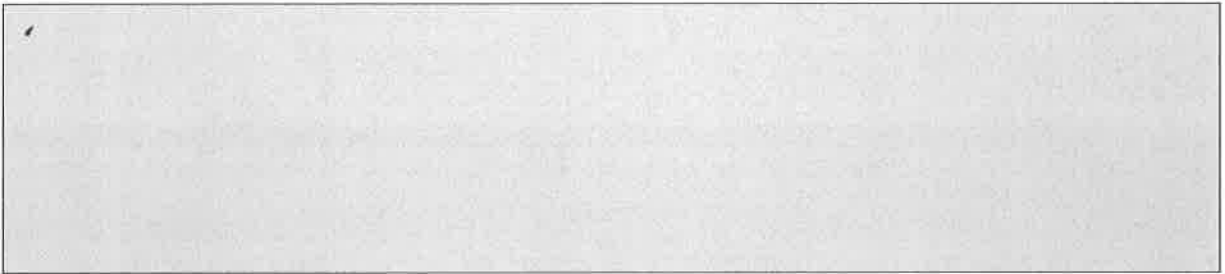
10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Sheriff's department

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.



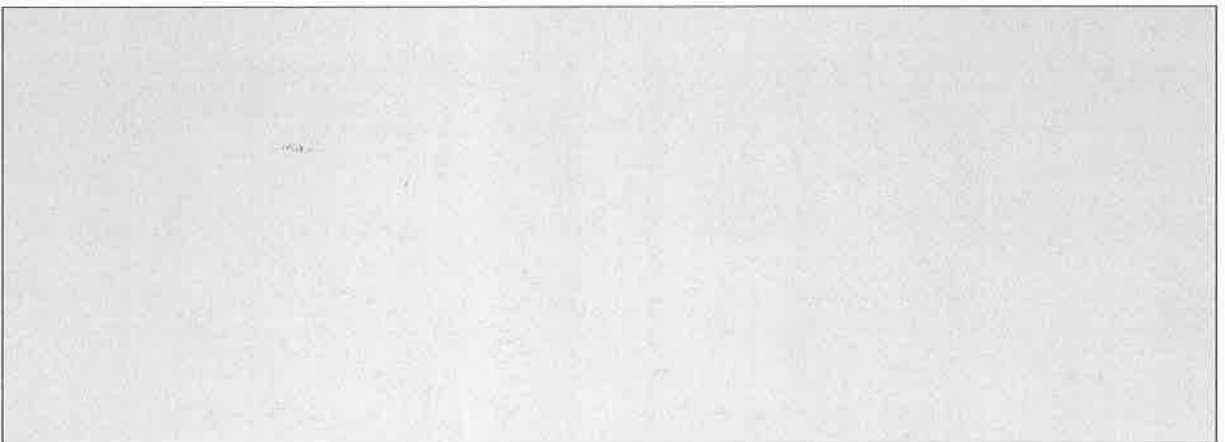
12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.



13. How many copiers does your division have? 3

How many fax machines? 3

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.



This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.



MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE HAMBLÉN COUNTY COURTS PHASE ONE PROGRAMMING

Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Doug Collins

Your Department: General Sessions

Your Division within the Department (if applicable): I

Your Telephone Number: 586 5640

Your email address: dcollins@co-hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

Criminal Court Cases.
Operational goals and objectives:

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

The Case loads are increasing substantially Better technology.
Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 50-100

What is the maximum number? 125

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 50-100

What is the maximum number? _____

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Attorney - Client.
Review of video of police arrests

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Courtroom replay of video of police arrests.
Constitutional rights video.
Video arraignments of inmates

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Judges and Court Clerks only – how many courtroom days are needed each week to meet your current dockets for your County Court? Courtroom days are expressed in the number of days a single courtroom is needed in a given week. For example, if one courtroom is used 5 days per week and a second one is also used 2 days per week for that same court, that's a total of 7 courtrooms days per week. The number of total courtroom days may or may not vary from week to week. We need this identified only for the County court functions.

5

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files					
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your division require storage space?

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Probation
Gen Sessions Div I
Offices for all Judges in same building

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

Larger better designed courtroom.
Conference rooms for attorneys.
Waiting area outside courtroom.
- more than 1 restroom for office
personal

- more electrical outlets

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Ingress/Egress to parking lot is by
Jail entrance

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? 1

How many fax machines? _____

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLLEN COUNTY COURTS PHASE ONE PROGRAMMING

Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK"). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Janice Snider

Your Department: General Sessions Court, Division II

Your Division within the Department (if applicable): II

Your Telephone Number: 423-587-1239 or 423-748-1789

Your email address: jsnider@co.hamblen.tn.us and sniderj2@charter.net

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

General Sessions Court, Juvenile Court and Adult Drug Recovery Court

Operational goals and objectives: To function as an efficient and safe court system in all types of courts over which I have jurisdiction.

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Volume (number of cases filed and litigants involved) continues to increase greatly from year to year. Due to the number of emotionally disturbed individuals and potentially dangerous or obstructive individuals/groups that are an occasional concern, court security needs to operate in an effective manner – this need will continue to increase in importance in future years.

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Clerk of Court	1	1	1	1	x			
Administrative Assistant	1	2	3	4			X	
YOUR RESPONSES:								
Deputy Clerks of Court	1.5	3	?	?	x	x		
Juvenile Youth Services Staff	4	5	?	?	x	x		
Administrative Assistance	0	1	1	1	x	X		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

Juvenile Court Services should adjoin the Juvenile Court Clerk's offices; file sharing should be easily accessible between these two offices. Juvenile Court Services must have outside access where visitors/parents/ persons accessing services can come and go. Currently the clerk's office and Juvenile Court Services are located in two different buildings which creates great administrative issues.

5. Does your division require a customer/visitor waiting area?

Yes No

If yes, what is the typical number of customers/visitors present at one time? Varies according to type of docket. On Juvenile Court days, when each hearing should ideally be conducted privately, there may be 75 persons waiting for court.

What is the maximum number? 75-100 but this number might be reduced with good scheduling.

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week
 Twice a month Monthly Once in a while

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What is the usual number of meeting participants? 5-20

What is the maximum number? 25

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Recovery Court team meetings and attorney-client meetings/conferences

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Judges and Court Clerks only – how many courtroom days are needed each week to meet your current dockets for your County Court? Courtroom days are expressed in the number of days a single courtroom is needed in a given week. For example, if one courtroom is used 5 days per week and a second one is also used 2 days per week for that same court, that's a total of 7 courtrooms days per week. The number of total courtroom days may or may not vary from week to week. We need this identified only for the County court functions.

Four courtroom days per week

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

Courtroom furnishings, copy machine and small file room, and Judge's office.
--

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Unknown/Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files					
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your division require storage space?

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Both Juvenile and General Sessions Court Clerk's offices and Juvenile Court Services Office. Temporary holding facility is also a consideration if that facility is retained by the county.

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

Hard to cover this in a questionnaire. Need to sit down with clerks and Juvenile Court Services to explore options.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Due to the number of emotionally disturbed individuals and potentially dangerous or obstructive individuals/groups that are an occasional concern, court security needs to be operative in an effective manner – this need will continue to increase in importance in future years

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

Telephone jacks for extra phone for telephonic hearings; direct 911 connection from Judge's bench and possibly office; extra power connections for court reporters etc. courtroom lighting? Needs to be planned in design stage.

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

Team needs to visit while court is in session in both General Sessions and Juvenile Court to observe requirements.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE HAMBLEN COUNTY COURTS PHASE ONE PROGRAMMING



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Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Cyndi Trent Doty

→ Your Department: Juvenile Court Services

Your Division within the Department (if applicable): _____

Your Telephone Number: 423-581-9422

Your email address: cyndiyso@yahoo.com

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

We provide probation services to all juveniles on County probation and provide services to all families that are involved with Juvenile Court Services. We meet with attorneys to discuss cases. We meet with providers who are working with families involved with Juvenile Court. We provide services to public to assist with any questions or problems with juveniles.

Operational goals and objectives:

2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Increase in the amount of clients served.

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Clerk of Court	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
Director	1	1	1	1	x			
Probation Officer	2	2	3	3	x			
Administrative Assistant	1	1	1	2			x	

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

Traditional service counter, waiting area, private offices for probation officers and director. Private offices must have doors that are able to see through.

5. Does your division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? 7

What is the maximum number? 15

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 6

What is the maximum number? 15

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Child and Family Team Meetings and training

Please describe any audio-visual equipment or other special features you regularly need for meetings.

TV, DVD, Dry Erase Board

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Judges and Court Clerks only – how many courtroom days are needed each week to meet your current dockets for your County Court? Courtroom days are expressed in the number of days a single courtroom is needed in a given week. For example, if one courtroom is used 5 days per week and a second one is also used 2 days per week for that same court, that's a total of 7 courtroom days per week. The number of total courtroom days may or may not vary from week to week. We need this identified only for the County court functions.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files	5	2	1		
Inactive files in your office area					
Inactive files <u>not</u> in your office area					

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your division require storage space?

Storage for office supplies., law books, training material

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Temporary Holding Resource Center

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

Must have restroom in the office area as give drug screens to juveniles.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Concerns for safety due to volatile nature of clients at times.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

All files are confidential and have great need for area that can accommodate the need for confidentiality with least interaction with adult defendants from other courts.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.



MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE HAMBLÉN COUNTY COURTS PHASE ONE PROGRAMMING

Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK".). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Cyndi Trent Doty

Your Department: Juvenile Court 

Your Division within the Department (if applicable): Hamblen County Temporary Holding Resource Center

Your Telephone Number: 423-581-9422

Your email address: cyndiyso@yahoo.com

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

- 1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

This department is a Juvenile Detention Facility that houses juveniles in jail type cells. The facility is licensed by State of TN Department of Children's Services and is licensed to for 2 non-secure rooms and one secure room. This facility is licensed to detain juveniles for 72 hours. Not included in the 72 hr time frame is weekends and holidays therefore juvenile could be detained up to 7 days in the facility.

Operational goals and objectives:

- 2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Increase in the amount of clients served.

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Clerk of Court	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
Manager	1	1	1	1	x			
Attendants(part-time employees)	12	20	25	25				X

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Room is need that juvenile and/or his family may be able to meet with attorney, DCS staff, and law enforcement personnel. Also need a conference/meeting area where training may be conducted for staff of the facility.

Please describe any audio-visual equipment or other special features you regularly need for meetings.

TV, DVD, Dry Erase Board

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

Judges and Court Clerks only – how many courtroom days are needed each week to meet your current dockets for your County Court? Courtroom days are expressed in the number of days a single courtroom is needed in a given week. For example, if one courtroom is used 5 days per week and a second one is also used 2 days per week for that same court, that's a total of 7 courtroom days per week. The number of total courtroom days may or may not vary from week to week. We need this identified only for the County court functions.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

The facility itself must have bathroom that includes a shower so that juveniles may be showered. Area must include refrigerator and cabinets for storage of food, sink with cold and hot water for washing or dishes, area to prepare food which must include microwave, washer and dryer, area to store linens, clothing, and cleaning supplies for facility, area to store juvenile's personal items, lock box for storage of guns when officers bring juveniles into facility. Must have seating for employees. Employees must have access to copier and fax machine. Entrance to the facility must be separate from public entrance. Facility must be where juveniles are not within sight or sound of adult inmates.

Each jail cell must be built and furnished according to specifications required by TN Commission on Children and Youth and State of TN Department of Children's Services licensing division.

8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files		1	2		
Inactive files in your office area					

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Inactive files <u>not</u> in your office area				10	
---	--	--	--	----	--

What percentage of your inactive files could be stored away from your department/division's office area?

100% if they are in the same building

0% if they are not in the same building

Other than filing, for what items does your division require storage space?

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Juvenile Courtroom and Juvenile Court Services office.

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

Concerns for safety due to volatile nature of clients at times and concerns of safety of juveniles and staff if someone tries to escape from facility or enter the facility without permission

Secured area to allow juvenile to be able to be brought into the facility by officers.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

Facility is open 24 hrs/7 days a week so must always have power and heating and cooling.

13. How many copiers does your division have? 0 Currently use the copier of Juvenile Court Services.

How many fax machines? 0 Currently use the fax machine of Juvenile Court Services.

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

Juveniles in this facility are not allowed any contact with adult inmates and must be kept out of sight and sound of adult inmates.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

SPACE NEEDS ASSESSMENT QUESTIONNAIRE HAMBLLEN COUNTY JAIL PHASE ONE PROGRAMMING

Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs of your department. After you have completed the questionnaire, our team will meet with you in person to discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in “jump starting” that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive. This document will assist the planning team to develop the necessary administrative and supporting “core” needs of the detention center going forward.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. If your department is a large one that is subdivided into divisions or separate units that focus on different responsibilities, please complete a **separate** questionnaire for each division, with responses that address only that division. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Terry Myers

Your Department: Maintenance

Your Division within the Department (if applicable): _____

Your Telephone Number: 423-312-0587

Your email address: tmyers@co.hamblen.tx.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

1. Briefly describe the general scope of your department/division's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your department/division?

Services and functions: to maintain & repair Heat & A.C. Plumbing, Electrical, Ground Keeping & house keeping & other
Operational goals and objectives: to keep Building open & Functioning Efficiently

2. What changes do you anticipate in your department/division's services or functions in the next five years, and why?

Changes anticipated: More Breakdowns on Equipment Due to age & stress, on Building Due to overcrowding & age
Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your department, or division within the department if applicable. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 10 years?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
			Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:						
Detention Administrator	1	1	x			
Administrative Assistant	2	3			x	
YOUR RESPONSES:						
Maintenance Supervisor	1	1	1	1		
Electrician	1	1		1		
Plumber	1	1		1		
Floor man & mowing	1	1		1		
house keeping	1	1		1		

Does not include court house

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis?

Yes

No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

5. Does your department/department/division require a customer/visitor waiting area?

Yes

No

If yes, what is the typical number of customers/visitors present at one time? _____

What is the maximum number? _____

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?

Daily 2 to 3 times a week Once a week

Twice a month Monthly Once in a while

What is the usual number of meeting participants? 5

What is the maximum number? 7

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

8. Does your department/division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files	1	1	1		
Inactive files in your office area	1	2			
Inactive files <u>not</u> in your office area					

What percentage of your inactive files could be stored away from your department/division's office area?

_____ % if they are in the same building

_____ % if they are not in the same building

Other than filing, for what items does your department/division require storage space?

Cases of *Cases of A.C. Filter's*
of *Cleaning Supplies* *Plastic Garbage Bins*
Tool's *Floor Buffer machine's*
Toilet Paper *Cleaning Cart's*
Plumbing Supplies *Cases of Light Bulb's*
Need Storage for unused office Equipment & miscellaneous
Stuff

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

10. What divisions within your department should be located together and what other departments should be located near you in order to facilitate better coordination and more efficient service?

Maintenance + housekeeping

What types of spaces or building features would help your group to more effectively interact and collaborate with other departments?

11. Describe any special requirements or concerns your department/division may have regarding security.

We would like to access work chases
From outside of Buildings. (Not have to walk thru
Cells to get to them)

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your department/division.

will need Electrical For welder's metal
Cutting "Plasmacutter" Table Saw + Saw's Bench grinder's
~~Drill~~ Drill Press Air compressor + other shop tool's

13. How many copiers does your department/division have? 1

How many fax machines? 1 combination

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

14. Please note any other suggestions or concerns you may have about the nature of the space your department/division needs, or make any other comments you want to communicate to the design team.

We need room to work on Projects in. to keep mowing Equipment in, we store up to 100 Tires @ a time a Pull up Door to unload truck's + Bring in mowers a loading-unloading Dock

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

MOSELEYARCHITECTS

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

HAMBLÉN COUNTY SHERIFF'S LAW ENFORCEMENT PHASE ONE PROGRAMMING

Moseley Architects has been selected to provide space planning services for the Hamblen County Jail / Justice Center Programming and Design effort. Your responses to this questionnaire will be very helpful to the Moseley Architects space planning team in understanding the space needs and functional requirements of your department. After you have completed the questionnaire, our team will meet with you in person discuss your responses and other issues in more detail. The time you spend responding to these questions is extremely valuable in "jump starting" that face to face discussion by providing you a means of focusing on some of the relevant issues prior to our meeting. This will make the meeting efficient and productive for everyone.

Please answer every applicable question, and respond to the questions as accurately and thoughtfully as you can. The quality of your input will directly affect the effectiveness of the space needs assessment results. Just click within the gray boxes to enter your responses. (For "Yes" and "No" or other check boxes, double click the appropriate box and select "Checked". Then click "OK"). Feel free to print the questionnaire and complete it by hand if you prefer. Please complete a **separate questionnaire for each organizational subdivision** of your department, with responses that address only that division. Please complete **only one questionnaire for each organizational subdivision** in order to avoid potentially conflicting responses. Feel free to attach additional sheets to the questionnaire if needed.

Your time and effort is appreciated, and we look forward to meeting with you.

Your Name: Debbie Hammond

Your Department: Sheriff's Executive Assistant

Your Division within the Department (if applicable): _____

Your Telephone Number: 423-585-2775

Your email address: dhammond@co.hamblen.tn.us

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

- 1. Briefly describe the general scope of your departmental subdivision's services and functions, including any special policies or procedures that impact your functional and space needs. What are the primary operational goals and objectives of your division?

I handle purchasing for the Sheriff's Office & the Jail. Tracking Line items & the budget balance. Coordinating purchase request for the Sheriff, Chief, Capt. Moore, Lt. Stapleton, Capt. Laws, Lt. Hambrick & others regarding needs. Maintain maintenance records on all vehicles. Approve invoices for Sheriff's Office & Jail

Operational goals and objectives:
Keeping accurate records & information concerning all spending within the Sheriff's Office & Jail

- 2. What changes do you anticipate in your division's services or functions in the next five years, and why?

Why?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

3. Please list the job title of each type of position currently authorized for your subdivision within the department. Adjacent to each job title, indicate how many such positions are currently authorized. This tells us what your current staff breakdown is or should be. Then, to the best of your ability, indicate the total number of authorized positions you think there will be for each job title in five, ten, and twenty years. Base your estimate on the degree to which you believe the amount and nature of your services and workload will change or stay the same. Then indicate with an X which type of workspace is required for each position. Examples of the intended response format are shown in the yellow highlighted cells below.

Job Title	How many now?	How many in 5 years ?	How many in 10 years ?	How many in 20 years ?	TYPE OF WORKSPACE REQUIRED FOR THIS POSITION			
					Private office	Shared enclosed office	Cubicle	No dedicated workspace required
EXAMPLES:								
Sheriff	1	1	1	1	x			
Administrative Assistant	1	2	3	4			x	
YOUR RESPONSES:								
Executive Assistant	1	1	1	1	X			
Sheriff	1	1	1	1	X			
Chief	1	1	1	1	X			
Capt	1	1	1	1	X			
Det. Lt					X			
Det. Sgts	4	5	6	7	X			
Records	1	1	1	1	X			
Sex Offender Registry	1	1	1	1	X			
Warrants	1	1	2	2		X		
Admin. Assistant	1	1	2	2		X		

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

4. Do customers/visitors come to your facility for face-to-face interaction with your staff on a regular basis? *Fedex & ups deliveries + other delivers persons to see Sheriff*
- Yes No

If yes, please describe features you would like to see in your space that you believe would help you provide the best possible customer service (e.g., traditional customer service counter, semi-private cubicles for meeting with customers, customer accessible computers, etc.) Feel free to suggest features that are different from your current space or method of doing business.

Large desk top space for work area
File cabinets similar to what the office now has
Book case for manuals & Budget reports
need area to sit 2-or 3 chairs
Storage for forms & office supplies
Computer space
copy/scanner machine
fax machine

5. Does your division require a customer/visitor waiting area?
- Yes No

If yes, what is the typical number of customers/visitors present at one time? 1-2

What is the maximum number? _____

Please attach any data or documentation you have about the amount of your customer/visitor traffic.

6. How frequently does your department/division need access to a conference or meeting room?
- Daily 2 to 3 times a week Once a week
 Twice a month Monthly Once in a while

What is the usual number of meeting participants? _____

What is the maximum number? _____

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

For what types of meetings will the space(s) be used? Describe any special features required for the space(s).

Please describe any audio-visual equipment or other special features you regularly need for meetings.

Is your group responsible for staging public meetings?

Yes

No

If so, how often and for how many attendees?

7. Does the work space for your division need to accommodate special furnishings or equipment other than standard office furniture (e.g., bulk mailing machinery; larger than normal copier; oversize printer or plotter; residential type setting for family meetings)?

Yes

No

If yes, please describe briefly.

large copier + space for families to meet with Detectives

SPACE NEEDS ASSESSMENT QUESTIONNAIRE



8. Does your division have centralized files?

Yes

No

If yes, do you expect the quantity of paper/hard copy files you must keep to increase over time?

Yes

No

Do you expect that, over time, using document imaging to store electronic files in a centralized database can reduce the number of hard copy files you now have or would otherwise accumulate?

Yes

No

9. Please indicate below the number of shared file storage units of each type you have now. Include only shared files used by multiple staff. Do not include files that are (or should be) in a staff member's individual office for workstation. (Note: "Inactive files" are those you rarely need to access. "Active files" are those you need to access frequently.)

	Lateral cabinets	Vertical cabinets	Open shelf units	Boxes	Rolling or rotating files
Active Files	4	cabinet drawers			
Inactive files in your office area	2	cabinet drawers			
Inactive files <u>not</u> in your office area	?				

What percentage of your inactive files could be stored away from your department/division's office area?

100 % if they are in the same building

0 % if they are not in the same building

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

Other than filing, for what items does your division require storage space?

Office Supplies, Book case for manuals

10. What other divisions within your department should be located near yours in order to facilitate coordination and efficient service?

Sheriff - Chief - Capt. Detectives

What types of spaces or building features would help your group to more effectively interact and collaborate with other court functions?

SPACE NEEDS ASSESSMENT QUESTIONNAIRE

11. Describe any special requirements or concerns your division may have regarding security.

12. Describe any unusual heating, cooling, lighting, or electrical power requirements for your division.

13. How many copiers does your division have? 1

How many fax machines? 1

14. Please note any other suggestions or concerns you may have about the nature of the space your division's needs, or make any other comments you want to communicate to the design team.

This is the end of the questionnaire. Thanks again for your time and effort. We look forward to meeting with you soon.

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: June 2016

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	16	2	43	9	0	185	94	28	4	381
2	16	2	43	9	0	182	93	27	4	376
3	16	2	43	9	0	180	92	28	4	374
4	16	2	42	9	0	180	93	29	4	375
5	16	2	42	9	0	181	91	32	5	378
6	16	2	42	9	0	181	92	37	5	384
7	15	2	42	9	0	178	96	38	4	384
8	14	2	42	9	0	177	96	41	4	385
9	14	2	42	9	0	175	96	35	4	377
10	13	2	42	9	0	174	101	35	4	380
11	13	2	42	9	0	172	101	39	4	382
12	13	2	42	9	0	169	103	39	4	381
13	13	2	42	9	0	167	107	38	4	382
14	12	2	39	7	0	164	110	42	5	381
15	12	2	39	7	0	156	113	41	3	373
16	12	2	39	7	0	156	113	41	3	373
17	12	2	39	7	0	152	115	43	3	373
18	0	0	0	0	0	0	0	0	0	0
19	0	0	0	0	0	0	0	0	0	0
20	0	0	0	0	0	0	0	0	0	0
21	0	0	0	0	0	0	0	0	0	0
22	0	0	0	0	0	0	0	0	0	0
23	0	0	0	0	0	0	0	0	0	0
24	0	0	0	0	0	0	0	0	0	0
25	0	0	0	0	0	0	0	0	0	0
26	0	0	0	0	0	0	0	0	0	0
27	0	0	0	0	0	0	0	0	0	0
28	0	0	0	0	0	0	0	0	0	0
29	0	0	0	0	0	0	0	0	0	0
30	0	0	0	0	0	0	0	0	0	0
31	0	0	0	0	0	0	0	0	0	0
Totals	239	34	705	145	0	2929	1706	613	68	6439

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: May 2016

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	16	3	59	6	0	181	69	26	3	363
2	16	3	57	7	0	183	70	24	3	363
3	16	3	57	8	0	190	70	25	3	372
4	16	3	58	8	0	189	69	26	3	372
5	16	3	58	8	0	187	69	26	3	370
6	16	3	58	8	0	189	69	28	3	374
7	16	3	58	8	0	190	73	34	3	385
8	16	3	58	8	0	186	74	37	3	385
9	17	3	58	8	0	189	75	36	3	389
10	17	3	58	8	0	190	74	33	3	386
11	17	3	56	8	0	186	74	31	3	378
12	17	3	55	8	0	186	75	30	3	377
13	17	3	55	8	0	188	78	31	3	383
14	17	3	55	8	0	198	80	32	3	396
15	17	3	55	8	0	197	82	33	3	398
16	17	3	55	8	0	190	83	33	3	392
17	17	2	54	8	0	188	83	32	3	387
18	17	2	54	8	0	193	84	31	3	392
19	17	2	52	8	0	192	83	30	3	387
20	15	2	49	7	0	195	82	29	3	382
21	15	2	49	7	0	196	83	31	3	386
22	15	2	48	7	0	193	84	34	3	386
23	15	2	48	7	0	192	84	30	3	381
24	15	2	46	7	0	190	83	32	4	379
25	15	2	45	7	0	190	83	33	4	379
26	16	2	45	8	0	188	86	29	4	378
27	16	2	45	8	0	186	88	30	4	379
28	16	2	45	9	0	189	92	30	4	387
29	16	2	45	9	0	187	92	33	4	388
30	16	2	44	9	0	187	92	33	3	386
31	16	2	43	9	0	188	91	30	3	382
Totals	501	78	1622	243	0	5873	2474	952	99	11842

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: April 2016

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	23	5	60	5	0	168	46	23	4	334
2	23	5	60	5	0	165	49	23	4	334
3	23	5	60	5	0	168	49	26	4	340
4	23	5	60	5	0	168	53	25	5	344
5	23	5	59	5	0	167	54	25	3	341
6	23	5	60	5	0	165	56	24	3	341
7	18	5	58	5	0	167	55	23	2	333
8	18	5	59	5	0	166	55	17	3	328
9	18	5	59	5	0	169	58	18	3	335
10	18	5	59	5	0	171	59	18	2	337
11	18	5	59	5	0	169	58	23	4	341
12	19	5	59	6	0	171	57	23	3	343
13	18	5	58	6	0	165	59	25	3	339
14	18	5	59	6	0	160	60	23	3	334
15	18	5	59	6	0	161	60	22	3	334
16	18	5	60	6	0	166	61	22	3	341
17	18	5	60	6	0	170	61	24	3	347
18	18	5	60	6	0	164	58	23	3	337
19	18	5	59	6	0	168	60	21	3	340
20	17	5	59	6	0	166	61	27	3	344
21	16	5	59	6	1	171	59	26	3	346
22	16	4	59	6	0	174	60	30	3	352
23	16	4	59	6	0	179	64	32	4	364
24	16	4	59	6	0	178	66	34	3	366
25	16	4	60	6	0	174	68	31	3	362
26	16	4	60	6	0	173	68	27	3	357
27	16	3	60	6	0	169	69	24	3	350
28	16	3	60	6	0	168	68	24	3	348
29	16	3	60	6	0	173	67	23	4	352
30	16	3	59	6	0	176	67	28	3	358
31	0	0	0	0	0	0	0	0	0	0
Totals	550	137	1781	169	1	5069	1785	734	96	10322

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: March 2016

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	22	5	62	5	0	162	45	23	3	327
2	21	5	61	5	0	157	44	29	2	324
3	21	4	62	5	0	154	47	31	2	326
4	20	3	61	5	0	150	48	29	3	319
5	20	3	61	5	0	153	46	28	3	319
6	21	3	61	5	0	155	49	28	3	325
7	21	3	61	5	0	154	49	28	2	323
8	22	4	62	5	0	147	48	26	2	316
9	22	4	62	5	0	148	48	24	2	315
10	22	4	62	5	0	147	48	27	2	317
11	22	4	62	5	0	148	47	27	3	318
12	22	4	61	5	0	152	50	31	3	328
13	20	4	61	5	0	152	49	27	3	321
14	21	4	61	5	0	157	48	26	3	325
15	21	4	61	5	0	153	49	23	3	319
16	21	4	61	5	0	154	45	18	2	310
17	22	4	60	5	0	158	43	19	2	313
18	22	4	60	5	0	156	44	24	2	317
19	23	4	60	5	0	156	43	24	2	317
20	23	4	60	5	0	162	45	26	2	327
21	23	4	60	5	0	158	47	23	2	322
22	24	4	60	5	0	155	46	18	3	315
23	24	4	60	5	0	159	43	18	2	315
24	22	4	59	5	0	156	43	17	2	308
25	22	4	59	5	0	161	45	17	2	315
26	22	4	59	5	0	163	45	22	2	322
27	22	4	59	5	0	162	45	21	4	322
28	24	5	62	5	0	162	47	22	3	330
29	24	5	62	5	0	157	45	20	5	323
30	22	5	62	5	0	160	45	23	4	326
31	22	5	62	5	0	166	45	21	5	331
Totals	680	126	1886	155	0	4834	1431	740	83	9935

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: February 2016

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	26	3	72	6	0	146	47	30	2	332
2	26	3	72	6	0	144	46	31	2	330
3	26	3	72	6	0	140	44	29	2	322
4	26	4	71	6	0	144	45	28	2	326
5	26	3	71	6	0	143	43	28	2	322
6	26	3	71	6	0	142	43	25	2	318
7	26	3	71	6	0	144	44	26	2	322
8	23	3	68	6	0	144	44	29	2	319
9	23	3	68	6	0	143	45	24	2	314
10	23	3	68	6	0	139	43	21	2	305
11	23	3	68	6	0	136	43	20	2	301
12	23	3	69	6	0	141	42	24	2	310
13	23	3	69	6	0	141	43	23	2	310
14	23	3	68	6	0	141	43	23	2	309
15	23	3	68	6	0	142	43	20	2	307
16	23	3	68	6	0	139	43	23	2	307
17	23	3	67	6	0	140	44	25	3	311
18	23	3	68	6	0	140	46	23	3	312
19	23	3	66	6	0	142	47	22	3	312
20	23	3	66	6	0	145	46	25	4	318
21	23	3	66	6	0	150	47	28	3	326
22	22	3	66	6	0	153	47	27	3	327
23	22	3	66	6	0	159	48	32	3	339
24	21	3	66	6	0	159	48	25	3	331
25	21	3	66	6	0	157	48	26	3	330
26	21	5	66	6	0	161	47	26	3	335
27	21	5	67	6	0	166	45	29	3	342
28	21	5	67	6	0	167	45	29	3	343
29	21	5	65	5	0	167	45	27	4	339
30	0	0	0	0	0	0	0	0	0	0
31	0	0	0	0	0	0	0	0	0	0
Totals	674	96	1976	173	0	4275	1304	748	73	9319

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: January 2016

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	23	5	68	8	0	150	41	28	1	324
2	23	6	68	8	0	153	41	26	1	326
3	24	6	68	8	0	150	40	26	1	323
4	24	6	67	6	0	147	39	24	1	314
5	24	6	68	6	0	152	38	20	1	315
6	24	5	66	6	0	149	39	19	1	309
7	24	5	65	6	0	139	38	19	2	298
8	23	5	65	6	0	139	38	20	2	298
9	23	5	65	6	0	145	36	21	2	303
10	23	5	65	6	0	147	36	25	2	309
11	23	5	66	6	0	151	35	28	2	316
12	24	5	68	6	0	153	35	26	2	319
13	24	5	68	6	0	156	37	23	1	320
14	24	5	67	6	0	148	37	24	2	313
15	24	5	70	6	0	147	36	26	1	315
16	24	5	70	6	0	147	36	26	1	315
17	24	5	70	6	0	149	40	26	1	321
18	24	5	70	6	0	143	39	29	1	317
19	23	5	71	6	0	141	41	27	1	315
20	23	5	71	6	0	140	41	27	2	315
21	23	5	71	6	0	141	41	25	2	314
22	23	5	71	6	0	143	41	28	2	319
23	23	5	71	6	0	145	41	28	2	321
24	23	5	71	6	0	145	43	31	2	326
25	23	5	70	6	0	138	43	31	2	318
26	23	5	70	6	0	134	45	29	3	315
27	23	4	70	6	0	136	46	27	2	314
28	23	3	69	6	0	135	47	27	2	312
29	24	3	69	6	0	141	47	30	2	322
30	24	3	69	6	0	144	47	27	2	322
31	24	3	69	6	0	147	47	30	2	328
Totals	728	150	2126	192	0	4495	1251	803	51	9796

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: December 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	20	9	78	6	0	136	42	27	0	318
2	20	9	77	6	0	138	41	26	0	317
3	20	9	77	6	0	144	40	25	1	322
4	21	9	76	6	0	145	47	27	2	333
5	21	9	76	6	0	147	47	30	1	337
6	21	9	76	6	0	149	43	27	1	332
7	21	9	76	6	0	145	43	31	1	332
8	21	9	76	6	0	146	43	28	1	330
9	21	9	76	6	0	135	42	28	1	318
10	21	9	76	6	0	134	42	28	1	317
11	21	9	76	6	0	137	42	29	1	321
12	21	9	76	6	0	145	42	31	1	331
13	21	9	76	6	0	146	42	32	1	333
14	21	9	75	6	0	139	43	31	1	325
15	21	9	75	6	0	138	42	28	1	320
16	21	8	73	6	0	138	41	32	1	320
17	21	8	73	6	0	137	41	22	1	309
18	22	8	73	6	0	138	41	21	1	310
19	22	8	73	6	0	139	40	20	2	310
20	22	8	73	6	0	139	40	27	2	317
21	22	8	74	6	0	140	40	24	1	315
22	22	5	72	6	0	135	39	20	1	300
23	22	6	71	6	0	137	39	18	1	300
24	22	5	71	6	0	139	41	19	1	304
25	22	5	71	6	0	140	42	18	1	305
26	22	5	71	6	0	140	41	19	3	307
27	22	4	70	7	0	143	41	21	3	311
28	22	4	70	7	0	146	40	24	2	315
29	22	4	69	7	0	142	40	21	2	307
30	22	5	69	8	0	143	41	22	1	311
31	22	5	68	8	0	147	38	23	1	312
Totals	662	231	2283	193	0	4367	1286	779	38	9839

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: November 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	23	7	66	6	0	106	41	23	1	273
2	23	7	67	7	0	107	43	15	0	269
3	24	8	69	7	0	108	46	14	1	277
4	24	7	70	7	0	105	43	13	0	269
5	24	7	69	7	0	104	41	19	1	272
6	22	7	72	7	0	112	41	16	0	277
7	22	8	72	8	0	112	39	15	0	276
8	22	8	73	7	0	113	41	15	0	279
9	22	8	73	6	0	108	37	18	0	272
10	22	8	73	6	0	113	37	15	1	275
11	22	9	73	6	0	119	39	16	0	284
12	22	9	78	6	0	117	39	19	0	290
13	22	9	77	6	0	128	39	14	0	295
14	21	9	75	6	0	127	40	21	0	299
15	21	9	75	6	0	127	40	23	0	301
16	20	11	75	6	0	131	37	24	1	305
17	20	11	76	6	0	130	39	26	1	309
18	19	11	75	6	0	133	41	19	0	304
19	19	11	75	6	0	129	43	20	0	303
20	19	10	75	6	0	136	43	23	0	312
21	19	10	75	6	0	134	42	27	0	313
22	19	11	74	6	0	135	44	24	0	313
23	19	10	73	6	0	135	42	24	0	309
24	19	10	73	5	0	130	38	27	0	302
25	19	10	73	6	0	133	38	26	0	305
26	19	9	73	6	0	134	37	26	1	305
27	19	9	74	6	0	137	39	30	1	315
28	19	9	74	6	0	141	41	31	1	322
29	20	9	75	6	0	138	41	32	1	322
30	20	9	77	6	0	136	40	30	0	318
31	0	0	0	0	0	0	0	0	0	0
Totals	625	270	2199	187	0	3718	1211	645	10	8865

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: October 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	25	8	78	11	0	129	37	22	0	310
2	25	7	78	10	0	133	38	21	2	314
3	25	7	78	10	0	132	36	22	1	311
4	25	7	78	10	0	129	38	24	1	312
5	25	7	79	10	0	126	37	26	0	310
6	25	7	78	10	0	120	36	25	0	301
7	23	7	73	9	0	121	34	17	0	284
8	23	7	74	9	0	118	36	15	0	282
9	23	7	74	9	0	122	36	14	1	286
10	23	7	74	9	0	130	36	17	1	297
11	23	7	75	9	0	129	36	17	1	297
12	21	7	68	5	0	127	36	17	0	281
13	21	7	68	5	0	128	37	17	0	283
14	20	7	68	5	0	127	37	17	0	281
15	20	7	68	5	0	123	38	18	0	279
16	20	7	68	5	0	124	39	21	0	284
17	20	7	68	5	0	123	39	24	0	286
18	20	7	68	5	0	122	39	25	0	286
19	20	6	68	5	0	116	37	16	0	268
20	20	6	68	5	0	121	36	18	0	274
21	21	6	68	5	0	119	37	18	0	274
22	21	6	68	6	0	121	36	18	0	276
23	21	6	68	6	0	124	36	17	0	278
24	21	6	68	6	0	128	37	17	0	283
25	21	6	68	6	0	125	37	19	0	282
26	21	6	69	6	0	121	39	14	0	276
27	21	6	70	6	0	115	39	14	0	271
28	21	6	68	6	0	109	39	18	1	268
29	22	6	67	6	0	104	39	14	1	259
30	23	7	66	6	0	104	41	14	1	262
31	23	7	66	6	0	104	42	17	1	266
Totals	683	207	2197	216	0	3774	1160	573	11	8821

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: September 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	26	8	77	7	0	135	29	21	0	303
2	26	8	77	7	0	133	30	19	0	300
3	26	8	76	7	0	140	34	21	0	312
4	26	8	76	8	0	146	36	21	0	321
5	26	8	76	8	0	148	35	28	0	329
6	26	8	76	8	0	146	35	28	0	327
7	26	8	74	8	0	146	34	30	0	326
8	27	8	75	9	0	141	33	26	0	319
9	27	7	76	9	0	137	33	29	0	318
10	27	7	77	9	0	131	34	31	0	316
11	27	7	76	9	0	134	33	30	0	316
12	27	7	76	9	0	139	35	34	0	327
13	27	7	75	9	0	138	36	35	0	327
14	27	7	75	9	0	134	35	28	0	315
15	28	7	75	9	0	138	32	23	0	312
16	28	7	75	9	0	137	30	20	0	306
17	28	7	76	9	0	136	29	20	0	305
18	28	7	76	9	0	135	31	24	0	310
19	28	7	76	9	0	136	33	28	0	317
20	28	7	76	9	0	132	33	28	0	313
21	28	7	76	9	0	135	35	24	0	314
22	28	7	78	9	0	132	34	21	1	310
23	27	7	79	9	0	130	35	20	1	308
24	26	7	80	10	0	133	35	19	0	310
25	26	8	80	10	0	136	35	23	0	318
26	26	8	81	10	0	139	36	23	0	323
27	26	8	81	10	0	138	36	31	0	330
28	26	8	80	10	0	140	36	22	0	322
29	26	8	80	11	0	136	37	25	0	323
30	26	8	77	11	0	134	40	20	0	316
31	0	0	0	0	0	0	0	0	0	0
Totals	804	224	2308	269	0	4115	1019	752	2	9493

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: August 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	20	9	73	3	0	123	35	23	0	286
2	20	9	73	3	0	118	37	24	0	284
3	20	9	72	4	0	115	36	23	0	279
4	20	9	73	5	0	114	36	27	2	286
5	20	9	74	5	0	115	38	24	1	286
6	20	9	74	5	0	117	38	19	1	283
7	20	9	73	5	0	124	36	17	0	284
8	20	9	73	5	0	125	36	17	0	285
9	20	9	73	5	0	125	37	19	0	288
10	20	9	73	5	0	125	38	18	0	288
11	21	9	74	5	0	126	40	18	0	293
12	21	9	75	5	0	127	39	19	0	295
13	21	9	75	5	0	125	39	18	0	292
14	21	8	76	5	0	130	39	18	0	297
15	22	8	76	5	0	133	41	20	0	305
16	22	8	75	5	0	131	41	20	0	302
17	22	8	77	5	0	131	38	18	0	299
18	23	8	77	6	0	133	36	19	0	302
19	23	8	78	6	0	132	35	18	1	301
20	24	8	75	6	0	133	33	13	1	293
21	25	8	74	6	0	137	31	12	0	293
22	25	8	74	6	0	137	31	15	1	297
23	25	8	74	6	0	138	33	22	0	306
24	25	8	75	6	0	142	32	20	0	308
25	25	8	75	6	0	133	32	21	0	300
26	25	8	75	6	0	134	31	19	0	298
27	25	7	75	6	0	133	32	17	0	295
28	25	8	76	6	0	133	32	21	0	301
29	25	8	76	7	0	136	33	23	0	308
30	25	8	77	7	0	136	34	25	0	312
31	25	8	76	7	0	141	30	23	1	311
Totals	695	260	2316	167	0	4002	1099	610	8	9157

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: July 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	20	13	78	3	0	120	38	33	0	305
2	20	13	75	3	0	121	39	28	0	299
3	20	13	75	3	0	122	37	28	0	298
4	20	13	76	4	0	123	36	30	0	302
5	20	14	76	4	0	124	37	29	0	304
6	20	14	75	4	0	128	37	31	0	309
7	20	14	75	4	0	125	35	27	0	300
8	20	14	76	4	0	125	38	27	0	304
9	21	14	78	4	0	119	39	30	0	305
10	19	15	75	3	0	130	37	25	0	304
11	19	15	75	3	0	132	40	28	3	315
12	19	15	76	3	0	130	39	29	2	313
13	19	15	76	3	0	131	36	29	0	309
14	18	15	76	3	0	127	39	24	0	302
15	18	15	76	3	0	122	37	20	0	291
16	18	13	76	3	0	120	35	20	0	285
17	18	12	75	3	0	116	34	18	1	277
18	19	11	75	3	0	116	35	23	1	283
19	19	11	76	3	0	116	34	25	2	286
20	19	10	75	3	0	114	34	22	1	278
21	19	10	75	3	0	114	35	19	1	276
22	19	10	72	3	0	118	37	21	1	281
23	18	10	72	3	0	123	36	22	1	285
24	19	10	72	3	0	133	35	22	0	294
25	19	10	72	3	0	137	34	22	1	298
26	19	10	73	3	0	135	35	24	1	300
27	20	9	72	3	0	131	33	23	1	292
28	20	9	72	3	0	130	32	18	2	286
29	20	9	72	3	0	128	31	19	0	282
30	20	9	72	3	0	121	35	19	0	279
31	20	9	72	3	0	123	36	21	0	284
Totals	599	374	2311	99	0	3854	1115	756	18	9126

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: June 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	21	8	89	2	0	131	49	40	0	340
2	21	8	87	2	0	129	49	41	0	337
3	20	8	88	2	0	131	43	38	0	330
4	20	8	90	3	0	127	40	28	0	316
5	20	9	89	3	0	127	45	31	0	324
6	20	9	90	3	0	130	43	33	0	328
7	20	9	90	4	0	133	43	35	0	334
8	19	9	89	4	0	133	41	38	0	333
9	19	9	89	4	0	122	41	40	0	324
10	19	9	90	3	0	123	38	35	0	317
11	20	9	88	3	0	116	38	35	0	309
12	19	9	83	2	0	120	37	30	0	300
13	19	9	84	2	0	116	36	33	1	300
14	19	9	84	2	0	117	37	34	0	302
15	19	10	82	2	0	121	38	33	1	306
16	20	10	82	3	0	120	37	29	0	301
17	20	10	82	3	0	121	40	25	0	301
18	20	10	82	3	0	117	40	22	0	294
19	20	10	83	3	0	124	39	24	0	303
20	20	10	83	3	0	126	40	25	0	307
21	20	10	84	3	0	126	42	24	0	309
22	20	10	84	3	0	121	42	21	0	301
23	20	11	84	4	0	119	43	20	0	301
24	20	11	84	4	0	118	41	22	0	300
25	20	12	83	4	0	119	42	25	0	305
26	20	12	82	4	0	127	40	27	0	312
27	20	12	82	4	0	132	40	26	2	318
28	20	12	82	4	0	135	41	30	2	326
29	20	13	82	4	0	123	42	30	0	314
30	20	13	81	4	0	123	41	27	0	309
31	0	0	0	0	0	0	0	0	0	0
Totals	595	298	2552	94	0	3727	1228	901	6	9401

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: May 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	24	9	97	6	0	134	45	27	0	342
2	23	9	97	6	0	133	44	24	0	336
3	23	9	97	6	0	134	43	28	0	340
4	23	9	96	8	0	135	45	29	0	345
5	23	10	94	8	0	133	45	32	0	345
6	23	8	93	8	0	134	48	30	0	344
7	22	8	92	8	0	131	48	24	1	334
8	22	8	92	7	0	131	50	21	0	331
9	22	8	91	7	0	131	49	24	0	332
10	22	8	93	7	0	133	49	24	0	336
11	22	8	94	7	0	133	48	23	0	335
12	22	8	95	7	0	131	50	22	0	335
13	22	8	94	7	0	130	51	25	0	337
14	22	9	94	7	0	129	49	26	0	336
15	22	9	94	7	0	130	50	26	0	338
16	22	9	94	8	0	134	51	26	0	344
17	22	9	94	8	0	132	51	26	0	342
18	21	9	93	7	0	136	49	24	0	339
19	22	10	92	7	0	134	50	23	0	338
20	22	10	92	7	0	129	52	25	0	337
21	22	10	92	7	0	129	51	25	0	336
22	22	10	93	7	0	131	50	22	0	335
23	23	10	93	7	0	133	52	26	0	344
24	23	10	92	7	0	134	51	27	0	344
25	23	10	92	7	0	131	53	29	0	345
26	23	10	95	7	0	131	54	28	1	349
27	23	10	96	7	0	128	55	30	0	349
28	22	9	90	3	0	120	50	33	0	327
29	21	9	90	2	0	127	51	35	1	336
30	21	8	90	2	0	127	52	36	1	337
31	21	8	89	2	0	125	52	40	1	338
Totals	690	279	2890	201	0	4063	1538	840	5	10506

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: April 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	25	7	88	7	0	134	37	31	2	331
2	25	7	89	7	0	132	39	33	2	334
3	25	7	89	7	0	133	38	34	2	335
4	25	7	89	7	0	136	38	37	2	341
5	25	7	89	7	0	132	39	35	2	336
6	25	7	89	7	0	131	42	34	2	337
7	25	8	90	7	0	129	40	28	2	329
8	25	8	90	7	0	128	38	31	1	328
9	24	8	89	6	0	131	39	36	1	334
10	24	8	88	6	0	136	38	35	1	336
11	24	8	88	6	0	134	39	36	1	336
12	24	8	91	6	0	128	39	37	1	334
13	24	8	91	6	0	130	40	38	1	338
14	24	8	92	6	0	132	40	38	1	341
15	24	8	94	6	0	132	37	36	1	338
16	24	8	97	6	0	132	36	40	1	344
17	27	8	100	7	0	133	42	42	1	360
18	29	8	105	7	0	133	65	39	2	388
19	28	8	105	7	0	138	57	44	1	388
20	28	8	104	7	0	130	57	47	0	381
21	28	8	102	7	0	129	56	40	0	370
22	29	8	100	7	0	129	53	35	0	361
23	29	8	100	7	0	130	51	30	0	355
24	29	8	101	7	0	141	50	30	0	366
25	29	8	103	8	0	141	51	28	0	368
26	29	8	103	8	0	143	51	36	0	378
27	29	9	102	8	0	141	46	35	1	371
28	26	9	99	8	0	133	46	37	1	359
29	26	9	99	8	0	134	45	31	1	353
30	24	9	96	6	0	133	43	28	1	340
31	0	0	0	0	0	0	0	0	0	0
Totals	782	238	2862	206	0	3998	1332	1061	31	10510

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: March 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	22	7	78	7	0	128	39	30	1	312
2	22	7	78	7	0	127	39	21	1	302
3	22	7	79	7	0	122	42	23	1	303
4	22	7	78	7	0	122	42	20	1	299
5	23	7	77	7	0	121	40	19	1	295
6	23	7	76	7	0	128	36	19	1	297
7	23	7	76	7	0	126	37	18	1	295
8	23	7	77	7	0	125	37	21	1	298
9	23	7	77	7	0	122	36	19	1	292
10	23	7	78	7	0	122	36	22	1	296
11	23	7	81	7	0	120	33	20	1	292
12	23	7	80	7	0	122	33	17	1	290
13	23	7	80	7	0	127	29	22	1	296
14	23	7	80	7	0	127	30	20	2	296
15	23	7	82	7	0	124	30	24	2	299
16	23	7	82	7	0	125	32	22	1	299
17	23	7	83	7	0	132	32	21	1	306
18	23	7	83	7	0	132	32	25	2	311
19	23	7	84	7	0	128	32	22	1	304
20	23	7	84	7	0	129	35	21	1	307
21	23	7	84	7	0	130	35	22	1	309
22	23	7	84	7	0	134	35	29	1	320
23	23	7	84	6	0	136	34	27	1	318
24	23	7	84	6	0	135	35	29	2	321
25	23	8	82	6	0	133	36	24	3	315
26	24	8	81	6	0	134	37	29	2	321
27	25	8	88	7	0	138	36	29	2	333
28	25	8	88	7	0	141	38	28	2	337
29	25	8	89	7	0	138	38	31	2	338
30	25	8	89	7	0	139	35	29	2	334
31	25	7	88	7	0	138	35	29	2	331
Totals	720	223	2534	213	0	4005	1096	732	43	9566

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections
Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: February 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	23	6	78	9	0	135	33	28	1	313
2	23	6	76	9	0	136	33	28	1	312
3	25	6	76	9	0	134	31	27	1	309
4	24	6	75	9	0	134	32	24	1	305
5	24	6	73	9	0	129	32	28	1	302
6	22	6	74	8	0	136	34	27	1	308
7	22	6	74	8	0	138	32	32	2	314
8	22	6	74	8	0	137	33	32	1	313
9	21	6	74	8	0	144	36	25	1	315
10	21	6	74	8	0	141	36	26	1	313
11	21	6	72	9	0	134	35	25	1	303
12	22	6	72	9	0	131	35	30	1	306
13	22	5	72	7	0	132	36	27	1	302
14	22	5	72	7	0	134	36	27	1	304
15	22	5	72	7	0	132	36	28	1	303
16	22	5	72	7	0	131	36	29	1	303
17	22	5	72	7	0	129	37	26	1	299
18	22	6	72	7	0	129	37	26	1	300
19	22	7	73	7	0	131	37	23	1	301
20	22	7	73	7	0	131	36	27	1	304
21	22	7	74	7	0	129	37	25	1	302
22	22	7	75	7	0	126	37	29	1	304
23	22	7	75	7	0	122	38	29	1	301
24	22	7	75	7	0	119	39	30	2	301
25	22	7	76	7	0	117	38	28	1	296
26	22	7	76	7	0	116	38	28	1	295
27	22	7	78	7	0	123	38	26	1	302
28	22	7	78	7	0	127	39	27	1	308
29	0	0	0	0	0	0	0	0	0	0
30	0	0	0	0	0	0	0	0	0	0
31	0	0	0	0	0	0	0	0	0	0
Totals	622	173	2077	215	0	3657	997	767	30	8538

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: January 2015

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	21	9	76	5	0	112	31	37	1	292
2	21	9	77	5	0	117	32	28	1	290
3	21	9	77	5	0	117	32	33	1	295
4	21	9	77	5	0	117	32	29	1	291
5	21	9	78	5	0	119	33	29	1	295
6	21	10	78	5	0	116	32	28	1	291
7	21	10	79	5	0	116	32	28	2	293
8	21	9	79	5	0	114	32	22	1	283
9	21	9	80	5	0	114	32	22	1	284
10	21	9	80	5	0	117	32	25	1	290
11	21	9	80	5	0	120	32	25	1	293
12	21	9	78	5	0	116	33	24	1	287
13	21	9	78	5	0	116	32	25	1	287
14	21	9	77	5	0	115	32	26	1	286
15	21	9	80	5	0	119	31	23	1	289
16	21	9	79	5	0	121	30	25	1	291
17	21	10	79	5	0	122	29	27	2	295
18	20	10	80	5	0	122	30	27	2	296
19	21	10	80	5	0	124	31	32	2	305
20	21	9	79	5	0	125	32	30	1	302
21	21	8	79	5	0	121	33	27	2	296
22	23	8	79	5	0	119	33	27	1	295
23	23	8	79	5	0	125	33	30	1	304
24	23	8	79	5	0	131	33	30	1	310
25	23	8	79	6	0	127	34	35	1	313
26	23	8	78	6	0	128	33	29	1	306
27	23	7	78	6	0	129	35	29	1	308
28	23	7	78	6	0	127	35	29	1	306
29	22	7	78	7	0	126	36	32	2	310
30	23	6	78	8	0	131	33	24	1	304
31	23	6	78	9	0	136	34	26	1	313
Totals	669	266	2434	168	0	3759	1004	863	37	9200

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections
Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: December 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL		FELONS	MISDEMEANOR	OTHER	
1	24	8	93	5	0	139	39	24	2	334
2	24	8	93	5	0	137	38	21	1	327
3	24	8	91	5	0	137	39	22	1	327
4	25	8	91	5	0	131	37	27	3	327
5	25	8	90	5	0	138	38	24	2	330
6	25	8	91	5	0	138	36	28	2	333
7	25	8	91	5	0	140	38	29	2	338
8	25	8	81	5	0	138	38	25	2	322
9	25	8	80	5	0	138	38	29	2	325
10	25	8	80	5	0	132	36	26	2	314
11	25	8	80	5	0	130	36	24	1	309
12	25	8	80	5	0	135	39	24	1	317
13	25	8	79	5	0	134	39	27	1	318
14	25	8	79	5	0	131	40	24	1	313
15	25	8	78	5	0	132	39	21	1	309
16	23	8	77	5	0	133	38	22	1	307
17	23	8	77	5	0	132	36	17	1	299
18	23	8	77	5	0	130	35	20	1	299
19	22	9	78	5	0	132	32	23	1	302
20	22	9	77	5	0	132	31	25	1	302
21	22	9	77	5	0	132	33	25	1	304
22	22	9	76	5	0	129	33	27	1	302
23	22	9	76	5	0	121	32	22	1	288
24	22	9	75	5	0	118	31	26	2	288
25	22	9	76	5	0	114	30	28	1	285
26	22	9	76	5	0	117	30	30	1	290
27	22	9	76	5	0	114	31	34	1	292
28	22	9	76	5	0	120	30	36	1	299
29	22	9	75	5	0	118	31	33	1	294
30	22	9	76	5	0	110	30	27	1	280
31	21	9	76	5	0	112	30	30	1	284
Totals	726	261	2498	155	0	3994	1083	800	41	9558

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: November 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	24	7	105	4	0	137	38	26	1	342
2	24	7	105	4	0	134	38	26	1	339
3	22	7	101	3	0	135	37	25	1	331
4	22	7	99	3	0	133	38	27	1	330
5	22	8	99	3	0	134	36	23	1	326
6	24	8	100	4	0	131	37	24	1	329
7	24	8	100	4	0	135	37	24	1	333
8	23	8	102	4	0	135	36	25	1	334
9	23	8	102	4	0	134	36	29	1	337
10	22	8	98	4	0	130	37	28	1	328
11	22	8	98	4	0	130	37	29	1	329
12	22	8	97	4	0	130	37	20	1	319
13	22	8	99	4	0	132	37	20	1	323
14	21	8	98	5	0	132	37	22	1	324
15	21	8	97	5	0	129	38	21	1	320
16	21	8	98	5	0	126	38	20	1	317
17	21	8	98	5	0	129	37	26	1	325
18	20	9	98	5	0	124	37	24	1	318
19	20	8	98	4	0	121	36	22	3	312
20	19	8	93	4	0	127	38	19	1	309
21	22	8	94	4	0	134	40	19	1	322
22	22	8	93	4	0	134	38	21	1	321
23	23	8	94	4	0	132	38	20	1	320
24	23	8	93	4	0	132	38	21	1	320
25	23	8	93	4	0	134	38	21	2	323
26	23	8	93	4	0	129	39	20	1	317
27	23	8	94	4	0	127	39	17	1	313
28	23	8	95	4	0	128	41	20	1	320
29	23	8	94	4	0	133	38	24	1	325
30	23	8	94	4	0	132	38	22	1	322
31	0	0	0	0	0	0	0	0	0	0
Totals	667	237	2922	122	0	3933	1129	685	33	9728

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: October 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	21	8	115	9	0	157	41	18	4	373
2	21	8	112	9	0	162	41	13	4	370
3	22	8	111	11	0	163	51	17	4	387
4	21	8	112	11	0	157	48	24	4	385
5	21	8	112	11	0	152	47	27	5	383
6	21	8	113	10	0	153	45	25	4	379
7	19	7	112	6	0	149	42	23	1	359
8	19	7	112	6	0	148	40	23	1	356
9	20	7	110	6	0	139	40	26	1	349
10	20	7	110	6	0	144	40	28	1	356
11	20	7	110	6	0	144	41	31	1	360
12	21	7	109	6	0	140	41	31	1	356
13	21	7	109	6	0	140	42	33	1	359
14	21	7	108	6	0	140	41	34	1	358
15	20	7	109	5	0	138	41	34	1	355
16	20	7	109	5	0	139	41	39	1	361
17	20	7	109	5	0	149	40	40	1	371
18	21	7	109	5	0	150	39	44	1	376
19	21	7	109	5	0	148	40	44	1	375
20	21	7	108	4	0	147	39	40	1	367
21	21	7	107	4	0	150	37	29	1	356
22	21	7	107	4	0	151	33	26	1	350
23	22	7	107	4	0	145	31	27	1	344
24	23	7	107	4	0	148	32	27	1	349
25	23	7	106	4	0	145	32	28	1	346
26	23	7	106	4	0	138	34	28	1	341
27	24	9	105	4	0	137	34	31	1	345
28	24	7	105	4	0	138	34	26	1	339
29	24	7	106	4	0	137	37	25	2	342
30	24	7	104	4	0	136	37	24	1	337
31	24	7	105	4	0	138	38	26	1	343
Totals	664	225	3373	182	0	4522	1219	891	51	11127

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: September 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	22	7	116	10	0	141	34	30	4	364
2	22	7	116	10	0	141	34	31	4	365
3	22	7	115	10	0	141	33	25	4	357
4	23	7	118	10	0	146	35	22	4	365
5	22	7	118	9	0	154	37	24	4	375
6	22	7	119	9	0	154	36	25	4	376
7	22	7	119	9	0	155	39	27	5	383
8	23	6	119	9	0	153	42	34	6	392
9	23	6	119	9	0	147	42	29	6	381
10	23	6	119	9	0	147	40	17	5	366
11	23	6	120	9	0	149	38	20	5	370
12	23	7	120	9	0	153	38	20	5	375
13	24	7	120	9	0	157	38	23	5	383
14	24	7	119	9	0	155	38	23	5	380
15	24	7	117	9	0	149	38	22	5	371
16	24	7	116	9	0	150	37	20	6	369
17	23	7	116	9	0	152	36	24	5	372
18	23	7	116	9	0	154	37	22	4	372
19	23	7	116	9	0	157	37	21	4	374
20	23	7	118	9	0	163	37	22	4	383
21	23	7	118	9	0	164	38	20	5	384
22	22	7	118	9	0	158	38	22	4	378
23	22	6	118	9	0	151	41	21	4	372
24	21	7	118	9	0	149	42	16	4	366
25	20	7	113	9	0	153	41	17	4	364
26	20	6	113	9	0	156	41	22	4	371
27	20	6	113	9	0	158	41	27	4	378
28	20	6	112	9	0	160	41	21	4	373
29	21	6	114	9	0	158	42	22	4	376
30	21	7	114	9	0	156	43	18	4	372
31	0	0	0	0	0	0	0	0	0	0
Totals	668	201	3507	274	0	4581	1154	687	135	11207

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: August 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	24	6	110	8	0	135	29	19	4	335
2	24	6	111	8	0	138	30	24	4	345
3	25	6	112	8	0	134	31	24	4	344
4	25	7	111	8	0	136	33	21	4	345
5	25	7	112	8	0	132	30	21	5	340
6	25	7	113	9	0	128	28	20	4	334
7	25	6	115	9	0	129	30	21	4	339
8	25	6	115	9	0	133	31	26	4	349
9	25	6	115	9	0	134	34	31	4	358
10	25	6	114	9	0	135	34	36	4	363
11	26	6	113	9	0	142	35	30	4	365
12	26	6	113	9	0	139	35	32	5	365
13	26	6	113	9	0	139	34	31	6	364
14	26	6	114	9	0	146	33	32	4	370
15	26	6	116	9	0	149	33	34	4	377
16	26	6	115	9	0	151	34	37	6	384
17	26	6	115	9	0	150	35	36	6	383
18	26	6	114	10	0	149	34	38	5	382
19	26	6	115	10	0	146	32	33	4	372
20	26	6	116	11	0	146	32	31	4	372
21	26	6	115	11	0	142	30	23	4	357
22	26	6	115	12	0	145	32	26	5	367
23	26	6	116	12	0	144	34	24	4	366
24	26	6	117	13	0	144	34	24	4	368
25	26	6	116	13	0	144	33	21	4	363
26	26	6	116	13	0	141	33	22	4	361
27	26	6	116	13	0	139	34	26	4	364
28	26	6	118	13	0	137	36	27	4	367
29	22	6	116	10	0	142	33	26	4	359
30	22	7	116	10	0	144	34	30	4	367
31	22	7	116	10	0	139	33	27	4	358
Totals	782	191	3549	309	0	4352	1013	853	134	11183

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: July 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	32	11	96	12	0	129	31	24	6	341
2	32	11	100	12	0	129	29	21	5	339
3	31	11	99	13	0	128	28	24	5	339
4	31	11	101	12	0	135	27	26	5	348
5	31	9	103	12	0	135	28	27	5	350
6	31	9	105	12	0	135	28	32	5	357
7	30	8	105	12	0	127	28	21	5	336
8	29	7	105	12	0	132	27	21	6	339
9	29	6	106	12	0	130	29	21	5	338
10	31	6	108	12	0	126	31	22	5	341
11	31	6	110	12	0	136	29	26	5	355
12	31	6	111	13	0	132	30	24	5	352
13	31	6	111	13	0	132	32	25	5	355
14	28	7	110	7	1	128	32	29	5	347
15	27	7	110	7	1	125	31	29	5	342
16	27	7	109	7	1	126	31	29	5	342
17	27	7	108	7	1	127	34	30	5	346
18	27	7	108	7	1	131	31	27	5	344
19	27	7	111	7	0	133	31	36	6	358
20	27	7	110	7	0	134	31	39	6	361
21	27	7	109	7	0	134	30	30	6	350
22	27	7	112	7	0	130	32	28	5	348
23	27	7	114	7	0	127	32	27	5	346
24	26	7	113	7	0	124	29	27	4	337
25	26	7	115	8	0	131	27	28	4	346
26	26	7	115	8	0	131	28	29	4	348
27	26	7	115	8	0	131	28	31	4	350
28	26	7	113	8	0	132	28	29	5	348
29	25	7	113	8	0	132	29	26	5	345
30	24	7	112	8	0	126	28	25	4	334
31	24	7	110	8	0	126	28	22	4	329
Totals	874	233	3367	292	5	4034	917	835	154	10711

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections
Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: June 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	29	12	92	10	0	115	30	31	5	324
2	29	12	91	10	0	112	31	29	5	319
3	28	12	91	10	0	110	32	27	5	315
4	28	12	93	10	0	112	30	25	5	315
5	28	12	93	10	0	107	31	24	5	310
6	28	12	95	10	0	112	33	19	5	314
7	29	12	95	10	0	121	32	16	5	320
8	29	12	95	10	0	116	32	20	5	319
9	29	12	95	9	0	113	32	19	5	314
10	29	12	96	9	0	109	30	15	5	305
11	30	11	95	9	0	111	30	16	5	307
12	30	11	95	9	1	111	28	17	5	307
13	30	11	97	9	0	118	29	21	4	319
14	30	11	97	9	0	119	28	23	5	322
15	31	11	97	9	0	119	30	23	4	324
16	30	11	97	9	0	122	27	24	4	324
17	29	10	98	11	0	124	30	30	4	336
18	29	10	99	11	0	119	32	28	4	332
19	29	10	99	11	0	120	32	29	4	334
20	29	10	99	11	0	127	31	33	4	344
21	29	10	99	11	0	129	32	28	4	342
22	29	10	99	11	0	132	33	29	4	347
23	29	10	98	11	0	127	33	23	4	335
24	29	10	97	11	0	130	32	19	4	332
25	30	10	97	12	0	125	33	19	4	330
26	30	10	97	12	0	125	33	22	4	333
27	31	10	97	12	0	131	32	22	4	339
28	31	10	97	12	0	136	32	22	5	345
29	32	10	97	12	0	132	32	20	5	340
30	32	10	96	12	0	132	33	25	5	345
31	0	0	0	0	0	0	0	0	0	0
Totals	885	326	2883	312	1	3616	935	698	136	9792

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: May 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	27	14	86	9	0	120	24	16	5	301
2	27	13	86	9	0	127	29	14	5	310
3	27	13	86	9	0	127	29	19	5	315
4	27	13	86	9	0	123	29	24	5	316
5	28	13	85	9	0	121	30	20	5	311
6	28	13	85	9	0	122	30	24	5	316
7	28	13	85	9	0	117	29	20	5	306
8	28	13	88	10	0	120	27	23	5	314
9	26	13	85	10	0	121	28	23	5	311
10	27	13	85	10	0	125	28	26	5	319
11	27	13	85	10	0	125	27	26	5	318
12	28	13	85	10	0	124	26	21	6	313
13	28	13	85	10	0	127	26	20	5	314
14	28	13	84	10	0	122	21	16	5	299
15	28	13	84	10	0	120	24	18	5	302
16	28	13	83	10	0	121	22	15	6	298
17	28	13	83	9	0	123	22	22	6	306
18	28	14	84	9	0	119	22	21	6	303
19	28	12	83	9	0	116	26	22	6	302
20	28	12	83	9	0	116	26	20	5	299
21	28	12	85	9	0	117	29	18	6	304
22	28	12	86	9	0	123	27	14	5	304
23	28	12	87	10	0	125	27	14	5	308
24	28	12	87	10	0	130	28	14	5	314
25	28	12	87	10	0	130	29	18	6	320
26	28	12	87	10	0	126	31	23	6	323
27	29	12	89	10	0	117	33	26	5	321
28	29	12	89	10	0	118	33	27	5	323
29	29	12	91	10	0	120	32	24	5	323
30	29	12	92	10	0	117	29	23	5	317
31	29	12	94	10	0	119	30	24	5	323
Totals	865	392	2670	297	0	3778	853	635	163	9653

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: April 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	30	21	91	9	0	114	28	13	6	312
2	30	21	91	9	0	115	25	13	3	307
3	30	20	91	10	0	118	24	9	3	305
4	30	20	92	10	0	123	24	10	3	312
5	30	20	95	10	0	128	24	11	3	321
6	30	21	94	10	0	126	25	12	3	321
7	30	21	93	10	0	124	27	12	3	320
8	30	20	93	10	0	121	23	11	3	311
9	30	20	91	10	0	120	24	12	3	310
10	31	20	91	10	0	122	24	12	3	313
11	30	20	91	10	0	128	23	9	3	314
12	30	20	91	10	0	126	23	10	3	313
13	30	20	90	10	0	130	23	14	3	320
14	29	20	88	10	0	129	21	15	3	315
15	29	18	88	10	0	120	23	15	4	307
16	29	18	88	11	0	121	22	13	3	305
17	29	17	83	9	0	115	22	10	5	290
18	29	17	82	9	0	121	24	10	6	298
19	29	17	84	9	0	125	25	12	6	307
20	28	16	84	10	0	122	26	14	6	306
21	27	16	85	10	0	122	24	13	5	302
22	27	16	87	10	0	123	25	17	5	310
23	28	16	88	10	0	118	23	15	5	303
24	28	15	88	9	0	116	25	12	6	299
25	28	15	88	9	0	129	25	17	5	316
26	28	15	89	9	0	132	25	16	5	319
27	28	15	89	9	0	128	24	19	5	317
28	28	14	87	9	0	126	26	17	5	312
29	28	14	87	9	0	126	25	19	5	313
30	27	14	86	9	0	123	26	19	5	309
31	0	0	0	0	0	0	0	0	0	0
Totals	870	537	2665	289	0	3691	728	401	126	9307

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: March 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	28	17	104	8	0	102	27	19	3	308
2	29	17	104	8	0	97	26	18	3	302
3	29	17	102	8	0	96	26	16	3	297
4	29	17	102	8	0	98	28	9	3	294
5	29	17	102	8	0	99	26	11	3	295
6	30	16	103	8	0	100	27	18	3	305
7	30	17	101	8	0	102	25	12	3	298
8	30	17	102	8	0	107	23	17	3	307
9	30	17	101	8	0	102	24	11	4	297
10	24	20	102	8	0	102	38	12	3	309
11	25	18	103	8	0	97	42	13	3	309
12	25	18	101	8	0	98	37	16	4	307
13	25	18	101	8	0	98	34	12	3	299
14	26	18	100	8	1	103	33	18	3	310
15	26	18	99	8	0	105	36	18	3	313
16	26	18	100	8	0	102	32	25	3	314
17	27	19	94	7	0	107	29	18	3	304
18	27	19	94	8	0	108	29	16	3	304
19	27	19	93	8	0	107	31	16	3	304
20	27	18	94	8	0	100	31	12	3	293
21	26	18	95	8	0	110	31	12	3	303
22	26	18	95	8	0	113	31	15	3	309
23	26	18	95	8	0	108	31	13	3	302
24	26	18	91	8	0	108	29	11	3	294
25	26	18	90	8	0	108	29	8	3	290
26	26	18	89	8	0	107	29	10	3	290
27	26	18	90	8	0	107	27	9	3	288
28	29	20	91	8	0	115	29	11	3	306
29	29	20	90	8	0	121	27	13	3	311
30	29	20	90	9	0	118	27	15	3	311
31	29	20	89	9	0	117	27	11	3	305
Totals	847	561	3007	249	1	3262	921	435	95	9378

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: February 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	34	9	111	13	0	96	34	22	6	325
2	34	9	111	13	0	92	34	28	6	327
3	34	10	109	13	0	92	35	23	5	321
4	34	10	111	13	0	89	38	23	4	322
5	34	11	111	13	0	95	31	20	4	319
6	34	11	109	13	0	98	31	21	3	320
7	35	11	109	13	0	106	31	21	3	329
8	35	11	109	13	0	104	29	20	3	324
9	35	11	109	13	0	100	29	23	5	325
10	35	11	108	14	0	108	30	20	4	330
11	35	11	106	14	0	107	30	18	3	324
12	33	10	102	12	0	101	27	20	3	308
13	33	10	103	12	0	101	27	18	3	307
14	33	11	104	12	0	103	25	19	4	311
15	33	11	104	12	0	102	26	20	3	311
16	33	11	105	12	0	96	27	19	3	306
17	33	11	105	11	0	98	29	17	3	307
18	33	12	103	11	0	96	26	18	3	302
19	32	13	102	11	0	89	24	18	3	292
20	32	15	103	11	0	87	27	17	3	295
21	32	15	104	12	0	93	26	14	3	299
22	33	15	104	12	0	95	25	20	3	307
23	33	15	103	12	0	95	26	21	3	308
24	28	17	104	7	0	97	22	15	3	293
25	28	17	104	7	0	97	24	16	3	296
26	28	17	104	7	0	97	27	17	4	301
27	28	17	103	8	0	95	28	14	3	296
28	28	17	103	8	0	103	27	10	3	299
29	0	0	0	0	0	0	0	0	0	0
30	0	0	0	0	0	0	0	0	0	0
31	0	0	0	0	0	0	0	0	0	0
Totals	912	349	2963	322	0	2732	795	532	99	8704

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: January 2014

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	32	6	101	11	0	81	21	18	3	273
2	32	5	100	11	0	81	21	17	3	270
3	32	5	101	11	0	83	21	21	4	278
4	32	5	101	11	0	85	20	25	4	283
5	32	5	100	11	0	84	20	26	3	281
6	32	5	100	11	0	86	21	28	3	286
7	32	5	100	11	0	87	22	21	3	281
8	32	4	102	12	0	88	22	28	3	291
9	32	4	102	12	0	90	26	27	3	296
10	32	5	104	12	0	94	26	29	3	305
11	32	5	105	12	0	98	26	29	3	310
12	32	5	106	12	0	95	24	31	3	308
13	32	6	105	12	0	95	25	23	3	301
14	32	6	104	12	0	92	24	22	3	295
15	32	6	105	12	0	90	23	14	4	286
16	32	6	105	13	0	88	23	12	3	282
17	32	6	105	13	0	92	23	17	3	291
18	32	6	105	13	0	93	23	18	3	293
19	32	6	105	13	0	88	23	17	3	287
20	33	6	105	13	0	87	23	18	3	288
21	33	6	105	13	0	87	21	19	4	288
22	33	6	106	12	0	89	21	20	3	290
23	33	6	106	12	0	88	24	16	3	288
24	33	6	107	12	0	93	25	20	3	299
25	33	6	107	12	0	92	25	22	3	300
26	33	6	106	12	0	88	25	24	3	297
27	33	6	105	12	0	90	26	17	3	292
28	33	6	105	12	0	89	27	12	3	287
29	33	6	106	12	0	87	29	13	3	289
30	33	6	106	12	0	86	30	11	3	287
31	34	9	110	12	0	94	30	15	3	307
Totals	1005	176	3230	371	0	2760	740	630	97	9009

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: December 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	32	6	106	8	0	89	22	24	4	291
2	32	6	104	8	0	87	22	17	3	279
3	32	6	103	8	0	85	23	18	3	278
4	33	6	101	8	0	85	22	13	3	271
5	33	6	101	8	0	83	19	18	4	272
6	32	6	102	8	0	90	21	18	5	282
7	32	6	103	8	0	94	20	24	5	292
8	32	6	103	8	0	87	20	24	5	285
9	32	6	103	8	0	83	19	26	4	281
10	32	6	102	9	0	89	20	21	3	282
11	32	5	101	9	0	86	18	17	2	270
12	32	5	102	9	0	90	19	15	2	274
13	32	5	102	9	0	95	19	13	2	277
14	32	5	103	9	0	96	20	14	2	281
15	32	5	103	9	0	95	20	14	2	280
16	32	5	102	9	0	96	21	12	2	279
17	33	5	101	9	0	85	20	11	3	267
18	33	5	100	10	0	89	19	13	2	271
19	33	5	102	10	0	92	20	13	2	277
20	33	5	102	10	0	97	19	17	2	285
21	33	5	101	10	0	97	20	15	2	283
22	33	5	101	10	0	92	19	13	2	275
23	33	5	102	10	0	83	18	11	2	264
24	33	5	102	10	0	79	18	13	2	262
25	33	5	100	10	0	79	18	8	2	255
26	33	5	100	10	0	81	21	8	2	260
27	32	6	100	10	0	85	20	10	2	265
28	32	6	101	11	0	85	21	10	2	268
29	32	6	101	11	0	83	19	13	2	267
30	32	6	101	11	0	82	20	11	3	266
31	32	6	101	11	0	82	19	15	3	269
Totals	1004	170	3156	288	0	2721	616	469	84	8508

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections
Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: November 2013

DATE	CONVICTED FELONS			PAROLE VIOLATIONS		CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL		FELONS	MISDEMEANOR	OTHER	
1	37	7	106	9	0	92	25	20	2	298
2	37	7	104	9	0	101	26	23	3	310
3	37	7	105	9	0	101	26	27	2	314
4	37	7	106	9	0	102	26	23	4	314
5	37	6	106	9	0	99	28	21	4	310
6	37	6	107	9	0	97	26	20	3	305
7	37	6	107	9	0	95	24	24	2	304
8	35	7	108	8	0	97	22	22	2	301
9	35	7	109	8	0	100	22	29	2	312
10	35	7	109	8	0	101	23	31	2	316
11	35	7	109	8	0	100	22	29	2	312
12	36	7	109	8	0	100	21	32	5	318
13	36	7	107	8	0	92	21	27	5	303
14	35	7	109	8	0	92	22	20	4	297
15	36	7	113	8	0	96	23	18	4	305
16	36	7	113	8	0	93	25	15	4	301
17	36	7	113	8	0	91	25	18	4	302
18	36	6	113	8	0	95	25	17	4	304
19	35	6	112	9	0	96	24	17	3	302
20	35	6	112	10	0	89	23	18	3	296
21	36	6	113	10	0	84	23	16	3	291
22	33	7	110	8	0	89	24	16	4	291
23	33	7	110	8	0	89	25	19	3	294
24	33	6	110	8	0	87	25	19	4	292
25	31	6	106	8	0	90	25	18	3	287
26	31	6	107	8	0	86	24	14	4	280
27	31	6	107	8	0	85	23	16	3	279
28	31	6	106	8	0	88	23	16	3	281
29	31	6	106	8	0	89	23	19	3	285
30	31	6	106	8	0	92	22	22	4	291
31	0	0	0	0	0	0	0	0	0	0
Totals	1041	196	3258	252	0	2808	716	626	98	8995

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: October 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	41	9	118	14	0	96	37	31	2	348
2	42	9	121	14	0	93	37	30	2	348
3	42	8	122	14	0	93	34	34	2	349
4	42	8	124	14	0	97	33	31	2	351
5	42	8	124	14	0	103	33	34	2	360
6	42	8	124	14	0	99	33	31	1	352
7	42	8	122	14	0	99	32	24	1	342
8	42	9	122	14	0	103	32	25	1	348
9	42	9	121	14	0	104	32	21	1	344
10	42	9	119	14	0	100	30	23	2	339
11	43	9	119	14	0	107	27	23	3	345
12	42	9	119	14	0	109	26	31	2	352
13	42	9	119	14	0	102	28	29	2	345
14	42	9	119	15	0	104	27	26	1	343
15	42	9	119	15	0	96	28	23	1	333
16	42	9	119	15	0	97	28	22	1	333
17	41	9	118	15	0	92	28	19	2	324
18	40	9	117	16	0	93	29	21	2	327
19	40	9	117	16	0	99	28	26	1	336
20	39	9	117	16	0	94	27	29	2	333
21	39	8	116	16	0	92	26	22	1	320
22	39	7	115	12	0	87	26	24	2	312
23	39	7	117	12	0	87	28	26	2	318
24	34	7	109	9	0	87	27	20	2	295
25	34	7	110	8	0	94	27	24	2	306
26	35	7	110	8	0	95	26	22	2	305
27	35	7	111	8	0	92	25	22	2	302
28	35	7	109	8	0	91	26	18	3	297
29	35	7	108	8	0	88	26	18	2	292
30	35	7	108	8	0	84	26	20	2	290
31	37	7	107	8	0	90	25	24	2	300
Totals	1229	253	3620	395	0	2967	897	773	55	10189

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE
 Department of Corrections
 Facility Summary Report
 Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: September 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	35	8	112	12	0	98	33	24	3	325
2	35	8	112	12	0	101	34	23	3	328
3	34	8	112	12	0	102	32	19	1	320
4	34	8	114	13	0	106	34	18	1	328
5	34	8	115	13	0	104	36	21	1	332
6	36	8	116	13	0	104	35	18	2	332
7	37	8	116	13	0	100	34	22	2	332
8	37	8	116	13	0	99	34	25	3	335
9	37	8	114	14	0	100	33	26	1	333
10	38	8	114	14	0	99	37	32	1	343
11	39	8	113	14	0	99	37	32	1	343
12	38	8	112	14	0	99	38	37	1	347
13	38	8	114	15	0	101	35	37	1	349
14	38	8	114	15	0	103	35	38	3	354
15	38	8	114	15	0	95	35	39	2	346
16	38	8	115	15	0	94	37	31	1	339
17	38	8	117	15	0	96	36	22	1	333
18	38	8	116	15	0	96	36	28	2	339
19	38	8	116	15	0	98	37	28	2	342
20	38	8	116	15	0	99	36	29	2	343
21	38	8	118	15	0	101	39	28	2	349
22	38	8	118	15	0	100	40	29	3	351
23	38	8	117	15	1	103	39	28	2	351
24	39	8	117	15	0	98	40	30	3	350
25	39	8	116	15	0	97	39	29	3	346
26	39	8	116	15	0	94	36	30	3	341
27	39	8	116	15	0	98	36	27	3	342
28	40	8	118	15	0	99	35	34	3	352
29	41	8	118	15	0	97	36	33	3	351
30	42	9	118	14	0	95	35	29	3	345
31	0	0	0	0	0	0	0	0	0	0
Totals	1131	241	3460	426	1	2975	1079	846	62	10221

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: August 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL		FELONS	MISDEMEANOR	OTHER	
1	33	8	91	11	0	91	30	23	1	288
2	33	8	91	12	0	98	24	28	1	295
3	33	8	92	12	0	98	25	26	2	296
4	33	8	92	12	0	99	25	34	2	305
5	33	8	93	12	0	99	25	30	1	301
6	33	8	95	12	0	93	26	27	1	295
7	33	8	95	12	0	96	27	23	1	295
8	34	8	96	12	0	100	26	21	1	298
9	33	8	97	12	0	100	26	19	1	296
10	33	8	97	12	0	102	27	25	1	305
11	33	8	99	12	0	103	26	29	1	311
12	32	8	100	12	0	98	26	30	1	307
13	32	8	100	12	0	102	26	27	1	308
14	32	8	100	12	0	101	27	29	1	310
15	32	8	100	12	0	100	25	24	1	302
16	32	8	100	11	0	105	25	27	1	309
17	32	8	101	11	0	105	26	26	2	311
18	32	8	101	11	0	100	26	27	1	306
19	32	8	101	11	0	99	27	23	1	302
20	32	8	102	11	0	101	27	26	1	308
21	32	8	102	10	0	102	25	25	1	305
22	32	8	103	10	0	101	25	24	1	304
23	34	8	105	11	0	103	38	23	1	323
24	34	8	109	12	0	109	42	27	1	342
25	34	8	110	12	0	102	38	29	2	335
26	34	8	112	13	0	99	35	27	1	329
27	34	8	112	13	0	97	35	26	1	326
28	34	8	110	12	0	93	34	22	1	314
29	35	8	110	12	0	93	35	24	1	318
30	35	8	112	12	0	98	34	18	3	320
31	35	8	112	12	0	101	33	24	3	328
Totals	1025	248	3140	363	0	3088	896	793	39	9592

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: August 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	33	8	91	11	0	91	30	23	1	288
2	33	8	91	12	0	98	24	28	1	295
3	33	8	92	12	0	98	25	26	2	296
4	33	8	92	12	0	99	25	34	2	305
5	33	8	93	12	0	99	25	30	1	301
6	33	8	95	12	0	93	26	27	1	295
7	33	8	95	12	0	96	27	23	1	295
8	34	8	96	12	0	100	26	21	1	298
9	33	8	97	12	0	100	26	19	1	296
10	33	8	97	12	0	102	27	25	1	305
11	33	8	99	12	0	103	26	29	1	311
12	32	8	100	12	0	98	26	30	1	307
13	32	8	100	12	0	102	26	27	1	308
14	32	8	100	12	0	101	27	29	1	310
15	32	8	100	12	0	100	25	24	1	302
16	32	8	100	11	0	105	25	27	1	309
17	32	8	101	11	0	105	26	26	2	311
18	32	8	101	11	0	100	26	27	1	306
19	32	8	101	11	0	99	27	23	1	302
20	32	8	102	11	0	101	27	26	1	308
21	32	8	102	10	0	102	25	25	1	305
22	32	8	103	10	0	101	25	24	1	304
23	34	8	105	11	0	103	38	23	1	323
24	34	8	109	12	0	109	42	27	1	342
25	34	8	110	12	0	102	38	29	2	335
26	34	8	112	13	0	99	35	27	1	329
27	34	8	112	13	0	97	35	26	1	326
28	34	8	110	12	0	93	34	22	1	314
29	35	8	110	12	0	93	35	24	1	318
30	35	8	112	12	0	98	34	18	3	320
31	35	8	112	12	0	101	33	24	3	328
Totals	1025	248	3140	363	0	3088	896	793	39	9592

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: July 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	33	8	102	14	0	95	28	30	1	311
2	34	8	100	14	0	96	26	27	1	306
3	35	8	101	14	0	96	24	27	1	306
4	35	8	101	14	0	96	24	25	1	304
5	35	8	101	14	0	104	24	26	1	313
6	36	8	101	14	0	109	24	27	1	320
7	36	8	101	14	0	104	23	29	1	316
8	36	8	100	14	0	105	25	35	1	324
9	36	8	102	13	0	107	24	25	2	317
10	36	8	102	13	0	105	23	25	1	313
11	36	9	98	13	0	101	23	21	1	302
12	35	9	97	12	0	102	22	23	4	304
13	35	9	97	12	0	104	22	26	4	309
14	35	9	96	12	0	100	22	25	3	302
15	35	8	93	12	0	98	22	22	3	293
16	35	8	94	12	0	94	22	22	4	291
17	34	8	93	12	0	94	23	27	2	293
18	35	8	93	12	0	99	23	23	2	295
19	36	8	96	12	0	97	47	27	3	326
20	36	8	96	12	0	101	43	30	2	328
21	36	8	96	13	0	100	41	31	2	327
22	35	7	96	13	0	100	37	21	2	311
23	35	7	95	12	0	100	35	19	2	305
24	31	7	89	11	0	101	32	21	1	293
25	32	7	91	12	0	96	31	23	2	294
26	32	7	92	12	0	98	30	32	1	304
27	33	8	93	12	0	100	32	33	1	312
28	33	8	93	12	0	95	32	30	1	304
29	33	8	94	12	0	95	33	29	1	305
30	33	8	92	11	0	94	31	25	1	295
31	33	8	91	11	0	93	30	23	1	290
Totals	1070	247	2986	390	0	3079	878	809	54	9513

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE
 Department of Corrections
 Facility Summary Report
 Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: June 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	34	8	110	20	0	102	37	23	0	334
2	34	8	110	20	0	95	37	25	0	329
3	35	8	111	20	0	94	39	23	0	330
4	33	9	110	20	0	93	38	23	0	326
5	33	9	110	20	0	93	37	24	1	327
6	33	9	112	20	0	90	38	20	0	322
7	33	9	113	20	0	100	38	26	0	339
8	33	10	112	20	0	104	37	29	0	345
9	33	10	113	20	0	101	38	32	0	347
10	33	10	113	20	0	97	36	28	0	337
11	34	10	113	20	0	94	35	22	1	329
12	33	9	113	20	0	94	36	19	1	325
13	34	9	111	20	0	97	36	14	1	322
14	34	9	112	20	0	108	36	17	1	337
15	34	9	111	20	0	105	35	18	1	333
16	35	9	112	20	0	97	34	18	1	326
17	35	9	111	20	0	100	33	18	1	327
18	35	9	111	20	0	101	35	14	1	326
19	35	9	111	20	0	102	35	14	1	327
20	35	9	112	20	0	101	36	18	1	332
21	33	9	109	15	0	106	34	17	1	324
22	33	9	108	15	0	103	34	23	2	327
23	33	9	108	15	0	99	34	24	1	323
24	31	9	105	15	0	100	33	23	2	318
25	31	9	104	15	0	94	33	23	1	310
26	31	8	104	15	0	86	34	22	1	301
27	32	8	103	14	0	90	30	21	1	299
28	33	8	102	14	0	97	29	25	1	309
29	33	8	104	14	0	100	28	29	1	317
30	33	8	104	14	0	95	29	33	1	317
31	0	0	0	0	0	0	0	0	0	0
Totals	1001	266	3282	546	0	2938	1044	665	23	9765

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections
Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: May 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	34	7	110	22	0	86	41	22	0	322
2	34	7	108	22	0	87	44	17	0	319
3	34	7	108	22	0	98	40	19	0	328
4	34	8	108	22	0	97	41	19	0	329
5	34	8	109	23	0	93	42	22	0	331
6	34	8	108	23	0	94	45	17	0	329
7	35	8	109	23	0	96	44	16	0	331
8	34	8	109	23	0	97	42	14	0	327
9	34	8	110	23	0	100	44	11	0	330
10	34	8	110	23	0	108	44	11	0	338
11	34	8	110	23	0	106	44	14	0	339
12	34	8	111	23	0	103	44	17	0	340
13	34	8	111	23	0	104	44	15	0	339
14	34	8	109	23	0	100	40	10	0	324
15	32	8	107	19	0	101	41	12	0	320
16	33	8	108	20	0	96	39	12	0	316
17	33	8	110	20	0	106	37	15	0	329
18	33	8	110	20	0	105	38	12	0	326
19	33	8	110	20	0	101	38	17	0	327
20	33	8	109	20	0	99	39	14	0	322
21	33	8	112	20	0	100	41	17	0	331
22	33	8	111	20	0	99	40	15	0	326
23	33	8	112	20	0	96	38	12	0	319
24	34	8	112	20	0	96	39	13	0	322
25	35	8	112	21	0	99	40	13	0	328
26	35	8	110	21	0	99	39	16	0	328
27	34	8	111	21	0	97	40	18	0	329
28	34	8	111	21	0	95	40	16	1	326
29	34	8	110	20	0	91	42	14	0	319
30	34	8	111	20	0	93	39	18	0	323
31	34	8	109	20	0	102	38	22	0	333
Totals	1047	245	3405	661	0	3044	1267	480	1	10150

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections
Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: April 2013

DATE	CONVICTED FELONS			PAROLE VIOLATIONS		CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL		FELONS	MISDEMEANOR	OTHER	
1	40	6	117	16	0	87	34	17	0	317
2	41	6	117	16	0	86	33	14	0	313
3	41	6	116	16	0	83	33	16	0	311
4	40	6	118	16	0	81	31	13	0	305
5	40	6	119	16	0	89	33	13	0	316
6	40	6	118	16	0	89	32	13	0	314
7	40	7	118	16	0	89	33	12	0	315
8	40	7	118	16	0	88	33	14	0	316
9	40	7	120	16	0	92	32	17	0	324
10	40	7	121	17	0	87	32	16	0	320
11	40	6	120	17	0	81	33	17	0	314
12	39	6	119	17	0	90	33	21	0	325
13	39	6	119	17	0	88	37	19	0	325
14	39	6	118	17	0	83	37	23	0	323
15	39	6	118	18	0	81	37	16	0	315
16	39	6	118	18	0	80	37	17	0	315
17	39	6	118	18	0	80	40	18	0	319
18	35	6	118	18	0	83	40	16	0	316
19	35	6	118	19	0	87	41	13	0	319
20	35	6	118	19	0	87	41	21	0	327
21	35	6	116	20	0	84	42	20	0	323
22	34	6	116	20	0	87	41	15	0	319
23	34	6	117	20	0	86	42	20	0	325
24	34	6	116	21	0	84	40	15	0	316
25	34	6	115	21	0	86	38	20	0	320
26	34	6	112	21	0	94	40	19	0	326
27	34	7	112	22	0	100	42	22	0	339
28	34	7	112	22	0	93	41	20	0	329
29	34	7	110	22	0	95	41	21	0	330
30	34	7	110	22	0	90	40	24	0	327
31	0	0	0	0	0	0	0	0	0	0
Totals	1122	188	3502	550	0	2610	1109	522	0	9603

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept

WORKHOUSE OR PENAL FARM: _____

MONTH: March 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC			TDOC	LOCAL					
1	40	4	123	16	0	98	48	7	2	338
2	40	4	123	17	0	98	48	10	0	340
3	40	4	122	17	0	92	48	6	0	329
4	40	4	122	17	0	91	45	9	0	328
5	40	4	120	17	0	90	43	8	0	322
6	40	4	121	16	0	89	41	7	0	318
7	40	4	122	15	0	87	42	5	1	316
8	40	6	122	15	0	91	38	6	0	318
9	40	6	122	15	0	90	37	9	0	319
10	40	6	122	15	0	87	37	10	0	317
11	41	6	124	15	0	87	37	11	0	321
12	41	6	124	16	0	86	35	18	0	326
13	42	6	126	16	0	84	39	14	0	327
14	42	6	125	16	0	86	37	5	0	317
15	43	7	125	16	0	96	38	6	0	331
16	43	6	125	16	0	100	39	9	0	338
17	44	7	125	16	0	94	40	7	0	333
18	44	7	125	16	0	89	37	6	0	324
19	44	7	126	16	0	90	36	9	0	328
20	45	7	124	16	0	91	38	8	0	329
21	45	7	123	16	0	91	36	8	0	326
22	45	7	125	16	0	101	33	8	0	335
23	45	7	126	16	0	105	33	12	0	344
24	45	7	126	16	0	94	33	12	0	333
25	45	6	122	16	0	93	35	14	0	331
26	45	6	122	16	0	87	36	18	0	330
27	40	6	118	15	0	83	37	20	0	319
28	40	6	118	16	0	81	36	14	0	311
29	40	6	118	16	0	88	36	14	0	318
30	40	6	119	16	0	89	35	19	0	324
31	40	6	120	16	0	82	35	21	0	320
Totals	1299	181	3805	494	0	2810	1188	330	3	10110

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: February 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	40	3	130	16	0	88	51	15	0	343
2	40	3	130	16	0	87	52	11	1	340
3	40	3	130	16	0	82	52	12	1	336
4	38	3	127	14	0	86	54	10	0	332
5	38	3	127	14	0	89	56	13	0	340
6	38	4	126	15	0	89	57	13	0	342
7	38	4	126	15	0	83	58	13	0	337
8	38	5	126	15	0	93	61	14	0	352
9	38	5	125	15	0	95	58	17	0	353
10	38	5	125	15	0	86	58	14	0	341
11	38	4	125	15	0	86	57	11	0	336
12	38	3	121	15	0	88	55	11	0	331
13	39	4	122	15	0	87	52	10	0	329
14	39	4	122	15	0	84	49	11	0	324
15	39	4	123	15	0	92	47	10	0	330
16	39	4	123	16	0	93	48	14	0	337
17	39	4	124	16	0	88	48	14	0	333
18	40	4	124	16	0	89	48	16	0	337
19	40	5	124	16	0	92	48	15	0	340
20	39	5	124	16	0	93	48	7	0	332
21	39	5	123	16	0	89	49	8	0	329
22	39	4	123	16	0	99	48	7	0	336
23	39	4	123	16	0	99	48	6	0	335
24	39	4	123	16	0	95	50	6	0	333
25	40	4	123	16	0	95	50	6	0	334
26	40	4	123	16	0	94	52	7	0	336
27	40	4	123	16	0	93	50	11	1	338
28	40	4	123	16	0	94	48	7	0	332
29	0	0	0	0	0	0	0	0	0	0
30	0	0	0	0	0	0	0	0	0	0
31	0	0	0	0	0	0	0	0	0	0
Totals	1092	112	3488	434	0	2528	1452	309	3	9418

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: January 2013

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	37	3	129	14	0	69	40	24	1	317
2	37	3	128	14	0	72	39	16	1	310
3	37	3	127	14	0	68	41	11	1	302
4	37	3	127	14	0	72	42	11	1	307
5	37	3	127	14	0	72	44	15	1	313
6	37	3	127	14	0	71	44	14	1	311
7	37	3	127	14	0	73	45	13	1	313
8	37	3	128	15	0	74	44	13	1	315
9	37	3	129	15	0	75	46	11	1	317
10	37	3	129	15	0	77	47	10	1	319
11	37	3	128	15	0	84	48	12	0	327
12	37	3	127	15	0	83	51	9	0	325
13	37	3	127	15	0	83	49	14	0	328
14	38	3	127	15	0	82	48	12	0	325
15	38	3	129	15	0	81	52	12	0	330
16	38	3	129	15	0	80	54	14	0	333
17	38	3	130	14	0	80	53	11	0	329
18	39	3	130	14	0	87	52	13	0	338
19	39	3	130	14	0	87	52	18	0	343
20	39	3	130	14	0	85	52	22	0	345
21	39	3	130	14	0	82	51	22	0	341
22	40	3	129	14	0	82	51	20	0	339
23	40	3	126	14	0	82	52	19	0	336
24	39	3	125	14	0	83	51	17	0	332
25	40	3	125	14	0	88	51	17	0	338
26	40	3	125	14	0	88	51	19	0	340
27	40	3	126	14	0	85	51	20	0	339
28	40	3	127	14	0	84	55	15	0	338
29	39	3	127	14	0	83	53	18	0	337
30	39	3	127	15	0	82	53	15	0	334
31	40	3	130	16	0	80	53	13	0	335
Totals	1186	93	3962	446	0	2474	1515	470	10	10156

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: December 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	35	5	133	13	0	91	29	12	0	318
2	35	5	134	13	0	78	28	12	0	305
3	35	5	133	13	0	76	28	10	0	300
4	35	5	133	13	0	76	27	15	0	304
5	35	5	133	14	0	71	27	17	0	302
6	36	5	132	14	0	71	28	18	0	304
7	37	5	131	14	0	77	27	20	1	312
8	38	5	136	13	0	79	46	25	1	343
9	38	5	136	13	0	74	44	22	1	333
10	38	5	135	13	0	76	41	25	1	334
11	38	4	134	13	0	74	40	20	1	324
12	38	4	135	13	0	73	41	22	1	327
13	37	4	136	13	0	71	42	17	1	321
14	37	4	136	13	0	72	44	16	1	323
15	37	4	137	13	0	69	41	17	1	319
16	37	4	137	13	0	65	39	17	1	313
17	37	3	136	13	0	64	40	13	1	307
18	38	3	136	13	0	62	39	14	2	307
19	37	3	135	13	0	64	38	14	2	306
20	37	3	135	13	0	64	38	13	2	305
21	37	3	133	13	0	67	38	12	1	304
22	37	3	131	13	0	69	39	17	1	310
23	37	3	131	13	0	70	39	17	1	311
24	37	3	131	13	0	69	39	15	1	308
25	37	3	131	13	0	67	39	16	1	307
26	37	3	131	13	0	67	40	17	1	309
27	37	3	129	13	0	68	41	13	1	305
28	37	3	130	13	0	70	40	17	1	311
29	37	3	130	13	0	71	40	19	1	314
30	37	3	130	13	0	70	40	16	1	310
31	37	3	129	13	0	69	40	21	1	313
Totals	1142	119	4129	406	0	2204	1162	519	28	9709

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: November 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	34	4	125	10	0	79	44	12	1	309
2	34	4	125	10	0	86	40	11	1	311
3	34	4	125	10	0	83	41	14	1	312
4	34	4	125	10	0	80	41	13	1	308
5	32	4	126	11	0	81	43	13	1	311
6	32	4	126	11	0	78	43	11	1	306
7	32	4	125	11	0	76	40	9	2	299
8	31	4	125	11	0	75	37	12	0	295
9	30	4	125	11	0	82	38	10	0	300
10	30	4	124	11	0	82	39	18	0	308
11	30	4	124	11	0	76	39	17	0	301
12	32	4	125	11	0	76	40	19	0	307
13	32	4	126	13	0	79	41	24	0	319
14	33	4	127	13	0	77	39	20	0	313
15	33	4	127	13	0	75	39	19	0	310
16	34	5	131	13	0	81	37	18	0	319
17	34	5	131	13	0	81	37	18	0	319
18	34	5	131	13	0	79	37	21	0	320
19	34	5	130	13	0	75	37	17	0	311
20	34	5	129	13	0	74	36	17	0	308
21	35	5	133	13	0	71	33	14	0	304
22	35	5	133	13	0	68	33	15	0	302
23	35	5	134	13	0	78	33	16	0	314
24	35	5	134	13	0	77	33	19	0	316
25	35	5	132	13	0	73	33	20	0	311
26	35	4	132	13	0	70	33	20	0	307
27	35	5	133	13	0	66	31	18	0	301
28	35	5	133	13	0	68	30	16	0	300
29	35	5	132	13	0	67	32	13	0	297
30	35	5	132	13	0	88	29	11	0	313
31	0	0	0	0	0	0	0	0	0	0
Totals	1003	134	3860	362	0	2301	1108	475	8	9251

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: October 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	29	3	129	10	0	91	43	21	4	330
2	30	3	128	10	0	88	40	16	4	319
3	30	3	128	11	0	88	40	14	1	315
4	30	3	129	11	0	92	40	16	1	322
5	31	2	130	11	0	101	40	13	1	329
6	31	2	130	11	0	99	41	14	1	329
7	31	2	131	11	0	95	43	15	1	329
8	31	2	131	11	0	92	43	16	1	327
9	31	3	133	11	0	89	40	17	1	325
10	32	3	133	11	0	85	42	14	1	321
11	32	3	133	11	0	85	43	13	1	321
12	32	3	133	11	0	91	42	15	1	328
13	32	3	134	10	0	86	43	22	1	331
14	32	4	135	10	0	84	43	23	1	332
15	32	3	132	10	0	82	44	22	1	326
16	32	3	130	10	0	81	43	18	1	318
17	32	3	129	10	0	83	44	18	1	320
18	32	3	129	10	0	84	45	21	1	325
19	32	3	127	10	0	90	43	22	1	328
20	32	3	127	10	0	89	43	30	1	335
21	32	3	128	10	0	88	44	26	1	332
22	32	3	128	10	0	86	43	26	1	329
23	32	4	127	10	0	82	44	22	1	322
24	32	4	127	10	0	82	43	12	1	311
25	32	4	128	10	0	80	44	12	2	312
26	32	4	128	10	0	90	48	17	1	330
27	32	4	128	10	0	89	47	22	1	333
28	32	4	127	10	0	87	47	23	1	331
29	32	4	124	10	0	85	47	19	1	322
30	33	4	124	10	0	83	48	12	1	315
31	33	4	125	10	0	81	46	15	1	315
Totals	980	99	4005	320	0	2708	1346	566	38	10062

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: September 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	25	7	122	9	0	101	36	26	1	327
2	25	7	122	9	0	95	38	30	1	327
3	25	7	122	9	0	92	40	30	1	326
4	25	6	122	9	0	88	45	24	1	320
5	25	6	122	9	0	86	46	17	0	311
6	25	5	124	9	0	85	41	18	0	307
7	27	5	125	9	0	93	41	18	0	318
8	27	5	126	9	0	92	41	17	0	317
9	27	5	126	9	0	86	43	15	1	312
10	27	4	127	9	0	84	44	15	1	311
11	27	4	127	9	0	84	42	10	1	304
12	27	3	125	9	0	81	42	13	0	300
13	27	3	126	9	0	82	42	12	0	301
14	27	3	126	9	0	93	40	14	0	312
15	27	3	126	9	0	95	40	21	0	321
16	27	3	125	9	0	90	41	24	0	319
17	27	3	123	9	0	86	40	21	0	309
18	27	3	123	10	0	83	41	19	0	306
19	27	3	123	9	0	84	44	17	1	308
20	27	3	124	9	0	83	46	11	0	303
21	27	3	125	9	0	87	46	15	0	312
22	27	3	126	9	0	87	46	17	0	315
23	27	3	126	9	0	88	45	22	0	320
24	27	3	126	9	0	89	43	18	0	315
25	28	3	127	9	0	87	45	15	0	314
26	28	3	128	9	0	88	45	17	0	318
27	28	3	127	9	0	85	43	23	0	318
28	29	3	128	9	0	93	46	19	4	331
29	29	3	128	9	0	96	45	23	4	337
30	29	3	128	10	0	93	45	23	4	335
31	0	0	0	0	0	0	0	0	0	0
Totals	807	118	3755	272	0	2656	1282	564	20	9474

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: August 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	29	10	119	9	0	111	34	17	2	331
2	29	10	118	9	0	110	34	17	2	329
3	29	10	118	9	0	115	34	16	2	333
4	30	10	118	9	0	114	32	23	2	338
5	30	10	118	9	0	108	32	21	2	330
6	30	10	116	9	0	110	32	15	2	324
7	30	10	116	9	0	113	32	18	2	330
8	30	9	115	9	0	111	31	20	3	328
9	30	9	114	9	0	108	29	20	4	323
10	30	9	114	9	0	108	28	19	1	318
11	30	9	115	9	0	109	30	22	1	325
12	30	8	114	9	0	104	30	23	1	319
13	30	8	114	10	0	103	30	26	1	322
14	26	9	114	9	0	103	31	25	1	318
15	26	8	116	10	0	96	32	20	1	309
16	26	7	117	10	0	94	35	14	1	304
17	26	7	118	10	0	98	35	18	1	313
18	26	7	118	10	0	100	34	21	1	317
19	26	7	118	10	0	94	35	21	1	312
20	26	7	118	9	0	90	35	16	1	302
21	26	7	118	9	0	91	35	16	1	303
22	26	7	118	10	0	89	32	14	1	297
23	26	7	119	11	0	90	31	11	2	297
24	26	7	119	11	0	91	31	12	1	298
25	26	7	119	11	0	92	32	20	1	308
26	26	7	120	11	0	90	32	20	1	307
27	26	7	119	10	0	89	33	19	1	304
28	26	7	119	9	0	88	31	16	1	297
29	25	7	120	9	0	87	31	17	1	297
30	25	7	122	9	0	87	34	23	1	308
31	25	7	121	9	0	97	35	19	1	314
Totals	852	251	3642	295	0	3090	1002	579	44	9755

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: July 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL		FELONS	MISDEMEANOR	OTHER	
1	24	7	97	8	0	111	38	15	2	302
2	24	5	94	9	0	110	37	14	2	295
3	25	5	96	9	0	113	35	11	2	296
4	25	5	97	9	0	112	35	12	2	297
5	25	4	95	9	0	112	30	10	3	288
6	25	5	98	9	0	120	29	12	2	300
7	25	5	98	9	0	116	30	15	2	300
8	25	6	97	9	0	114	30	22	2	305
9	24	6	98	9	0	113	31	19	5	305
10	24	7	98	9	0	112	32	23	4	309
11	24	7	99	9	0	113	34	17	2	305
12	24	8	99	9	0	113	35	15	3	306
13	24	8	102	9	0	117	33	16	2	311
14	25	8	104	9	0	116	33	20	2	317
15	25	9	103	9	0	119	35	21	2	323
16	26	10	106	9	0	119	36	26	2	334
17	26	10	107	9	0	122	35	19	1	329
18	25	10	108	9	0	128	35	16	1	332
19	25	10	108	9	0	126	34	11	1	324
20	27	11	113	9	0	126	35	15	1	337
21	29	11	113	9	0	125	49	21	1	358
22	28	11	114	9	0	117	48	25	1	353
23	28	11	115	9	1	116	45	20	1	346
24	28	11	116	9	1	116	43	18	1	343
25	28	11	116	9	1	117	41	14	1	338
26	29	11	115	9	0	116	40	13	1	334
27	29	11	116	9	0	122	42	15	1	345
28	28	11	117	9	0	120	40	19	1	345
29	28	11	117	9	0	118	39	22	1	345
30	29	11	118	9	0	121	37	15	1	341
31	29	11	118	9	0	117	35	15	2	336
Totals	810	267	3292	278	3	3637	1131	526	55	9999

NOTE: Information contained on this report will be used in determining your county's daily inmate cost. Total days must be reported accurately. If you make a mistake and discover your mistake after the report has been submitted to the State of Tennessee, please send a corrected report marked "REVISED". Each report should be mailed with your monthly Jail Bill to the Judicial Cost Accountant, Tennessee Department of Corrections, Third Floor Rachel Jackson Building, 320 Sixth Avenue North, Nashville, TN 37243-0465.

Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: June 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL		FELONS	MISDEMEANOR	OTHER	
1	36	6	101	24	0	114	27	16	3	327
2	36	6	101	24	0	114	30	17	3	331
3	36	6	100	24	0	113	30	18	3	330
4	36	6	99	24	0	117	31	20	3	336
5	36	6	99	24	0	119	33	16	3	336
6	36	6	99	24	0	120	32	13	3	333
7	36	6	99	24	0	118	31	12	3	329
8	36	6	94	23	0	124	34	12	3	332
9	37	6	95	23	0	125	34	15	3	338
10	37	6	95	23	0	115	34	18	3	331
11	37	6	95	23	0	120	31	15	2	329
12	37	6	94	23	0	118	32	17	4	331
13	37	6	94	23	0	115	32	14	2	323
14	37	6	92	23	0	115	36	10	2	321
15	37	6	92	23	0	117	36	11	2	324
16	37	6	92	23	0	118	34	13	2	325
17	37	6	92	23	0	114	34	18	2	326
18	37	8	91	20	0	114	37	17	2	326
19	33	8	96	16	0	114	37	21	1	326
20	32	8	96	14	0	110	34	20	1	315
21	29	8	99	11	0	111	36	21	1	316
22	29	8	97	10	0	117	34	17	1	313
23	29	8	97	10	0	118	35	18	1	316
24	29	8	97	10	0	114	34	24	1	317
25	24	8	96	10	0	114	33	19	1	305
26	24	7	96	9	0	114	35	19	1	305
27	24	7	92	8	0	110	38	16	1	296
28	24	7	94	8	1	111	34	12	1	292
29	24	7	95	8	0	118	36	12	2	302
30	24	7	96	8	0	117	37	16	3	308
31	0	0	0	0	0	0	0	0	0	0
Totals	983	201	2875	540	1	3478	1011	487	63	9639

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: May 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	39	6	103	21	0	88	25	21	3	306
2	39	6	103	21	0	88	28	15	3	303
3	38	6	103	21	0	92	30	14	4	308
4	38	6	104	21	0	94	30	12	3	308
5	38	6	104	21	0	92	32	17	3	313
6	38	6	103	21	0	91	32	15	3	309
7	37	6	103	21	0	93	31	11	3	305
8	36	6	105	21	0	92	31	13	3	307
9	36	6	104	21	0	90	29	12	3	301
10	36	7	104	21	0	88	29	8	3	296
11	36	7	103	21	0	90	29	10	3	299
12	37	7	102	21	0	89	29	15	3	303
13	37	7	101	21	1	88	30	16	3	304
14	37	7	101	21	0	89	30	16	3	304
15	37	7	101	21	0	89	31	17	4	307
16	37	6	101	21	0	89	30	14	3	301
17	37	6	101	21	0	87	30	14	3	299
18	37	6	101	22	0	85	29	14	3	297
19	37	6	101	23	0	85	30	15	3	300
20	38	6	101	23	0	87	30	20	3	308
21	38	7	102	23	0	89	30	21	3	313
22	38	7	102	23	0	88	31	20	3	312
23	38	7	101	24	0	85	33	14	3	305
24	38	7	102	24	0	87	34	10	3	305
25	36	7	102	24	0	96	35	12	3	315
26	36	7	102	24	0	95	35	13	4	316
27	36	7	102	24	0	93	35	13	4	314
28	36	7	102	24	0	95	33	16	3	316
29	36	7	102	24	0	95	31	18	3	316
30	36	7	100	24	0	99	29	16	3	314
31	36	6	100	24	0	105	29	16	4	320
Totals	1149	202	3166	687	1	2813	950	458	98	9524

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: April 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	45	5	104	19	0	102	38	16	1	330
2	45	5	105	19	0	100	37	14	1	326
3	45	5	104	19	0	94	34	11	2	314
4	45	5	105	19	0	91	32	7	2	306
5	44	5	105	20	0	92	29	5	2	302
6	44	6	105	20	1	100	28	6	2	312
7	44	6	105	20	1	100	28	11	2	317
8	44	5	105	20	0	97	30	13	2	316
9	43	5	105	20	0	98	31	8	3	313
10	42	5	104	20	0	94	28	13	3	309
11	42	5	106	19	0	97	27	11	3	310
12	42	5	107	19	0	96	28	10	3	310
13	42	5	107	19	0	107	29	15	3	327
14	42	5	107	19	0	105	30	14	3	325
15	42	7	107	19	0	101	29	13	3	321
16	41	7	107	19	0	102	30	17	3	326
17	41	6	107	19	0	103	29	18	3	326
18	41	6	106	19	0	103	28	15	3	321
19	41	6	106	19	0	99	27	14	3	315
20	42	7	106	19	0	105	26	14	4	323
21	41	7	107	19	0	103	28	15	4	324
22	41	6	108	19	0	100	28	20	4	326
23	41	6	108	20	0	105	28	20	4	332
24	39	6	106	20	0	103	26	23	3	326
25	40	6	106	20	0	101	29	20	3	325
26	39	6	104	20	0	96	30	15	3	313
27	39	6	102	20	0	101	25	20	3	316
28	39	6	102	21	0	101	25	19	3	316
29	39	6	101	21	0	97	25	21	3	313
30	39	6	101	21	0	93	25	22	3	310
31	0	0	0	0	0	0	0	0	0	0
Totals	1254	172	3158	587	2	2986	867	440	84	9550

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: March 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	47	3	100	24	0	99	27	20	1	321
2	46	3	98	24	0	101	27	20	1	320
3	46	3	99	24	0	102	27	22	1	324
4	46	4	100	25	0	98	30	20	1	324
5	46	4	103	25	0	95	29	23	1	326
6	47	3	103	25	0	97	29	28	0	332
7	47	3	103	25	0	95	27	19	0	319
8	43	2	103	20	0	99	26	14	0	307
9	43	2	104	20	1	105	28	13	0	316
10	43	2	104	20	1	103	29	16	0	318
11	43	2	104	21	1	98	30	23	0	322
12	43	2	102	21	1	98	30	20	0	317
13	43	2	104	21	1	98	32	20	0	321
14	44	2	105	21	0	96	34	23	0	325
15	44	2	105	21	0	93	38	22	0	325
16	44	2	105	21	0	102	38	27	0	339
17	44	2	105	21	0	104	40	28	0	344
18	44	2	104	21	0	101	42	30	0	344
19	44	3	104	21	0	100	41	26	0	339
20	44	3	103	21	0	106	42	23	0	342
21	43	3	103	21	0	104	38	17	0	329
22	43	3	106	21	0	106	37	15	0	331
23	43	5	105	21	0	111	38	19	0	342
24	43	5	105	21	0	112	39	21	0	346
25	43	5	105	21	0	105	39	25	1	344
26	43	5	105	22	0	105	34	19	0	333
27	43	5	104	22	0	103	36	13	0	326
28	43	5	104	22	0	105	36	9	0	324
29	43	5	105	20	0	101	36	11	0	321
30	44	5	105	20	0	107	35	14	1	331
31	45	5	105	19	0	108	39	15	1	337
Totals	1367	102	3210	672	5	3157	1053	615	8	10189

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: February 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	46	6	104	22	0	107	28	13	1	327
2	46	5	104	22	0	106	26	10	1	320
3	45	6	102	21	0	115	30	17	1	337
4	45	6	102	21	0	118	29	15	1	337
5	45	5	103	21	0	109	29	16	1	329
6	45	5	101	21	0	111	27	14	1	325
7	46	5	100	21	0	108	26	10	1	317
8	46	5	100	21	0	107	26	8	1	314
9	46	5	100	21	0	106	24	12	1	315
10	46	5	100	21	0	118	24	10	1	325
11	46	5	101	21	0	114	24	10	1	322
12	46	5	102	21	0	110	24	16	1	325
13	46	5	102	21	0	109	25	13	1	322
14	46	4	100	21	0	110	27	12	2	322
15	46	3	99	21	0	109	29	12	1	320
16	47	3	101	21	0	109	27	14	1	323
17	47	3	100	22	0	111	30	25	1	339
18	47	3	100	22	0	110	27	14	1	324
19	47	3	101	22	0	108	27	16	1	325
20	47	3	102	22	0	107	30	20	1	332
21	47	3	101	22	0	106	30	13	1	323
22	47	3	101	22	0	105	29	11	1	319
23	47	3	101	23	0	106	29	13	1	323
24	47	3	99	23	0	113	28	15	1	329
25	47	3	99	23	0	114	28	18	1	333
26	47	3	100	23	0	108	28	17	1	327
27	47	3	102	24	0	105	28	17	1	327
28	47	3	101	23	0	100	29	17	1	321
29	47	3	101	24	0	100	28	16	1	320
30	0	0	0	0	0	0	0	0	0	0
31	0	0	0	0	0	0	0	0	0	0
Totals	1344	117	2929	633	0	3159	796	414	30	9422

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____

STATE OF TENNESSEE

Department of Corrections

Facility Summary Report

Hamblen County

JAIL: Hamblen County Sheriff's Dept WORKHOUSE OR PENAL FARM: _____ MONTH: January 2012

DATE	CONVICTED FELONS					CONVICTED MISDEMEANANTS	PRETRIAL			TOTAL DAILY FACILITY POPULATION
	LOCAL			PAROLE VIOLATIONS			FELONS	MISDEMEANOR	OTHER	
	TDOC	LESS THAN 1 YEAR	1 YEAR OR OVER	TDOC	LOCAL					
1	52	8	101	21	0	100	27	25	0	334
2	52	8	101	21	0	99	27	20	1	329
3	51	8	101	21	0	98	26	19	0	324
4	51	8	98	21	0	100	24	15	0	317
5	51	8	99	21	0	103	22	16	0	320
6	51	10	98	21	0	107	22	17	0	326
7	51	10	99	21	0	108	22	21	0	332
8	51	10	100	21	0	107	22	21	0	332
9	51	10	99	21	0	108	23	24	0	336
10	51	10	99	21	0	109	22	22	0	334
11	50	10	100	21	0	107	23	21	0	332
12	50	9	97	21	0	104	26	13	0	320
13	50	9	97	21	0	107	27	12	1	324
14	50	9	97	21	0	106	27	18	0	328
15	50	9	97	22	0	110	25	20	1	334
16	50	10	97	23	0	111	25	22	0	338
17	50	11	96	23	0	111	25	19	0	335
18	50	10	99	24	0	110	29	14	1	337
19	50	10	99	24	0	116	28	8	1	336
20	49	10	99	23	0	121	27	10	1	340
21	49	10	100	23	0	119	27	12	2	342
22	49	9	100	23	0	115	28	12	2	338
23	49	9	100	23	0	113	30	14	2	340
24	49	8	100	23	0	114	29	16	2	341
25	49	8	101	23	0	108	28	16	2	335
26	49	8	101	23	0	108	30	12	1	332
27	49	8	101	22	0	115	29	16	1	341
28	49	8	101	22	0	117	29	21	3	350
29	49	8	104	22	0	113	28	23	3	350
30	48	6	104	22	0	107	31	18	1	337
31	47	6	105	22	0	108	30	16	1	335
Totals	1547	275	3090	681	0	3379	818	533	26	10349

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Prepared By _____

Sheriff, Warden, or Superintendent _____

Phone _____

Date _____



CONTRACT

(fee-for-service contract with a federal or Tennessee local or quasi-governmental entity)

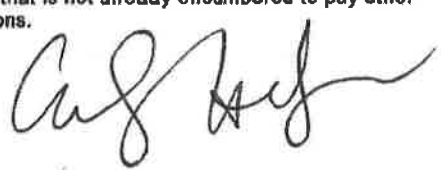
Begin Date July 1, 2012	End Date June 30, 2017	Agency Tracking # 32904-20216	Edison Record ID 3 2 2 2 9
Contractor Legal Entity Name Hamblen County, Tennessee			Edison Vendor ID

Subrecipient or Vendor <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Vendor	CFDA #
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Service Caption (one line only)
Housing convicted State felons

FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2013	1,502,400.00				1,502,400.00
2014	1,577,500.00				1,577,500.00
2015	1,656,400.00				1,656,400.00
2016	1,739,200.00				1,739,200.00
2017	1,826,200.00				1,826,200.00
TOTAL:	8,301,700.00				8,301,700.00

American Recovery and Reinvestment Act (ARRA) Funding: YES NO

<p>Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.</p> 	<p>OCR USE - GU</p>
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Speed Chart (optional)	Account Code (optional)
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* Executed *

**CONTRACT
BETWEEN THE STATE OF TENNESSEE,
DEPARTMENT OF CORRECTION
AND
HAMBLLEN COUNTY, TENNESSEE**

This Contract, by and between the State of Tennessee, Department of Correction, hereinafter referred to as the 'State' and Hamblen County, Tennessee, hereinafter referred to as the "Contractor," is for the provision of housing convicted State felons, as further defined in the "SCOPE OF SERVICES."

Contractor Edison Registration ID # 62-60000631

A. SCOPE OF SERVICES:

- A.1. The Contractor shall provide all service and deliverables as required, described, and detailed herein and shall meet all service and delivery timelines as specified by this Contract.
- A.2. The parties acknowledge and agree that this contract is executed pursuant to *Tennessee Code Annotated, §4-3-603*, which states, in part, "... when it appears to the commissioner, in the commissioner's sole discretion, that the available facilities and institutions of the department which are designed for the custody of prisoners are overcrowded, the commissioner shall endeavor to alleviate such overcrowded conditions by contracting with local governmental entities, when possible, for the care, custody, and control in local jails, workhouses, penal farms or other such facilities, of prisoners who have been committed to the department, or by any other means permitted by law."
- A.3. The Contractor agrees to provide proper safekeeping, care, custody, control, and housing for the following categories of convicted male and female felons sentenced to the State (hereinafter referred to as felons).
- A.4. In the event any felon becomes a disciplinary problem or security risk sufficient to require closer security and/or custody than can be provided by the Contractor, the Contractor may request transfer of such felon to the State. Such request shall be in writing and directed to the Director of Classification for TDOC. The Contractor shall be responsible for transporting such felon to the required State facility.
- A.5. Felons housed by the Contractor under this Contract shall be housed at the Contractor Jail located in **HAMBLLEN** County, **MORRISTOWN**, Tennessee, hereafter referred to as the Facility.
- A.6. The Contractor agrees to promptly transfer any felon sentenced to the State who is being housed in the Contractor's Facility awaiting transfer to the State when requested to do so by the Commissioner or the Commissioner's designee; provided such request is made in writing and states the date the State will accept transfer of the felon. No compensation shall be paid to the Contractor for any felon the Contractor fails to transfer in violation of this section.
- A.7.a. The Contractor agrees to reserve 16 beds at the Facility for housing felons, sentenced to the Tennessee Department of Correction, pursuant to this Contract. If the number of felons should exceed this number, and the Contractor requests removal, the State shall remove within 60 days of such notice being given to the State's Director of Classification or his designee.
 - b. Provided, however, in the event the Commissioner, in the Commissioner's sole discretion, determines that the Department does not need the number of contract beds to supplement the available facilities and institutions of the department designed for the custody of prisoners, the department may reduce the number of felons below the minimum by notifying the Contractor in writing at least ninety (90) days in advance.
 - c. The Contractor shall be compensated monthly for the actual number of inmates housed.

- d. The Contractor will not be reimbursed for a day during which the Felon is transferred from the Facility, is permanently released from the Facility, is not housed for a minimum of four (4) hours during a twenty-four (24) hour period, or is housed in the Contractor's facility in violation of A.6.
 - e. The Contractor shall be responsible for the cost of providing routine medical, mental health, and dental services at a cost not to exceed one thousand dollars (\$1,000.00) per felon per fiscal year, for felons housed at the Facility.
 - f. Pursuant to *Tennessee Code Annotated* §41-4-115(b), the state shall be liable for expenses incurred from emergency hospitalization and medical treatment, provided the felon is admitted to the hospital.
 - g. The State shall be responsible for providing, or paying for the provision of medical, dental, and mental health treatment services, other than those provided pursuant to item 7.e. Provided, however, notwithstanding any provision contained herein to the contrary, any medical expense for any felon resulting from the negligence or willful wrongdoing of the Contractor, its officer, agents, or employees, shall be fully paid for by the Contractor.
 - h. The Contractor shall immediately, in writing, notify as appropriate, the Director of Health Services, the Director of Mental Health or their designee if medical, mental health, or dental treatment services beyond the scope of 7.e. are needed by a felon. The State shall, with the exception of emergency services, reserve the right to determine the site at which services will be provided. Transportation of the felon shall be the responsibility of the Contractor.
- A.8. The Contractor agrees that the Facility will achieve and retain certification from the Tennessee Corrections Institute. If the Facility is not certified on the effective date of this Contract, the Contractor agrees to make such changes or adopt such measures as are necessary to achieve certification within one (1) year. If the Facility loses certification at any time during the term of this Contract, the Contractor agrees to notify the State and to take such measures as are necessary to achieve certification within six (6) months of such loss of certification. Failure to obtain certification may result in the termination of this contract.
- A.9. The Contractor shall provide for the collection and entry of felony offender data into the Tennessee Offender Management Information System (TOMIS) in accordance with the requirements of the State. Such entry shall provide information for generation by the State of monthly service statistics which will serve as the Contractor's invoice (jail bill) for housing services rendered in that month. Information on other services rendered shall be submitted within forty-five (45) days after the month of service.

B. CONTRACT PERIOD:

This Contract shall be effective for the period beginning July 1, 2012, and ending on June 30, 2017. The Contractor hereby acknowledges and affirms that the State shall have no obligation for services rendered by the Contractor which were not performed within this specified contract period.

C. PAYMENT TERMS AND CONDITIONS:

- C.1. Maximum Liability. In no event shall the maximum liability of the State under this Contract exceed eight million three hundred one thousand seven hundred dollars (\$8,301,700.00). The payment rates in section C.3 shall constitute the entire compensation due the Contractor for all service and Contractor obligations hereunder regardless of the difficulty, materials or equipment required. The payment rates include, but are not limited to, all applicable taxes, fees, overheads, and all other direct and indirect costs incurred or to be incurred by the Contractor.

The Contractor is not entitled to be paid the maximum liability for any period under the Contract or any extensions of the Contract for work not requested by the State. The maximum liability represents available funds for payment to the Contractor and does not guarantee payment of any

such funds to the Contractor under this Contract unless the State requests work and the Contractor performs said work. In which case, the Contractor shall be paid in accordance with the payment rates detailed in section C.3. The State is under no obligation to request work from the Contractor in any specific dollar amounts or to request any work at all from the Contractor during any period of this Contract.

C.2. Compensation Firm. The payment rates and the maximum liability of the State under this Contract are firm for the duration of the Contract and are not subject to escalation for any reason unless amended.

C.3. Payment Methodology. The Contractor shall be compensated based on the payment rates herein for units of service authorized by the State in a total amount not to exceed the Contract Maximum Liability established in section C.1.

- a. The Contractor's compensation shall be contingent upon the satisfactory completion of units, milestones, or increments of service defined in section A.
- b. The Contractor shall be compensated for said units, milestones, or increments of service based upon the following payment rates:

Service Description	Amount (per compensable increment)
Per Felon Per Day	\$ 32.46

C.4. Travel Compensation. The Contractor shall not be compensated or reimbursed for travel, meals, or lodging.

C.5. Invoice Requirements. The Contractor shall invoice the State only for completed increments of service and for the amount stipulated in section C.3, above, and present said invoices no more often than monthly, with all necessary supporting documentation, to:

Department of Correction
 Rachel Jackson Building, 3rd Floor
 320 Sixth Avenue North
 Nashville, Tn. 37243-0465

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
 - (1) Invoice Number (assigned by the Contractor)
 - (2) Invoice Date
 - (3) Contract Number (assigned by the State)
 - (4) Customer Account Name: Tennessee Department of Correction - Fiscal
 - (5) Customer Account Number (assigned by the Contractor to the above-referenced Customer)
 - (6) Contractor Name
 - (7) Contractor Tennessee Edison Registration ID Number Referenced in Preamble of this Contract
 - (8) Contractor Contact for Invoice Questions (name, phone, and/or fax)
 - (9) Contractor Remittance Address
 - (10) Description of Delivered Service
 - (11) Complete Itemization of Charges, which shall detail the following:
 - i. Service or Milestone Description (including name & title as applicable) of each service invoiced
 - ii. Number of Completed Units, Increments, Hours, or Days as applicable, of each service invoiced

- iii. Applicable Payment Rate (as stipulated in Section C.3.) of each service invoiced
- iv. Amount Due by Service
- v. Total Amount Due for the invoice period

b. The Contractor understands and agrees that an invoice under this Contract shall:

- (1) include only charges for service described in Contract Section A and in accordance with payment terms and conditions set forth in Contract Section C;
- (2) only be submitted for completed service and shall not include any charge for future work;
- (3) not include sales tax or shipping charges; and
- (4) initiate the timeframe for payment (and any discounts) only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.

- C.6. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any payment, invoice, or matter in relation thereto. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount invoiced.
- C.7. Invoice Reductions. The Contractor's invoice shall be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by the State, on the basis of audits conducted in accordance with the terms of this Contract, not to constitute proper remuneration for compensable services.
- C.8. Deductions. The State reserves the right to deduct from amounts, which are or shall become due and payable to the Contractor under this or any contract between the Contractor and the State of Tennessee any amounts, which are or shall become due and payable to the State of Tennessee by the Contractor.
- C.9. Prerequisite Documentation. The Contractor shall not invoice the State under this Contract until the State has received the following documentation properly completed.
- a. The Contractor shall complete, sign, and present to the State an "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Contractor acknowledges and agrees that, once said form is received by the State, all payments to the Contractor, under this or any other contract the Contractor has with the State of Tennessee shall be made by Automated Clearing House (ACH).
 - b. The Contractor shall complete, sign, and present to the State a "Substitute W-9 Form" provided by the State. The taxpayer identification number detailed by said form must agree with the Contractor's Federal Employer Identification Number or Tennessee Edison Registration ID referenced in this Contract.

D. STANDARD TERMS AND CONDITIONS:

- D.1. Required Approvals. The State is not bound by this Contract until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Contract may be modified only by a written amendment signed by all parties hereto and approved by both the officials who approved the base contract and, depending upon the specifics of the contract as amended, any additional officials required by Tennessee laws and regulations (said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

- D.3. Termination for Convenience. The State may terminate this Contract without cause for any reason. Said termination shall not be deemed a breach of contract by the State. The State shall give the Contractor at least thirty (30) days written notice before the effective termination date. The Contractor shall be entitled to compensation for satisfactory, authorized service completed as of the termination date, but in no event shall the State be liable to the Contractor for compensation for any service which has not been rendered. Upon such termination, the Contractor shall have no right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.4. Termination for Cause. If the Contractor fails to properly perform its obligations under this Contract in a timely or proper manner, or if the Contractor violates any terms of this Contract, the State shall have the right to immediately terminate the Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the above, the Contractor shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Contract by the Contractor.
- D.5. Subcontracting. The Contractor shall not assign this Contract or enter into a subcontract for any of the services performed under this Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Contract below pertaining to "Conflicts of Interest," "Nondiscrimination," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work performed.
- D.6. Conflicts of Interest. The Contractor warrants that no part of the total Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Contractor in connection with any work contemplated or performed relative to this Contract.
- D.7. Nondiscrimination. The Contractor hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the Contractor on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Contractor shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.8. Records. The Contractor shall maintain documentation for all charges under this Contract. The books, records, and documents of the Contractor, insofar as they relate to work performed or money received under this Contract, shall be maintained for a period of three (3) full years from the date of the final payment and shall be subject to audit at any reasonable time and upon reasonable notice by the State, the Comptroller of the Treasury, or their duly appointed representatives. The financial statements shall be prepared in accordance with generally accepted accounting principles.
- D.9. Prevailing Wage Rates. All contracts for construction, erection, or demolition or to install goods or materials that involve the expenditure of any funds derived from the State require compliance with the prevailing wage laws as provided in *Tennessee Code Annotated, Section 12-4-401 et seq.*
- D.10. Monitoring. The Contractor's activities conducted and records maintained pursuant to this Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.11. Progress Reports. The Contractor shall submit brief, periodic, progress reports to the State as requested.

- D.12. Strict Performance. Failure by any party to this Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Contract shall not be construed as a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties hereto.
- D.13. Independent Contractor. The parties hereto, in the performance of this Contract, shall not act as employees, partners, joint venturers, or associates of one another. It is expressly acknowledged by the parties hereto that such parties are independent contracting entities and that nothing in this Contract shall be construed to create an employer/employee relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.

The Contractor, being a Tennessee governmental entity, is governed by the provisions of the Tennessee Government Tort Liability Act, *Tennessee Code Annotated*, Sections 29-20-101 et seq., for causes of action sounding in tort. Further, no contract provision requiring a Tennessee political entity to indemnify or hold harmless the State beyond the liability imposed by law is enforceable because it appropriates public money and nullifies governmental immunity without the authorization of the General Assembly.

- D.14. State Liability. The State shall have no liability except as specifically provided in this Contract.
- D.15. Force Majeure. The obligations of the parties to this Contract are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, natural disasters, riots, wars, epidemics, or any other similar cause.
- D.16. State and Federal Compliance. The Contractor shall comply with all applicable State and Federal laws and regulations in the performance of this Contract.
- D.17. Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Tennessee. The Contractor agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Contract. The Contractor acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising therefrom, shall be subject to and limited to those rights and remedies, if any, available under *Tennessee Code Annotated*, Sections 9-8-101 through 9-8-407.
- D.18. Completeness. This Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.
- D.19. Severability. If any terms and conditions of this Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Contract are declared severable.
- D.20. Headings. Section headings of this Contract are for reference purposes only and shall not be construed as part of this Contract.

E. SPECIAL TERMS AND CONDITIONS:

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Contract, these special terms and conditions shall control.
- E.2. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Contract shall be in writing and shall be made

by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

The State:

Judith A. Lambert
Judicial Cost Accountant
Department of Correction
3rd Floor, Rachel Jackson Building
Nashville, TN 37243-0465
Judy.Lambert@tn.gov
Telephone # (615) 253-8108
FAX # (615) 741-4605

The Contractor:

Bill Brittain, County Mayor
Hamblen County
511 West 2nd North Street
Morristown, TN 37814
bbrittain@co.hamblen.tn.us
Telephone # 423.586.1931
FAX # 423.585.4699

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- E.3. Subject to Funds Availability. The Contract is subject to the appropriation and availability of State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate the Contract upon written notice to the Contractor. Said termination shall not be deemed a breach of Contract by the State. Upon receipt of the written notice, the Contractor shall cease all work associated with the Contract. Should such an event occur, the Contractor shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Contractor shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

IN WITNESS WHEREOF,

HAMBLÉN COUNTY:



BILL BRITTAIN, COUNTY MAYOR

6-22-12

DATE



PRINTED NAME AND TITLE OF CONTRACTOR SIGNATORY (above)

DEPARTMENT OF CORRECTION:

Derrick D. Schofield
DERRICK D. SCHOFIELD, COMMISSIONER

6/25/12
DATE