

## CLASSIFICATION COURSE 24-HOURS

### **I. HISTORY OF CLASSIFICATION POLICY & STATE LAW**

- A. Title 15 – CCR for Jail Facilities
- B. Detentions & Corrections Policy
- C. Classification Plan
- D. Classification Deputy Responsibilities
- E. Photographing Tattoos
- F. Classification Reviews
- G. PIM & RH Segregation
- H. Strip Searches
- I. Case Law Examples
- J. Safety & Security Issues

### **II. POPULATION MANAGEMENT/HAAS**

- A. HAAS Agreement
- B. Type II Jail Populations (SBSD)
- C. AB109
- D. Current Population Challenges
- E. Population Management
  - a. On a daily basis
- F. Sentenced Early Releases
  - a. Disqualifying Criteria
  - b. Current Charges/Past Convictions
- G. Pre-Trial Release
- H. Pre-Sentenced Inmates
  - a. 8<sup>th</sup> Amendment Feds
  - b. State
  - c. County
  - d. Sheriff
- I. Population Management Concerns
- J. Centralized Classification Unit
- K. Classification System Requirements
- L. Title 15, Article 5, Section 1050
- M. JIMSnet Programming

### **III. INTERVIEW & INTERROGATION**

- A. Definition of Interview
- B. Definition of Interrogation
- C. Miranda vs. Beheler
- D. Sequence of Interview & Interrogation
- E. Documentation
- F. Truth Telling Styles

- G. Rapport Building
- H. Interview Mechanics
- I. Probing
- J. Types of Questions
- K. Interview's
  - a. Demeanor
  - b. Voice
  - c. Posture
  - d. Attitude
- L. Identifying Gestures
- M. Behavior Analysis
- N. Bait Questions
- O. The 6 Stages of Interrogation
  - a. Accusation
  - b. Defensive Tactics
  - c. Themes
  - d. Transition
  - e. Alternative
  - f. Admissions/Confessions
- P. Admissions/Confessions

#### **IV. ADA ACCOMMODATIONS**

- A. What is the Americans with Disabilities Act?
- B. Title II of the ADA
- C. Federal and California Protected Classes
- D. "Disability" Defined
- E. Armstrong Inmates
- F. Intake Process
- G. Deputy Booking Responsibilities
- H. Inmates with Disability Booking Checklist
  - a. ASU Form #101812
- I. Inmates with Disabilities Classification
- J. Reasonable Accommodation
- K. Documentation
- L. Accessible Housing
- M. Exigent Circumstance Cells
- N. ADA Grievances
- O. Discipline
- P. Respectful Treatment
- Q. Service Animals
- R. Interpreters
- S. Mobility Devices
  - a. Only Health Services assigns or denies
- T. Court Transportation
- U. Violations of the ADA may result in civil litigation

- V. Threatening Behavior
- W. Responsibilities & Resources
- X. JIMS Medical Alerts and Medical Status
- Y. Healthcare Services Responsibility
- Z. Medical Recommendations (Chrono)

**V. LEGAL ISSUES CONCERNING INFORMANTS & INTELLIGENCE GATHERING**

- A. Types of Informants
- B. Protecting Informants in Report Writing & Court Testimony
- C. Proper Processing of Intelligence Gathering

**VI. COMPUTER INFORMATION SYSTEM**

- A. JIMS Classification Module
- B. Tiburon/CLETS
- C. CAL GANGS
- D. Parole LEADS
- E. Query & Reading RAP Sheets
- F. Data Entry/Photos
- G. Case Management

**VII. INMATE CLASSIFICATION PROCESS**

- A. Centralized Classification Process
- B. Corrections Bureau Forms
- C. Classification Factoring System
- D. Housing Matrix

**VIII. JAIL GANG INTELLIGENCE GATHERING**

- A. Identifying Types of Jail Intelligences
- B. Methods of Communication
  - a. Phone calls
  - b. Written correspondence
  - c. Visits
  - d. Kites
  - e. Photos/Drawings
  - f. Mail drops
- C. Gang Symbols
- D. Money Making Methods
- E. Deciphering Codes
- F. Gang Member Jail/Prison Rules
- G. Narcotics Smuggling Methods
- H. Intel Collection/Documentation

**IX. GANG CARD/FI CARD SCENARIOS**

- A. Proper Documentation
- B. Member or Associate
- C. Tattoo Documentation
- D. Associate Documentation
- E. Documenting Gang Card Interview
  - a. 3 Gang Card Scenarios

**X. INSTITUTIONAL BEHAVIOR/INCARCERATION HISTORY**

- A. CDCR
  - a. Disciplinary Offense Chart
- B. Discipline Processes
- C. Institutional Behavior
- D. State and/or Federal Incarceration
  - a. Histories and the Effect on Classification
- E. Gang Validation
- F. Title 15, Section 3378 (c) (8)

**XI. HANDS-ON CLASSIFICATION SCENARIOS AND PRACTICAL APPLICATION**

- A. Practical Application

**XII. JIMSNET GANG MODULE**

- A. How to Query (less is more)
- B. Adding Tattoos
- C. Adding Comments
  - a. Same as would be written on the back of a gang card
  - b. Hard copy of the booking form must have the same information
  - c. When testifying in court, the computer and the hard copy must match
- D. Gang Search
  - a. Housing
  - b. Moniker
- E. Jail Intelligence
- F. Shred any printouts
- G. Gang Merge

**XIII. CRIME NTEL/LEINC (Law Enforcement Intelligence Network Center)**

- A. Intel/Crime Analysis
- B. Collecting/Distributing Information
- C. Jail Intelligence
- D. Staffing
- E. Collaboration with Other Agencies
- F. Providing Resources, Expertise, and Information
- G. Crime Assessment
- H. Suspicious Activity Reports
- I. LEINC Resources

- J. LEINC Mission Statement
- K. Deputy Report Examples
  - a. With no information
  - b. With good information
  - c. Information at one facility might assist other facilities
- L. Statistics can affect
  - a. Prosecution
  - b. Funding
  - c. Charges
- M. Crime INTEL Database
  - a. Investigations
  - b. Pointer System
  - c. Do not refer to the database in a report or in court
  - d. 28 CFR Compliant
- N. Use of the System Overview
  - a. Intel
  - b. In the Jails
  - c. Information to Include
    - i. How to add/retrieve data
    - ii. What to include
  - d. Kites
  - e. Photos
  - f. Scanned Images
  - g. Housing Units
  - h. Addresses
  - i. Vehicles
  - j. Visits
  - k. Phone Numbers & phone calls
  - l. Tasks
    - i. Link File
    - ii. Establishing Criminal Cases
    - iii. Usage Log
    - iv. Examples of Actual Cases
- O. When to Call Intel (If you wonder if you should – then do)
- P. Parole LEADS