

# Future of the Oahu Community Correctional Center

## Volume 23 - Architectural Programming Underway for New OCCC

July 2019

### Hawaii Department of Public Safety

The Hawaii Department of Public Safety (PSD) is responsible for carrying out judgments of the state courts whenever a period of confinement is ordered. Its mission is to uphold justice and public safety by providing correctional and law enforcement services to Hawaii's communities with professionalism, integrity and fairness.

PSD operates Community Correctional Centers (CCCs) on the islands of Kauai, Maui, Hawaii and Oahu. Each CCC houses short-term sentenced (felons, probation, and misdemeanor), pretrial (felon and misdemeanor), other jurisdiction, and probation/ parole violators. CCCs provide the customary county jail function of managing both pre-trial detainees and locally-sentenced misdemeanant offenders and others with a sentence of one year or less. CCCs also provide an important pre-release preparation/transition function for prison system inmates who are transferred back to their county of origin when they reach less than a year until their scheduled release.

PSD is committed to providing a safe, secure, healthy, humane, social, and physical environment for inmates and staff. However, aging and crowded facilities have limited PSD's ability to provide such environments. In particular, the persistent and severe overcrowding exacerbates basic physical plant operations, contributes to tension among inmates, and diminishes program opportunities. Overall, all jail facilities are operating well above their operational capacities and combined with declining physical plants, undertaking improvements and upgrades are important PSD priorities. Chief among such priorities is the replacement of the existing Oahu CCC (OCCC) with a new facility at the Animal Quarantine Station site in Halawa.

### OCCC Architectural Programming Underway

Development of a new OCCC involves various stages of planning, forecasting, siting, environmental and engineering studies, permit approvals, design and many others. Among the stages is "Architectural Programming", the process of exploring a project's goals, objectives, and needs. This exploration leads to a project definition that addresses function, form, and economy and seeks to identify and define issues and problems that will be addressed during subsequent design phases. The Architectural Program is the result of interviews with PSD leadership and individuals responsible for facility operation, detailed investigation and analysis, and work sessions that together lead to decision-making. The process includes distinguishing the differences between wants and needs. Currently, PSD, the Department of Accounting and General Services (DAGS), and the consultant team are engaged in the Architectural Programming phase for the new OCCC.

The Architectural Program is closely associated with the intended operational plan and program for the new facility.



**Conceptual plan for new OCCC Pre-release Facility (left) and Detention Center (right) looking east.**

The operational intent was established by PSD leadership and conveyed to the project team through a series of interactive planning workshops. As a result of the earlier inmate population forecasting phase, the number, gender, and type of inmates or detainees to be housed in the new facility through the year 2026 was established. Based on the forecast, the inmate housing requirements could then be developed using standard housing module sizes (primarily 36-, 48-, and 72-bed models). To minimize the movement of inmates within the new facility, most services, such as food, medical, and programs, will be delivered to the inmates within their housing units. The population to be housed within the new OCCC influences space sizing and equipment requirements in such areas as: Administration, Visitation, Food and Laundry Services, Program Services, Medical/Mental Health Services, Security Operations, Inmate Housing, and Physical Plant among others.

Working with PSD and DAGS, the basic plan and program for the proposed new OCCC is currently being developed. This will help determine the State's vision for the facility, the nature, scale, capacity and key features of the new facility, and the topics of importance and issues of concern regarding the future of OCCC. While correctional facilities are used to separate criminals from society, a key part of the new OCCC's mission is rehabilitation; providing program services and education to

offenders that will enable them to leave the facility as productive members of society. Beyond education is re-entry, finding ways to transition inmates from the institutional way of life to the life and environment they will find outside of jail.

With research compiled from questionnaires and during various workshops, an architectural program can be developed which will include detailed planning concepts for all functions and spaces in the new facility. This effort also helps to ensure that the site selected for OCCC development (the Animal Quarantine Station site) will efficiently and effectively accommodate the proposed OCCC along with support and ancillary facilities. The information developed was used to convey the rationale for selecting the Animal Quarantine Station site over other alternative locations, how the Animal Quarantine Station site will facilitate development of the new facility, and how PSD will continue to ensure the safety and well-being of offenders, staff, and the public.

The program was initially issued to PSD and DAGS in the form of an interim architectural space program (along with the 10-Year Inmate Forecast) with an updated version issued with the OCCC Progress Report published on February 1, 2017. The 11 functions associated with the new OCCC are illustrated in the exhibit below and described in the sections that follow.

## New OCCC Facility Overview

### Administration

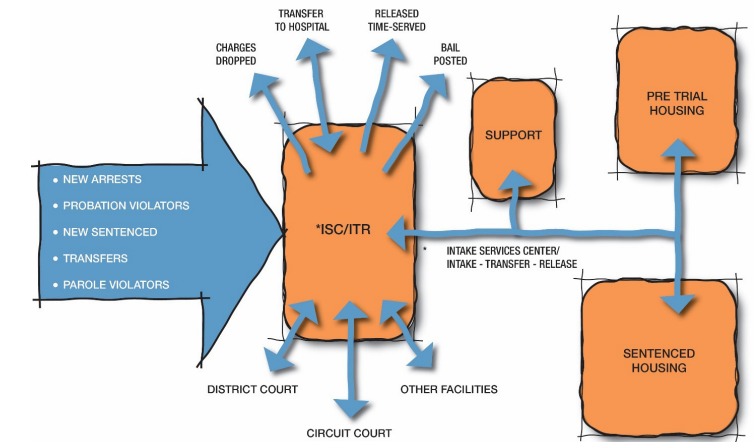
Everyone will enter the facility through the Administration section with all staff and members of the public first passing through screening in the lobby. The Administration section is located outside of the facility's secure perimeter and convenient for public and staff access through the lobby with a receptionist available to direct the public. Principal Administration functions include offices for the Warden, Deputy Warden, and Chief of Security, as well as the facility Business Office, all of which have frequent interaction with visitors. Administrative staff support (i.e., lockers, showers, and lavatory facilities) will be located in this area as well as offices and a physical training area. The Armory, Security Equipment Storage, Emergency Operations Center, and Locksmith (which is located close to the Chief of Security), are essential functions that will be located within the Administration section. While much of the facility operates 24 hours a day, the Administration section is normally in use only during traditional business hours (Monday through Friday).



Lobby Area (Typical)

Much of the critical record keeping and processing is managed by the Intake Services Center Assessment and Classification Unit, and as a result, the efficient organization of this component will be critical to the successful operation of the new facility. The exhibit below demonstrates the basic flow and relationships from the ISC/ITR perspective and provides a general overview of the overall flow from the facility perspective. The ITR function will be a secure area on the perimeter of the facility located close to the Medical section and convenient to the Intake Services Center.

### Intake Services Center and Intake/Transfer/Release Operation



Some of the ISC functions will be located at the facility; primarily to provide assessment and classification services. The ISC staff works with inmates who are in the facility as well as those that may be in a community release status. Additionally the staff interacts with new arrivals as well as some of those that are being released. There is also a significant record keeping function, which will be located convenient to the ITR.

The ITR function will be a secure area located on the perimeter of the facility, close to the Medical section and convenient to the ISC. Both of those sections interact with inmates as they arrive at the facility. Transport vehicles will enter and leave through a vehicle sally port that will be sized to hold buses and vans. The ITR will be organized to have separate 'in' and 'out' flows and processes. The 'in' path will include a transfer of paperwork, identification processes, medical screening (including x-ray), interviews (ISC), transfer and storage of personal property, and clothing exchange for institutional uniforms. Persons returning from court will have an abbreviated entry process while persons being released will have the necessary paperwork processed, receive their personal property, and change clothing. A number of holding cells will also be arranged so that there is good supervision by custody staff.

### New Facility Program Requirements

<ul style="list-style-type: none"> <li><b>Administration</b> <ul style="list-style-type: none"> <li>Screening lobby and reception desk</li> </ul> </li> <li><b>Visitation</b> <ul style="list-style-type: none"> <li>Video visitation facilities and limited court functions</li> </ul> </li> <li><b>Intake/Transfer/Release</b> <ul style="list-style-type: none"> <li>Secure area for inmate processing</li> <li>Holding cells</li> </ul> </li> <li><b>Intake Services Center</b> <ul style="list-style-type: none"> <li>Assessment and classification services</li> <li>Record keeping</li> </ul> </li> <li><b>Inmate Housing (Male)</b> <ul style="list-style-type: none"> <li>Sentenced</li> <li>Pre-Trial</li> </ul> </li> <li><b>Male Pre-Release Facility</b> <ul style="list-style-type: none"> <li>Work furlough program</li> <li>Education and treatment services</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li><b>Inmate Program Services</b> <ul style="list-style-type: none"> <li>Education, library, treatment, religion</li> <li>Staff offices</li> <li>Culinary Arts training</li> </ul> </li> <li><b>Medical/Mental Health Services</b> <ul style="list-style-type: none"> <li>24/7 infirmary</li> <li>Mental Health Housing</li> </ul> </li> <li><b>Food &amp; Laundry Services</b> <ul style="list-style-type: none"> <li>Kitchen</li> <li>Laundry facility</li> </ul> </li> <li><b>Physical Plant Operations</b> <ul style="list-style-type: none"> <li>Facility maintenance</li> <li>Warehousing</li> <li>Central plant</li> </ul> </li> <li><b>Security Operations</b> <ul style="list-style-type: none"> <li>24/7 operation</li> <li>Briefing Room</li> <li>Watch Commander Office</li> <li>High security Control Room</li> </ul> </li> </ul>
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### Intake Service Center and Intake/Transfer/Release

Custody flow at the existing OCCC is influenced by numerous aspects of the justice system, primarily on Oahu. Arrivals to the new OCCC could be new arrests, probation violators, newly sentenced, transfers from other facilities or agencies, or parole violators. Departures may include release for time served, transfers to the hospital, charges dropped, bail posted, or transfers to other facilities. Additionally, there is frequent movement to and from District and Circuit Court facilities. All inmates entering the facility will pass through and interact with the Intake Services Center (ISC) and the Intake/Transfer/Release (ITR) areas which are operational 24 hours per day, 7 days per week.



**Video Visitation Booths (Typical)**

### Visitation

A Visitation area will be provided that will include facilities for video visitation as well as limited court functions. Persons visiting an inmate will enter the Visitation area from the lobby; visitation will be via video booths for members of the public with inmates using video visitation booths located in their respective housing units. The only contact visits allowed will be with attorneys although PSD is considering adding contact and non-contact visitation capabilities as well. All visits will be scheduled. A separate section in this area will be dedicated for District Court and Circuit Court proceedings that can be held via video and space is provided for judicial staff. Inmates will be escorted to this area from inside the secure area for their court appearance. Attorney and limited public access to this area is from the main lobby. At this time, trials are not held via video, however, arraignments, bail hearings, and similar proceedings could make use of the video courtroom until such time that the courts decide to make greater use of video conferencing technologies.

### Inmate Program Services

As previously indicated, program services, including education, library, treatment, and religious services/programs, will be delivered to inmates within their respective housing units. Offices and support spaces will also be provided for educators, chaplains, and library staff along with some volunteers and inmates who will use this area. Educational programs will be delivered in person and be transmitted to the housing units via video. A central library collection, including the law library, will be available to the inmates. While all programs will be distributed to the housing units, space is also provided at this central location for re-entry programs.

### Food and Laundry Services

Food and Laundry Services will be located inside of the secure perimeter, but close to the sally port area since they require access to a loading dock. The kitchen will operate seven days each week, serving three meals each day. Meals will be prepared in the on-site central kitchen, placed on trays and in carts, and delivered to the housing units to be served to the inmates. With meals delivered to housing in carts, kitchen space will be required for assembly, cleaning and storage of carts. Laundry services will be centralized in one area. Inmate clothing and bedding will be collected at the housing units, laundered, and returned to the units. Included in the laundry area is storage for a supply of inmate clothing. The equipment in this area will be commercial grade capable of handling large volume loads and since laundry services are a significant water and energy consumer, the eventual design will take advantage of energy recovery and water recycling.



**Representative Food Preparation Area**



**Representative Laundry Operation**

### Medical and Mental Health Services

Medical and mental health services will be provided to inmates at the new OCCC and will be located near the ITR and Mental Health Housing Unit. Inmates will walk to the clinic to receive medical, dental, optometry, and mental health services while initial medical screenings and medication distribution will take place at the housing units. The medical/mental health area will include offices for physicians, psychologists, social workers, and administrators with medical records and the pharmacy also located in this area (with access limited to only staff). The Nurses Station in this area will be staffed 24 hours per day, 7 days per week while there are patients in the infirmary. A separate Acute Mental Health Housing Unit, located near the Medical/Mental Health Unit, will be included to provide services to those inmates that must be separated from the general population in addition to a Step-Down Mental Health Housing Unit. Acute Mental Health patients will return to their housing units once they are stabilized. Suicide Watch rooms will be included in the Acute Mental Health Unit.



**Examination Room (Typical)**

### Security Operations

Security Operations house the components of day-to-day custody functions that operate 24 hours a day, 7 days a week. Offices would be provided for the Watch Commander (Captain) and Operations Lieutenant with a briefing room provided for custody staff to meet at shift change. The Central Control room, which will be placed as a high security area on the facility secure perimeter, is part of this section. This area is highly sensitive and the determination of the span of control will be discussed in security narratives to be developed during later design phases. Associated with the Central Control will be a security electronics room which will contain equipment essential to the secure functioning of the facility.



**Security Control Room (Typical)**

### Inmate Housing

As reported in various documents and during public meetings, the new OCCC will only house sentenced and pre-trial male populations (females will be relocated to the Women's Community Correctional Center). The 10-Year Inmate Forecast indicated that 959 beds will be needed by Fiscal Year (FY) 2026. However, because housing is built in standardized modules, the actual number of rated beds planned is larger than the number required; this program provides for 1,044 rated beds. The targeted capacity is based on the rated bed count, and as such does not include medical, acute mental health, and segregation beds as inmates temporarily housed in this areas will return to their assigned housing units when cleared by medical/mental health staff. The housing layout takes into consideration the differing classifications and status of the various populations, preventing non-compatible populations from being housed together.

In most modern jails, housing units are planned for a capacity of 36 or 72 beds. Higher-security populations will be placed in units which have single-occupant cells; lower-security populations are placed in double-occupant cells. Single-occupant cells will include space for a bunk, writing surface, grooming area, plumbing fixture (combination unit), and 35 square feet of unencumbered space. Double-occupant cells are identical to single-occupant cells with the only exception being provision of 50 square feet of unencumbered space. All such units will meet American Correctional Association Standards.

Each housing unit will include the facilities required to provide programs and deliver services. Maximum Security housing units include Acute Mental Health Unit, Special Needs (mental health) Unit, and Maximum/Close Custody Unit, each with 36 single-occupant cells. One cell in each unit will be handicap accessible. The Mental Health Step-Down Unit, Medium- and Minimum- Security Units, will each be sized for 72 inmates



Modern Housing Unit and Dayroom (Typical)

housed in 36 cells. One cell in each unit will be handicap accessible. The Acute Mental Health Unit is also subdivided, with half the cells provided for Suicide Watch and half provided for Acute Mental Health inmates. Each of these areas will have special features such as Acute Time Out Cells or small individual inmate outdoor activity areas.

Common spaces include a dayroom, outdoor recreation, and program spaces. Meals will be prepared in the kitchen, transported to the housing units in carts, and served in dayrooms. The option of dining in the cell will be possible, if necessary. Other spaces will include inmate showers, staff toilet, an officer's station, unit team offices, and storage. Medical screening and medication distribution will occur in a dedicated room adjacent to the dayroom. If more involved medical services are required, the inmate will be moved to the Medical clinic. Library access and video visitation will also occur in the dayroom.

### Male Pre-Release Facility

The OCCC Architectural Program includes a separate Pre-Release Facility which will provide opportunities for male inmates who have a short time remaining in their confinement program before they are released back into the community. A high percentage of these individuals originate from the Halawa Correctional Facility where they have served the majority of their sentence. Programs to be provided will include education, treatment, and work training. A Work Furlough program, in which inmates work off-site and return to the facility at night and on weekends, will be included. This is a relatively low security facility that will be co-located on the same site as the new OCCC but outside of the OCCC perimeter. While it is separate, it will rely on OCCC for services such as food service; when needed, pre-release inmates will visit the clinic at OCCC for medical care.

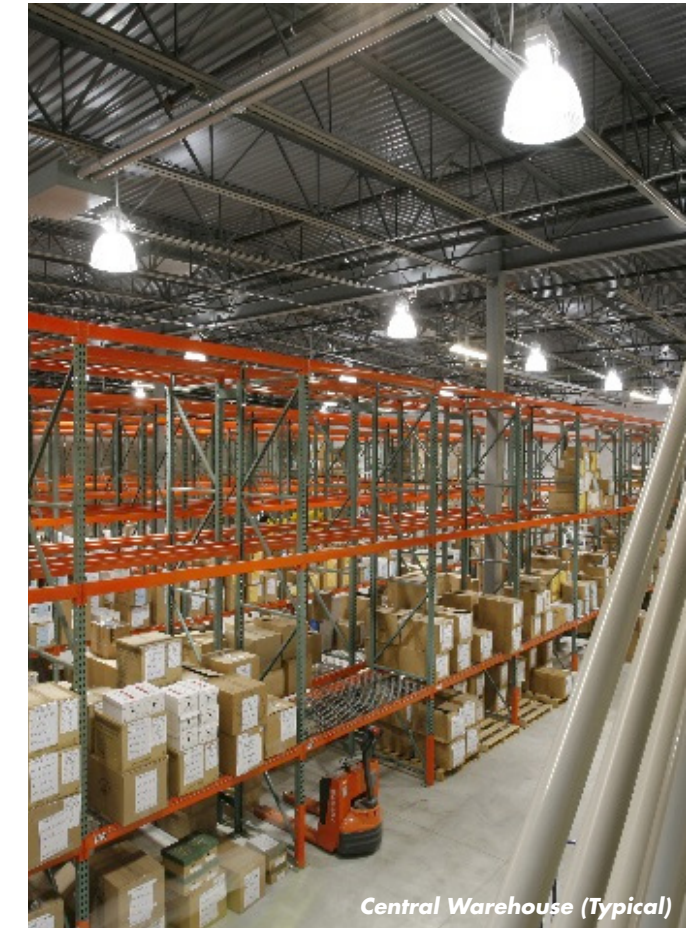
Primary program elements of this separate structure will include public lobby/visitation, administrative area, program services, and inmate housing. The Pre-Release facility will include most functions of a typical 24/7 correctional facility. The administration area will house offices for the administrator and support staff as well as the Custody Chief. All of these areas will be located next to the public lobby and staff support facilities will be provided. The services provided for Pre-Release inmates will be fairly intensive, preparing them for re-entry into the community. Program services will include educational, vocational, and treatment spaces. Academic and computer literacy classrooms will be provided at this central location. Offices for PSD staff and workstations for visiting outside service providers will be provided. Substance abuse treatment/group programs will be provided as well.

Some or all of the inmates located at the Pre-Release facility may be on Work Furlough programs. As they return to the facility at the end of the work day, they will pass through screening prior to re-entering their respective housing units. The entry area will include lockers, search rooms, property storage, and the community release office.

The Pre-Release housing will be arranged into 48-bed units with 4-person sleeping rooms that are 'dry', meaning that inmates will leave their sleeping rooms to use the toilet, groom and shower. Handicapped accessibility will be provided. Each sleeping room will include bunks, writing/seating areas, and personal storage areas. ACA Standards state that for each inmate that sleeps in the room, there needs to be 25 square feet of unencumbered space. Showers, lavatories, and toilets/urinals will be centralized and accessible from the unit dayroom. Inmates will do their own personal laundry; laundry rooms will be accessed from the dayrooms. Meals, prepared at the OCCC facility, will be served in dayrooms and video visitation booths will be provided in the dayrooms for inmate use.

### Physical Plant Operations

Physical Plant Operations have three main components: Facility Maintenance, Warehouse, and Central Plant. Facility Maintenance and the Warehouse will be located inside of the OCCC secure perimeter while Central Plant functions will be located on the outside of the secure perimeter. Facility Maintenance will include offices for management staff and facilities materials storage. Shops for carpentry, plumbing, HVAC, and electrical trades will be provided along with secure storage for tools. Vehicle maintenance will not occur in this area. The warehouse will include bulk storage for consumables. Office space will be provided for warehouse management staff; the warehouse will be in use during normal business hours. Refrigerated and frozen food storage will be included. A loading dock with an apron sized for large delivery trucks will be provided. An area dedicated to waste recycling will be located outside of the warehouse, adjacent to the loading dock. The warehouse yard will be accessed through a vehicle sally port large enough for two trucks, one arriving and one departing and all vehicles will be searched when arriving and departing. Central Plant facilities will include emergency generators, main electrical service entry gear, central cooling equipment as necessary, and other facilities as required. The types and sizes of equipment will be determined during the design process. Some components may be centralized and some may be distributed throughout the facility. This area will be conveniently located for maintenance/repair and utility company access.



Central Warehouse (Typical)



Animal Quarantine Station Site Master Plan showing new OCCC (bottom), new Pre-Release Facility (top) and staff/visitor parking (conceptual)



## On-going Activities

PSD is engaged in these on-going activities:

<b>July 2019</b>	Publish Newsletter Vol. 23. Look to PSD website for OCCC-related documents, announcements, and upcoming activities.
<b>August 2019</b>	Look to PSD website for OCCC-related documents, announcements, and upcoming activities.
<b>September 2019</b>	Tentative: Publish Newsletter Vol. 24. Look to PSD website for OCCC-related documents, announcements, and upcoming activities.

## Interested in Learning More?

For additional information visit <http://dps.hawaii.gov/occc-future-plans> or contact:

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