



# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

## HALL OF JUSTICE

ROBERT G. LUNA, SHERIFF



May 12, 2025

Sharmaine Moseley, Executive Director  
Sheriff Civilian Oversight Commission  
World Trade Center  
350 South Figueroa Street, Suite 288  
Los Angeles, California 90071

Sent via Electronic Transmission

Dear Ms. Moseley:

**RESPONSE TO THE CIVILIAN OVERSIGHT COMMISSION'S  
REQUEST FOR THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT  
CONDITIONS OF CONFINEMENT AND IDENTIFICATION OF  
SUBJECT MATTER EXPERTS(S)**

On April 24, 2025, the Los Angeles County Sheriff's Department (Department) received a request from the Civilian Oversight Commission (COC) for a summary response on multiple custody operations topics.

The questions presented by the COC are highlighted in bold, and are followed by the Department's response to each question:

1. **Items and/or materials related to LASD's County Jail System Standards of Care, specifically:**
  - a. **A flow chart and/or a list of agencies involved related to LASD County Jail Standards of Care responsibilities specific to the involvement of Correctional Health Services, Mental Health Services and Title 15 California Code of Regulations, that include key areas such as, but are not limited to:**
    - i. **Health Care**
      - Correctional Health Services

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**ii. Physical Environment**

- Department's Facilities Services Bureau

**iii. Inmate Safety and Welfare**

- Correctional Health Services
- Los Angeles County Sheriff's Department

**iv. Inspection and Compliance**

The Custody Support Services Bureau's Inspections Team conducts audits of risk management issues in the Custody Services Division for compliance with Division and Department policy, and State and Federal mandates by tracking inspections from:

- Board of State and Community Corrections
- Department of Public Health

All other inspection reports are tracked by the respective facility Operations Units.

**b. The name(s) and contact information for subject matter expert(s) (SMEs) on the Standards of Care in the LASD County Jail system.****i. The SME should be prepared to present on LASD County Jail Standards of Care in the above key areas.**

- For li – Doctor Sean Henderson  
shenderson@dhs.lacounty.gov
- For lii – Manager II Manuel T. Zapata  
mtzapata@lasd.org
- For liii – Commander Geradette E. Montoya  
gemontoy@lasd.org
- For liv – Commander Geradette E. Montoya  
gemontoy@lasd.org

**2. Items and/or materials related to the LASD's County Jail System Security, specifically:**

- a. Provide information on the types of body scanners used at County Jail facilities on inmates, employees, and visitors upon entrance and describe each facility location where the scanners are located;**

Custody Services Division is currently utilizing 17 full body scanners; however, the technology is over ten years old. The outdated technology is currently being replaced with 17 new full body scanners with advanced detection software. The newly purchased body scanners are Americans with Disabilities Act (ADA) compliant, highlights suspicious items, tracks operator effectiveness, and produces a low radiation dose to those undergoing inspection.

Body scanners are centrally located across all jail facilities for inmate use only. Body scanners are utilized during the booking process, transfers (facility to facility, hospital, court), and investigations where contraband is suspected.

There is currently no policy in place for the use of body scanners for employees and/or visitor security screening.

- b. Provide a flow chart that details the County Jail system inmate facility entrance through its screening process to housing;**

Inmate process through jail intake to housing:

- Entry from patrol station jails, outside agencies, and courts.
- Medical Acceptance by Correctional Health Services at entry.
- Searched and moved to an area to be classified.
- After classification, escorted to showers and provided a Los Angeles County Jail uniform.
- Inmates housed at Century Regional Detention Facility (CRDF) are offered showers at their housing location.
- Escorted to the clinic for a medical and mental health assessment conducted by Correctional Health Services.
- Once processed through the clinic, a pass is generated for temporary intake housing, general population housing, mental health housing, or release.



**c. Provide a flow chart detailing the County Jail system employee facility entrance screening process;**

To deter contraband from entering jails through employees and/or contractors, random searches of employee/contractor personal property are conducted at least twice per week on varying shifts and accounted for in the Custody Watch Commander Log. Custody Services Division canines are available to assist with employee personal property searches. Personal property search statistics are captured and reported in the Custody Watch Commander Log.

Additionally, the following Custody Division Manual (CDM) sections provide guidelines for allowable items and entry criteria for employees:

- 3-01/090.00, Security of Personal Property
- 3-01/090.05, Wireless Communication Devices
- 3-01/090.15, Personal Bags
- 3-10/010.00, Custody Entry Criteria for Non-Department Persons
- 3-10/015.00, Custody Division Entry and Exit Procedures (Visible Identification)

It should be noted that the Department defers to the California Penal Code and the Department's Guidelines for Discipline, which address certain policy violations and criminal activity associated with bringing contraband into a facility.

Each facility is structurally different, and the number of assigned personnel varies from facility to facility, causing employee entrance screening processes to be facility-specific based on need and feasibility at each location. There is an on-going assessment to enhance employee screening measures to increase overall security protocols.

**d. Provide a flow chart detailing the County Jail system visitor facility entrance screening process;**

Each facility is unique in layout, along with the specific type of classifications of inmates housed at each location. The CDM Section, 5-10/010.00, Inmate Visiting, directs each facility to develop and implement an inmate visiting plan consistent with the Custody

Services Division's Visiting Mission Statement. Visiting plans shall include procedures that are reasonable and necessary to ensure facility security and the safety and welfare of the inmates, visitors, and staff.

Additionally, the following CDM sections outline the secured area entry process:

- 5-10/010.00, Inmate Visiting
  - 5-10/010.05, Inmate Video Visiting System
  - 5-10/020.00, Visitor Identification
- e. Copies of LASD response letters to the Board of State and Community Corrections (BSCC) related to all 2023-2024 Corrective Action Plan (CAP) Follow-up regarding LASD Title 15 California Code of Regulations §1027.5-Safety Checks (e.g.-BSCC 2/25/25, BSCC 2/11/25, BSCC 10/8/24, BSCC 11/21/23, etc.) and related inmate well-being Title 15 code sections; and

The Department understands the concerns of the commission and is working with County Counsel to determine a way to provide responsive documents for this request. Once a determination has been made of the feasibility to release the documents, the Department will follow up with the commission.

- f. The name(s) and contact information for subject matter expert(s) (SMEs) on the Supervision of Incarcerated Persons in the LASD County Jail system.
- i. The SME should be prepared to speak on the County Jail system entrance process and safety checks as referenced above.
- For 2a – Commander Geradette Montoya  
gemontoy@lasd.org
  - For 2b – Captain Karen L. Solis (IRC)  
klsolis@lasd.org  
– Captain Daniel W. Martin  
dwmartin@lasd.org
  - For 2c – Commander Geradette Montoya  
gemontoy@lasd.org



- For 2d – Commander Geradette Montoya  
gemontoy@lasd.org
- For 2e – Commander Geradette Montoya  
gemontoy@lasd.org

**3. Provide an update on the status of LASD implementation of inmate iPad use within the County Jail System.**

Currently, Custody Services Division has a total of 75 iPads in use. The CRDF has 24 iPads, Twin Towers Correctional Facility has 39, and Men's Central Jail has 12. Year to date, inmates at the aforementioned facilities have received information through the iPad application 194,135 times.

The Department is aware that the facilities have experienced issues with Wi-Fi connectivity and power source problems for the iPads since their implementation. Coordinated efforts have been made with Facilities Services Bureau to add dedicated data and power sources for the iPads. Additionally, the Department is looking to find a tablet solution for the use of all inmates. Funding is being secured for the data and power source infrastructure improvement project, as well as a global tablet solution.

On December 1, 2023, the County Board of Supervisors passed a motion to allow free phone calls for all inmates. As the current telephone contract approaches its expiration, the Department is soliciting for inmate telephone services to replace the current contract which terminates in 2026. With the termination of the existing contract, a pathway to introduce a tablet solution emerged.

On August 1, 2024, a Request for Qualifications was released to pre-qualify potential respondents. Reference checks of the respondents were completed. The next step in the process will be the Request for Proposal. In addition to telephone services, tablet services are also being requested. The addition of specific tablet services caused a delay, pushing back the timeline for the Request for Proposal (RFP).

The timetable for the RFP is as follows:

- Release of RFP..... April 24, 2025
- Request for a Solicitation Requirements Review Due ..... May 8, 2025
- Proposals due by 3:00 PM (Pacific Time) ..... June 26, 2025

Additional information and due dates can be found at <https://lasd.org/transparency/solicitations/>.

The Department finds great value in offering a tablet solution which will provide greater connectivity and ways to deliver information to inmates. With this secure system, the Department expects to be able to streamline everything from the delivery of programs to the ability to search for pre-release information, to enhancements in mail delivery.

Tablets can help to positively impact lives by providing inmates with access to education, job training, and the opportunity to change. Tablets are resources and tools, which can be used to improve an individual's situation, thus making a change for the better and providing inmates and their families with means of communication, support, accountability, and encouragement with the ultimate goal of reducing recidivism.

4. Update the LASD public transparency website Custody Division Reports section under "Custody Facility Inspection Reports" to include the most recent reports on the areas below, and please categorize the reports by the areas below:
  - a. Board of State and Community Corrections (with subfolders)
  - b. Department of Public Health (with subfolders)
  - c. Sybil Brand Commission (with subfolders)
  - d. CRDF
  - e. Men's Central Jail
  - f. PDC East
  - g. PDC South
  - h. PDC NCCF
  - i. TTCF
  - j. List other LASD facilities

The Custody Services Division's Custody Support Services Bureau's Inspections Team is currently working with Sheriff's Information Bureau to update the Department's transparency page based on the recommendations provided by the COC. The updates are scheduled to be completed within two weeks.

Ms. Moseley

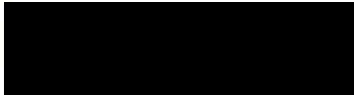
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May 12, 2025

Should you have any concerns, please do not hesitate to contact me.

Sincerely,

ROBERT G. LUNA, SHERIFF



APRIL L. TARDY  
UNDERSHERIFF