

From: [President](#)
To: [BOS Legislation, \(BOS\)](#)
Subject: File No: 240426
Date: Tuesday, May 7, 2024 2:40:53 PM
Attachments: [Outlook-tpqu55pr.png](#)
[Jan - May 6 2024 Below Minimums Data.zip](#)

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A Lot of Below Minimum Memos from Sheriff's Supervisor indicating the shift has gone below minimum and, in many cases, locked down. This is from Jan to May 2024 see all attached

Each position is funded, yet unfilled. Which means, the Sheriff's Office is using this as a cost savings. This is unhealthy and dangerous.

Something is seriously wrong with the Sheriff's Budget. It must be audited, and a full staffing analysis must be completed similar to what was done for PD.

This has reduced services for incarcerated people, created a safety risk, increased lock downs, overworked deputies by increasing workloads, increased stress, increased illness and is shortening the lifespan of incarcerated people and deputy sheriffs. This is not in alignment with San Francisco Values.

Best regards,

Ken Lomba
SFDSA President
415-513-8973





OFFICE OF THE SHERIFF CITY AND COUNTY OF SAN FRANCISCO

1 DR. CARLTON B. GOODLETT PLACE
ROOM 456, CITY HALL
SAN FRANCISCO, CALIFORNIA 94102



PAUL MIYAMOTO
SHERIFF

November 20, 2020
Reference: 2020-125

The Honorable Sandra Fewer
Supervisor, City and County of San Francisco
Budget and Appropriations Committee
City Hall, Room 244

Re: Fiscal Year 2020-21 3-Month Budget Status

I am writing to address questions that arose the November 18, 2020 at the Budget and Appropriations Committee regarding the \$11.5M projected deficit for the Sheriff's Office reported in the 3 Month Report.

The Controller's 3-month report, showing an operating deficit of \$11.5 million, reflects the fiscal year projection should no mitigating action be taken. However, my office is actively working with staff from both the Controller's Office and Mayor's Office to eliminate this deficit.

This deficit falls into two categories; workorder (\$3.3 million) and non-workorder (\$8.2 million). Delays in budgeting for COVID mitigation activities contributed to the workorder deficit. However, this will be addressed before the end of the calendar year.

For non-workorder activities, the primary driver is the City's determination to grant additional Covid-related sick leave. As soon as that leave came onto the books, SHF sick time increased by 150 percent and has yet to return to pre-Covid levels. This cost of this additional sick leave is approximately \$11 million.

Increased sick leave notwithstanding, we are working on multiple initiatives to reduce the projected deficit. These initiatives all involve reductions in levels of service which will, in turn, reduce the need for staffing. These initiatives include:

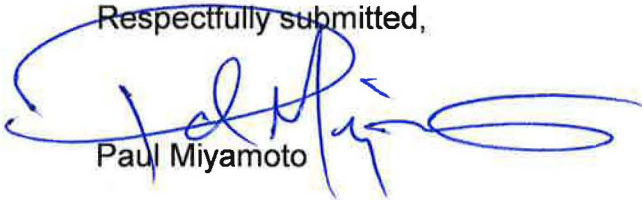
1. Eliminating all but one active entrance at City Hall
2. Eliminating evening & weekend coverage at the Hall of Justice
3. Outsourcing jail meal preparation until completion of the County Jail 2 kitchen
4. Reducing staffing levels at County Jails 2 and 3.

When I received budget instructions earlier this year, I understood that City departments were equally challenged with spending reductions. However, a review of

the adopted budget shows that the Sheriff's Office reduction is more than four times the average for the City's public safety departments.

Nonetheless, my office is working to manage these challenges within the approved budget for the current fiscal year. We believe we have identified cuts that will allow us substantially to achieve this goal.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Paul Miyamoto', with a large, stylized flourish extending to the right.

Paul Miyamoto

Sheriff

Cc: President N. Yee, Supervisors S. Walton, R. Mandelman, H. Ronen



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/20/2024

Ref: CP-24-003

To: CRWU

Fr: Lt. A. Lavitoria #2086

Re: Watch Starting Below Minimum

On Saturday, 01/20/2024, Community Programs Day Team #2 started at -1 below minimum staffing.

Chief Adams of the Custody Division contacted me requesting 2 Deputies to assist COD from 0700-1900. This was approved by Assistant Sheriff Carter.

The scheduled home check was rescheduled for tomorrow and operations will be adjusted accordingly.

CC:

Captain S. Colmenero

CP Supervisors

DSA President Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: March 03, 2024

REF: CJ3 – 24- 129

To: Captain J. Quanico #1429
County Jail #3 Facility Commander

From: Lieutenant A. Lavitoria #2086
Community Programs Watch Commander, DT#1 (Detailed)

RE: Below Minimum Staffing for Day Watch, March 03, 2024

On Sunday, March 3, 2024, the San Francisco Sheriff's Office- Custody Division, was impacted by critical staffing levels. Operations may be impacted throughout the day and may require flexibility and fluidity.

County Jail #3 had no available supervisors for Day Watch. As a result, I was detailed from Community Programs- Administration and Programs. Sgt. DeJesus #1946 volunteered to stay until I arrived to start the watch. Day Watch remained minus one (1) supervisor for the remainder of the watch.

Day Watch started at minimum with deputized staff.

Chief L. Adams #1166 requested CJ3 send six (6) from day watch to County Jail #2 at 1100 Hours.

CC: Central Records and Warrants Unit
Captain S. Colmenero #1059
MSA President – Lieutenant E. Rodriguez #1660
DSA President – Deputy K. Lomba #2074



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 04/01/2024

REF: CP-24-030

To: Captain S. Colmenero, #1059
Community Programs Unit Commander

From: Lieutenant A. Lavitoria, #2086
Day Team #1 Watch Commander

RE: Below Minimum

On Monday, April 1, 2024, Community Programs started below staffing minimum with -1 cadet and -1 deputy.

Community Programs was notified that per COD Chief Adams, CP will detail a deputy to CJ#2 from 1030 to 1900 Hours, bringing the unit to -2 deputies.

As a result of staffing issues, operations are limited. The impacts include:

- 1 deputy had to cover the Cadet post from 0700-1100 and provide breaks and a lunch relief from during the hours of 1100-1900.
- Post 4 responsibilities (Home Checks) were not coordinated until 1100 Hours
- Sheriff Affidavit Warrants handled by Post 7 will now be distributed to the remaining staff after 1030 hours as a result of the detail to CJ#2.
- Limited operations pertaining to compliance checks and delays in reviewing Non-Compliance Reports.

CC: SWAP Supervisor
CRWU
MSA President, Lt. E. Rodriguez #1660
DSA President, Dep. K. Lomba #2074



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: March 20, 2024

Ref: #CRU-24-038

To: Chief Adams

From: Sgt. B. Davis #1674

Re: CRWU Start of Watch BELOW MINIMUM

On Sunday, April 21, 2024, the Midnight Watch started one deputy below minimum. Global staffing needs necessitated one deputy to be detailed to CJ1, and one deputy was on PTO. Zero swing shift deputies were eligible for the draft.

CC:

Capt. Kelleher

Capt. Sanford

CRWU Supervisors

DSA President Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

To: CRWU _ Records

Date: 1/28/24

From: Sgt. K. De Jesus #1946

Ref: CJ2-24-024

Re: Watch Below Minimum / Facility Lockdown

On 1/28/24

CJ#2 DT1

was below minimum.

Reason(s) below minimum:

- Off-Wards
- PTO
- Other (describe):
- MEH
- Details
- Sick Leaves
- Staff Injury

Lockdown Level:

- 1
- 2
- 3
- 4

Hours of lockdown: No Lockdown

Activities canceled:

- In-Pod Programs
- Recreation
- Phone time
- Ed. Corridor Activities
- Other: None
- Facility Clinic Appointments
- Ad Sep/Lock-Up showers
- Exercise
- Visits (type)

Mitigating Actions:

- In-Pod Medical/Psych Visits
- Small Group Program Meetings
- Tablets
- Other:
- 1-on-1 Program Meetings
- Singular Access to phone



San Francisco Sheriff's Office

County Jail 3 San Bruno Complex

0700 - 1500 Watch Assignment Sheet



Sunday, February 25, 2024

Minimum 2/43

CBA Slots 1 / 7 / 1 FLSA

Acting Facility Commander		Upper Housing Supervisor:	
Watch Commander:	Sgt. De Jesus #1946	Upper Housing Supervisor:	
Asst. Watch Commander:		Lower Housing Supervisor:	
Operations Supervisor:		Lower Housing Supervisor:	
Administrative Supervisor:		Programs Supervisor:	
Administrative Support:		Emergency Radio Channel:	C Bank #8 CALAW9

Post	Post Assignment	Deputy Assigned	Relief	Meal Break	Auxiliary Duties
1	Pod 1A / 7530	Li 2254	Self	1000-1100	
2	Pod 1B / 7531	McDonald 2128		1100-1200	
3	Pod 2A / 7533	Balagtas #2221	Self	1000-1100	
4	Pod 2B / 7534	Yeung 2054		1100-1200	
5	Pod 2A/B / 7533	Mann 1752	Self	1200-1300	Pod 2 Moves Out/Van 2/3
6	Pod 3A / 7536	Sanz 2471		1000-1100	
7	Pod 3B / 7537	Jacowitz 2202	Self	1100-1200	
8	Pod 3A/B 7537	R. Blandon #2017		1200-1300	Pod 3 Moves Out/Van 2/3
9	Pod 4A / 7539	Tse 2277	Self	1000-1100	
10	Pod 4B/ 7540	Chavier 2401		1100-1200	
11	Pod 4A/B 7540	R. Jayme #2230	Self	1200-1300	Pod 4 Moves Out/Van 2/3
12	Pod 5A / 7546	Gutierrez 2393		1100-1200	
13	Pod 5B / 7547	Gonzalez 2497	Self	1200-1300	
14	Pod 5A/B / 7547	CLOSED		1000-1100	Pod 5 Moves Out/Van 2/3
15	Pod 6A / 7549	Clark 2485	Self	1100-1200	
16	Pod 6B / 7550	Jayson 253		1200-1300	
17	Pod 6A/B / 7549	CLOSED	Self	1000-1100	Pod 6 Moves Out/Van 2/3
18	Pod 7A / 7552	Kwong 2467		1100-1200	
19	Pod 7B / 7553	Kalapuyaril 2514	Self	1200-1300	
20	Pod 7A/B 7553	CLOSED		1000-1100	Pod 7 Moves Out/Van 2/3
21	Pod 8A / 7555	Yang 2495	Self	1100-1200	
22	Pod 8B / 7556	Cayabyab 2496		1200-1300	
23	Pod 8A/B 7556	CLOSED	Self	1000-1100	Pod 8 Moves Out/Van 2/3
24	Front Gate / 7598	Greene 1979		Move 3	1000-1100
25	Front Lobby/7501	S. Lou 1812	Move 3	1100-1200	
26	Control Room 1	Yanguas 2232 MD	Move 2	1000-1100	
27	Control Room 2	Petty 1975 MD	Move 2	1100-1200	
28	Count / 7565	Raquiza 1964	Move 1	1000-1100	
29	Kitchen	Clements 1988	Legal 2	1200-1300	Brng Laundry to Work in AM; distribute supplies and laundry
30	Legal 1	Handa 1855	Legal 2	1100-1200	Supports Front Lobby
31	Legal 2	CLOSED	Legal 1	1000-1100	Oversees legals back to pods; Rounds at Kitchen from 1200-1300
32	Movement 1	N. Ng 2187	Self	1200-1300	Key Count and Tablets Count
33	Movement 2	Yoshida 2429	Self	1200-1300	Move 0700-1000/1300-1500
34	Movement 3	Mares 2308 0700-1300	Self	1200-1300	Move 0700-1000/1300-1500
35	Visiting 1	Sun 2299 / 11-23	Self	1100-1200	Move 0700-1100/1200-1500
36	Visiting 2	Anastole #2371 07-10	Self	1000-1100	Move 0700-1000/1100-1500
37	Visiting 3	Ndungu #2473	Self	1000-1100	Move 0700-1000/1100-1500
38	Visiting 4	Davila 2475	Self	1100-1200	Move 0700-1100/1200-1500
39	Annex Control / 9500	Saephan 1872	A. Mov2 or Mov4	1000-1100	DETAIL (7) CJ#2 07-15
40	Annex B Dorm / 9346	Fane 1966	Annex Relief	1000-1100	Rangel #2461
41	Annex A Dorm/69346	Escobar 2307	Annex Relief	1100-1200	Meyer #2438
42	Annex Relief	Ragual 1359	Self	1200-1300	Pagsoligan #2420
43	Annex Mov1	Recacho 1909	A. Mov2 or Mov4	1100-1200	Loo #2315
		DETAIL (2) CJ#2 11-15			Yin #2433
		J. Li #2121			La #2476
		Truong #2052			Yaya #2422



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 03/02/2024

REF: CJ3-24-128

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -6 Day Watch

On Saturday, 03/02/2024, at 0700 hours County Jail #3 started the Day Watch (-6) below minimum staffing. CRWU informed the CJ#3 off going watch that the Global Draft had been exhausted. Three Deputized staff were detailed to help out County Jail#2 at 0700 hours.

Recreation, outdoor sunshine and out of cell time, parent child visits, medical and legal were normal operations.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ3 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 03/16/2024

REF: CJ3-24-143

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -5 Day Watch

On Saturday March 16, 2024, at 2300 hours County Jail #3 started the Day Watch (-5) below minimum staffing. CRWU informed the CJ#3 off going watch that the Global Draft had been exhausted. Four Deputized staff were drafted internally and One Deputized staff were detailed to help out County Jail#2 at 2300 hours.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ3 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



OFFICE OF THE SHERIFF CITY AND COUNTY OF SAN FRANCISCO

1 DR. CARLTON B. GOODLETT PLACE
ROOM 456, CITY HALL
SAN FRANCISCO, CALIFORNIA 94102



**PAUL MIYAMOTO
SHERIFF**

Date: April 20, 2024

Ref: CRU 24-037

To: Chief Adams #1166

From: Sgt. W. Rodgers#1748

Re: Watch Starting Below Minimum

On Saturday, April 20, 2024, SD Allen #1471 told me the global draft list was exhausted and Day Watch would start two deputies under minimum. Two deputies on PTO.

Any question, please call any supervisor.

CC:

Chief Adams

Capt. Kellerher

Capt. Sanford

CRWU Supervisors

DSA President Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 5, 2024

Ref: CJ3-24-200

To: Captain J. Quanico #1429

From: Sergeant S. Lee #2185

Re: Below Minimum/Lockdown

On Friday, April 5th 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail #3. At 0700 Hours, CJ#3 was minus eight deputies at the start of watch.

At 1100 Hours County Jail #3 had to detail two deputies to County Jail #2, and had two deputies come in at 10 O'clock and 11 O'clock respectively. Keeping us at minus 8.

All Programs in the education corridor were completed, and out of cell times were provided till 1100 hours. A lockdown occurred due to staffing. No staff were available to be detailed to CJ#3. We were able to conduct legal visits, JHS and JBHS services, showers, programming in PODs and sunlight walks on the upper and lower annex levels.

We will attempt to resume normal operations on the 1500-2300 shift.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 5, 2024

Ref: CJ3-24-200

To: Captain J. Quanico #1429

From: Sergeant S. Lee #2185

Re: Below Minimum/Lockdown

On Friday, April 5th 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail #3. At 0700 Hours, CJ#3 was minus eight deputies at the start of watch.

At 1100 Hours County Jail #3 had to detail two deputies to County Jail #2, and had two deputies come in at 10 O'clock and 11 O'clock respectively. Keeping us at minus 8.

All Programs in the education corridor were completed, and out of cell times were provided till 1100 hours. A lockdown occurred due to staffing. No staff were available to be detailed to CJ#3. We were able to conduct legal visits, JHS and JBHS services, showers, programming in PODs and sunlight walks on the upper and lower annex levels.

We will attempt to resume normal operations on the 1500-2300 shift.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 5, 2024

Ref: CJ3-24-204

To: Captain J. Quanico #1429

From: Sergeant S. Lee #2185

Re: Below Minimum/Lockdown

On Friday, April 5th 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail #3. The watch started out minus four deputies. Normal operations ensued. At approximately 1735 hours we had a major medical emergency which brought the watch down to -5. There was also a MR-4 PES custody that was later transferred putting the watch down minus 7. Due to lack of staff, the multiple PES off wards, the MEH, and four details to CJ#2, I locked the facility down, and still continued legal visits, walks and phone access.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 5, 2024

Ref: CJ3-24-204

To: Captain J. Quanico #1429

From: Sergeant S. Lee #2185

Re: Below Minimum/Lockdown

On Friday, April 5th 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail #3. The watch started out minus four deputies. Normal operations ensued. At approximately 1735 hours we had a major medical emergency which brought the watch down to -5. There was also a MR-4 PES custody that was later transferred putting the watch down minus 7. Due to lack of staff, the multiple PES off wards, the MEH, and four details to CJ#2, I locked the facility down, and still continued legal visits, walks and phone access.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 5, 2024

Ref: CJ3-24-204

To: Captain J. Quanico #1429

From: Sergeant S. Lee #2185

Re: Below Minimum/Lockdown

On Friday, April 5th 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail #3. The watch started out minus four deputies. Normal operations ensued. At approximately 1735 hours we had a major medical emergency which brought the watch down to -5. There was also a MR-4 PES custody that was later transferred putting the watch down minus 7. Due to lack of staff, the multiple PES off wards, the MEH, and four details to CJ#2, I locked the facility down, and still continued legal visits, walks and phone access.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 27, 2024

Ref: CJ3-24-246

To: Captain J. Quanico #1429

From: Sergeant S. Lee #2185

Re: Below Minimum

On Saturday, April 27th 2024, I was on duty assigned to County Jail #3 as the Watch Commander at County Jail #3. The watch started out minus 5 deputies. Normal operations ensued. At approximately 0700 we went down seven deputies and detailed two deputies to CJ#1. At approximately 1000 hours we went down eight deputies due to an MEH. Normal operations continued throughout the jail, including one family visiting.

CC:

Chief Adams

Lt. Rodriguez MSA President

DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 20 April 2024

Ref: CJ1-24-061

To: CRWU
SFSO

Fr: Sgt. M. Ambat #1897 *m # 1897*
CJ#1

Re: Watch Starting Below Minimum

On Saturday, April 20, 2024, I was the Watch Commander at County Jail #1 on the Midnight Watch, 2300-0700.

The Midnight Watch had to start the watch with FIVE (5) deputies below minimum. CRWU Watch Commander informed CJ#1 that the Global Draft List had been exhausted for the Midnight Watch: 2300-0700.

CC:

Chief L. Adams
Captain W. Kelleher
CJ#1 Supervisors
DSA President
MSA President



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 27, 2024

Ref: CJ3-24-247

To: Captain Quanico #1429

From: Sgt. Folger #2233

Re: Below Minimum

On Saturday, April 27, 2024, I was on duty as the Admin Supervisor for swing watch at CJ3. The watch started 5 Deputies below minimum. We were able to give inmates 1.5 hours of out of cell time. At 1900 hours, the facility was on lockdown in order to give meal breaks for Deputies. All PTO slots were taken, 3 FMLA spots used, 6 SL's, and 2 on DP.

CC:

Chief Adams

MSA President

DSA President



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date 05/04/24

Ref: CJ3-24-260

TO: Captain Quanico #1429

From: Sgt. Lee #2185

RE: Below Minimum Staffing 05/04/2024

On Saturday May 4th 2024, I was informed by Sgt. Dejesus #1946 that the day watch on today's aforementioned date would be minus 11 deputies at 0700 hours. At 1100 hours we went down minus 13 deputies. Normal Operations did continue including one family.

CC:

County Jail #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date 04/20/24

Ref: CJ3-24-235

TO: Captain Quanico #1429

From: Sgt. Pyun #2068

RE: Below Minimum Staffing on Swings 04/20/2024

On Saturday, April 20th 2024, swing watch started -6 deputies below minimum while also covering a PES and Offward. At 1900, we were -8 deputies. As a result, all upper floor housing units were on 1.5 hour walk times per tier starting at 1600 hours due to the deputies in those pods having to do self-reliefs for each other with no available movement deputies to provide relief. All lower housing units including the Ad-Sep pods ran at normal operations.

CC:

County Jail #3 Supervisors

Chief Adams #1166

Sgt. Oliver #2084

MSA President Lt. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date 04/20/24

Ref: CJ3-24-234

TO: Captain Quanico #1429

From: Sgt. Lee #2185

RE: Below Minimum Staffing 04/20/2024

On Saturday April 20th 2024, I was informed by Sgt. Dejesus #1946 that the day watch on today's aforementioned date would be minus 13 deputies at 0700 hours. I changed normal half tier walk times to quarter tiers due to staffing issues. All other operations were normal.

CC:

County Jail #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 04/26/2024

Ref: CJ3-24-0240

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, April 26, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 4 deputies at the start of the watch.

At 1000 hours we lost an overtime deputy bringing the watch to minus 4.

At 1000 hours we gained one volunteer deputy from the midnight watch returning the watch to minus 4.

At 1100 hours we gained one deputy from the 12 hour team. This brought the watch to minus 3.

At 1200 hours we received one deputy from the swing watch to bring the watch minus 2.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels and yard times at the Annex.



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 28 June 2023

Ref: CJ1-24-016

To: CRWU

Fr: Lt. W. Rold #2087
County Jail #1 - Administrative Lientenant

Re: Watch Starting Below Minimum

On Tuesday, 01/16/2024, I was on duty as the Administrative Lieutenant. At 0625 I was informed by the off going Watch Commander, Sgt. Thomas, that there were an insufficient number of deputies eligible for draft to cover the Day Watch staff minimum and there were no deputies being detailed to CJ#3. Day Watch started five (5) deputies below minimum and would stay at that staffing level for the remainder of the day.

CC:

Chief Adams

Captain Quanico



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 17 January 2024

Ref: CJ1-24-017

To: CRWU

Fr: Lt. W. Rold #2087
County Jail #1 - Administrative Lientenant

Re: Watch Starting Below Minimum

On Wednesday, 01/17/2024, I was on duty as the Administrative Lieutenant. At 0625 I was informed by the off going Midnight Shift Sergeant Folger that there were an insufficient number of deputies eligible for draft to cover the Day Watch staff minimum and there were no deputies being detailed to CJ#3. As a result Day Watch started eight (8) deputies below minimum and is scheduled to go to seven (7) deputies below minimum at 1100 hours.

CC:

Chief Adams

Captain Quanico



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 22 January 2024

Ref: CJ1-24-031

To: CRWU

Fr: Lt. W. Rold #2087
County Jail #1 – Watch Commander

Re: Watch Starting Below Minimum/Adjusted Walk Schedule

On Monday, 01/22/2024, I was on duty as the Watch Commander At approximately 0630 I was informed by the off going Midnight Watch Commander, Sgt. Folger, that there were an insufficient number of deputies eligible for draft to cover the Day Watch staff minimum. He informed me that Community Programs would detail one to cover our off-ward inmate. As a result, Day Watch started eight (8) deputies below minimum and is scheduled to go to five (5) deputies below minimum at 1100 hours. Day Watch was also going to be one supervisor below minimum at the start of watch.

In order to mitigate the risk of starting below minimum, I ordered all CJ#3 Upper Pods (except for Pod 6A) to conduct pod free time one tier at a time. Day Watch Annex Supervisor Sgt. O'Reilly informed me that the entire inmate population of Pod 6A repeatedly ignored orders during a security search that occurred during Swing Watch on 01/23/2024. I instructed the Pod Deputy in 6A to conduct six (6) cell walk groups in Pod 6A to mitigate the risk of another coordinated mass disturbance while the watch was so far below minimum.

CC:

Chief Adams

Captain Quanico



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 1/19/2024

Ref: CJ3-24-024

To: Captain J. Quanico #1429
Fr: Sergeant F. Thomas #1813
Re: County Jail 3 Less Than Minimum Staffing

On Friday, January 18, 2024 @2225 hours, I was briefed by the off-going CJ#3 Swing Watch Commander, Lt. K. Ng #2099, that CJ3 had insufficient deputies to cover the minimum staffing at the start of the Midnight Watch. He also informed me that there was a MEH that needed to be transported at the beginning of the watch. The watch started minus 3 below minimum at 2300 hours and minus 6 at 0300 hours.

CC: CJ3 Supervisors



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 13 February 2024

Ref: CJ1-24-087

To: CRWU

Fr: Lt. W. Rold #2087
County Jail #1 – Admin Supervisor

Re: Watch Starting Below Minimum/Adjusted Walk Schedule

On Monday, 01/22/2024, I was on duty as the CJ#3 Administrative Supervisor. At 0625 hours I was informed by the off going Midnight Watch Commander, Sgt. Folger, that there were an insufficient number of deputies eligible for draft to cover the Day Watch staff minimum. He informed me that The Backgrounds Unit would detail one deputy to CJ#3 and Classification would detail one deputy between 0700-1100 hours. As a result, Day Watch started six (6) deputies below minimum staffing. Additionally, there are three (3) deputies attending AO Range training in the morning and another three (3) in the afternoon. Due to the unencumbered lunch reliefs of those six (6) deputies, CJ#3 had to shift lunch reliefs to before 1100 hours and after 1200 hours. In order to mitigate the risk of starting below minimum, and to cover the lunch relief gaps, all CJ#3 Upper Pods conducted pod free time one tier at a time.

CC:

Chief Adams

Captain Quanico



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 14 February 2024

Ref: CJ1-24-089

To: CRWU

Fr: Lt. W. Rold #2087
County Jail #1 – Admin Supervisor

Re: Watch Starting Below Minimum/Adjusted Walk Schedule

On Wednesday, 02/14/2024, I was on duty as the CJ#3 Administrative Supervisor. At 0625 hours I was informed by the off going Midnight Watch Commander, Sgt. Folger, that there were an insufficient number of deputies eligible for draft to cover the Day Watch staff minimum. Before 0645 muster I was informed that The Classification Unit would detail one (1) deputy to CJ#3 and the K9 Unit would as well. As a result, Day Watch started seven (7) deputies below minimum staffing. CJ#3 was also slated to go eight (8) deputies below minimum at 1100 hours due to increased minimum from opening the visiting post. To mitigate risk of starting below minimum, all CJ#3 Upper Pods conducted pod free time one tier at a time.

CC:

Chief Adams

Captain Quanico



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 15 February 2024

Ref: CJ3-24-092

To: CRWU

Fr: Lt. W. Rold #2087
County Jail #3 – Admin Supervisor

Re: Watch Starting Below Minimum/Adjusted Walk Schedule

On Thursday, 02/15/2024, I was on duty as the CJ#3 Administrative Supervisor. At 0625 hours I was informed by the off going Midnight Watch Commander, Sgt. Folger, that there were an insufficient number of deputies eligible for draft to cover the Day Watch staff minimum. As a result Day Watch would start five (5) deputies below minimum. After muster Acting Facility Commander Lt. Bui informed me that CJ #3 would have to send two (2) deputies to assist with staffing at CJ #2 at 1000. As a result of the details and partial overtimes, Day Watch went eight (8) deputies below minimum at 1000 hours. To mitigate risk of starting below minimum, all CJ#3 Upper Pods conducted pod free time one tier at a time.

CC:

Chief Adams

Captain Quanico



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 2/3/2024

Ref: CJ3-24-067

To: Captain J. Quanico #1429

Fr: Sergeant K. De Jesus #1946

Re: County Jail 3 Midnight Watch Below Minimum Staffing

On Saturday, February 3, 2024 @2225 hours, I was briefed by the off-going CJ#3 Swing Watch Commander, Sgt. M. Pyun #2068, that CJ3 had insufficient deputies to cover the minimum staffing at the start of the Midnight Watch. He also informed me that there were 2 Off-Wards that needed coverage at the beginning of the watch. The watch started minus 5 below minimum at 2300 hours and minus 8 at 0300 hours.

CC: CJ3 Supervisors



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: February 10, 2024

Ref: CJ3-24-081

To: Captain Quanico #1429

From: Sergeant Folger #2233

Re: Below Minimum Staffing 02/10/24- Midnights

On Saturday, February 10, 2024 the midnight watch started at 7 Deputies below minimum staff. At 0000 hours, we fell 8 below minimum. At 0100 hours, we fell 9 below minimum. At 0300 hours, we fell 10 below minimum. Due to the lack of staff, I closed the front lobby from 0500-0700 hours. The following are the reasons for the below minimum staffing:

- 2 details to County Jail #2
- 1 detail for an off-ward
- 1 detail for PES
- 4 deputies on PTO, 1 sick leave, 2 disability and 1 FMLA
- 5 Annex staff required

Normal operations are expected to begin on 02/10/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Records



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

February 16, 2024
REF: CJ3-24-094

To: Captain Quanico #1429
From: Sergeant Thomas #1813
Date: February 16, 2024
Subject: Below Minimum Staffing Midnights

On Friday, February 16, 2024, Sgt. Pyun #2068 informed me that Midnight Watch would start -2 deputies below minimum staff at the start of the watch. Sgt. Pyun also informed me that I would need to detail 3 deputies to County Jail 2 and 1 deputy to cover a PES.

At 0300 hours, we dropped -7 below. Due to the lack of staff, I closed the front lobby from 0500-0700 hours. The following are the reasons for the below minimum staffing:

- 3 details to County Jail #2
- 1 detail for PES
- 4 deputies on PTO, 1 sick leave, 2 disability
- 5 Annex staff required

Normal operations are expected to begin at 0700 hours on 2/16/24.

cc: SH3 Supervisors
Chief Adams
Lt. Rodriguez (MSA)
Ken Lomba (DSA)



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

March 29, 2024
REF: CJ3-24-179

To: Captain Quanico #1429
From: Sergeant Thomas #1813
Date: March 29, 2024
Subject: Below Minimum Staffing Midnights

On Thursday, March 28, 2024, Sgt. Folger #2233 informed me that Midnight Watch would start -4 deputies below minimum staffing at the start of the watch.

As the night progressed, the shift was faced with more staffing challenges leading into the early morning.

-5 @0300 hrs
-6 @0400 hrs
-8 @0500 hrs

Also because of the staffing shortage, I was unable to staff the Front Lobby from 0500-0700 hours. It remained closed until Day Watch could staff it.

Normal operations are expected to begin at 0700 hours on 3/29/24.

cc: SH3 Supervisors
Chief Adams
Lt. Rodriguez (MSA)
Ken Lomba (DSA)



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 19, 2024

Ref: CJ3-24-225

To: Captain Quanico #1429

From: Sergeant Thomas #1813

Re: Below Minimum Staffing 3/30/24-MIDS

On Saturday, March 29, 2024 I was informed by Swings Watch Commander, Sgt. Folger that the March 30, 2024 Midnight watch would start minus 9 deputies and minus 1 supervisor below minimum staff. At 0300 hours, the watch dropped to minus 11. Due to the lack of staff, I closed the front lobby from 0500-0700 hours. The following are the reasons for the below minimum staffing:

- 2 details to County Jail #2
- 7 deputies on PTO, 3 sick leave, 3 FMLA
- 5 Annex staff required

Normal operations are expected to begin on 03/31/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

Records



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 19, 2024

Ref: CJ3-24-226

To: Captain Quanico #1429

From: Sergeant Thomas #1813

Re: Below Minimum Staffing 3/31/24-MIDS

On Saturday, March 30, 2024 I was informed by Swings Watch Commander, Sgt. Folger that the March 31, 2024 Midnight watch would start minus 6 deputies and minus 1 supervisor below minimum staff. At 0300 hours, the watch dropped to minus 8. Due to the lack of staff, I closed the front lobby from 0500-0700 hours. The following were reasons for the staffing challenges:

- 1 detailed to County Jail #2
- 2 detailed to 7D/7L
- 4 deputies on PTO, 1 sick leave, 3 FMLA
- 5 Annex staff required

Normal operations are expected to begin on 03/31/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

Records



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 19, 2024

Ref: CJ3-24-227

To: Captain Quanico #1429

From: Sergeant Thomas #1813

Re: Below Minimum Staffing 3/31/24

On Sunday, March 31, 2024 I was the Watch Commander on the Midnight watch. Day watch would started minus 6 deputies and minus 2 supervisors below minimum staff. At 1100 hours, the watch dropped to minus 9. The following were reasons for the staffing challenges:

- 3 deputies on PTO, 2 sick leave
- 6 Annex staff required

Recreation, outdoor air/sunshine, education corridor and out of cell time was offered and conducted for all pods. Upper housing units were conducted at half tier free time. Medicals and Legal resumed normal operations. The education corridor was closed for the afternoon. During staff lunches housing stayed locked in where there was only one deputy to do relief

Normal operations are expected to begin on 03/31/2024 at 1500 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 19, 2024

Ref: CJ3-24-228

To: Captain Quanico #1429

From: Sergeant Thomas #1813

Re: Below Minimum Staffing 4/2/24-MIDS

On Monday, April 1, 2024 I was informed by the Swing Watch Commander, Sgt. Kutches #1881 that on April 2, 2024 the Midnight watch would start minus 4 deputies and minus 1 supervisor below minimum staffing. At 0400 hours, the watch dropped to minus 7. The following were reasons for the staffing challenges:

- 5 deputies on PTO, 2 sick leave, 2 FMLA
- 5 Annex staff required

Normal operations are expected to begin on 04/2/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 19, 2024

Ref: CJ3-24-229

To: Captain Quanico #1429

From: Sergeant Thomas #1813

Re: Below Minimum Staffing 4/6/24-MIDS

On Friday, April 5, 2024 I was informed by the Swing Watch Commander, Sgt. Lee #2185 that on April 6, 2024 the Midnight watch would start minus 7 deputies and minus 1 supervisor below minimum staffing. At 0430 hours, the watch dropped to minus 10. The following were reasons for the staffing challenges:

- 2 detail to CJ #2
- 5 deputies on PTO, 1 sick leave, 3 FMLA, 1 DP
- 5 Annex staff required
- 3 PES (1-MR4)
- 1 MEH

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 4/6/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 19, 2024

Ref: CJ3-24-230

To: Captain Quanico #1429

From: Sergeant Thomas #1813

Re: Below Minimum Staffing 4/7/24-MIDS

On Saturday, April 6, 2024 I was informed by the Swing Watch Commander, SD Owyang #1553 that on April 7, 2024 the Midnight watch would start minus 4 deputies and minus 1 supervisor at the start of watch. At 0430 hours, the watch dropped to minus 7. The following were reasons for the staffing challenges:

- 3 detail to CJ #2
- @0400 minus 5
- @0500 minus 7
- 6 deputies on PTO, 1 sick leave, 3 FMLA, 1 DP
- 5 Annex staff required
- 3 PES (1-MR4)

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 4/6/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 20, 2024

Ref: CJ3-24-233

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 4/20/24-MIDS

On Friday, April 19, 2024 I was informed by the Swing Watch Commander, Sgt. Pyun #2068 that on April 20, 2024 the Midnight watch would start minus 7 deputies below minimum staffing. At 0500 hours, the watch dropped to minus 9. The following were reasons for the staffing challenges:

- 5 deputies on PTO, 1 sick leave, 2 FMLA
- 5 Annex staff required
- 1 PES
- 1 O/W

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 4/20/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 20, 2024

Ref: CJ3-24-233

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 4/20/24-MIDS

On Friday, April 19, 2024 I was informed by the Swing Watch Commander, Sgt. Pyun #2068 that on April 20, 2024 the Midnight watch would start minus 7 deputies below minimum staffing. At 0500 hours, the watch dropped to minus 9. The following were reasons for the staffing challenges:

- 5 deputies on PTO, 1 sick leave, 2 FMLA
- 5 Annex staff required
- 1 PES
- 1 O/W

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 4/20/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 28, 2024

Ref: CJ3-24-248

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 4/28/24-MIDS

On Tuesday, April 27, 2024 I was informed by the Swing Watch Commander Sgt. M. Pyun #2068 that on April 28, 2024 the Midnight watch would start minus **-5** deputies below minimum staffing. At 0500 hours, the watch dropped to minus **-7**. The following were reasons for the staffing challenges:

- 5 deputies on PTO, 2 sick leave, 2 FMLA
- 5 Annex staff required

Normal operations are expected to begin on 4/28/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 24, 2024

Ref: CJ3-24-238

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 4/24/24-MIDS

On Tuesday, April 23, 2024 I was informed by the Swing Watch Commander Lt. K. Ng #2099 that on April 24, 2024 the Midnight watch would start minus **-7** deputies below minimum staffing. At 0500 hours, the watch dropped to minus **-9**. The following were reasons for the staffing challenges:

- 5 deputies on PTO, 3 sick leave, 2 FMLA. 1 DP
- 5 Annex staff required
- 1 PES
- 1 O/W
- 1 MEH
- 2 Details – CJ#2

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 4/24/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 28, 2024

Ref: CJ3-24-248

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 4/28/24-MIDS

On Tuesday, April 27, 2024 I was informed by the Swing Watch Commander Sgt. M. Pyun #2068 that on April 28, 2024 the Midnight watch would start minus **-5** deputies below minimum staffing. At 0500 hours, the watch dropped to minus **-7**. The following were reasons for the staffing challenges:

- 5 deputies on PTO, 2 sick leave, 2 FMLA
- 5 Annex staff required

Normal operations are expected to begin on 4/28/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 05/06/2024

Ref: CJ3-24-264

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 05/06/24-MIDS

On Monday, May 5, 2024 I was informed by the Swing Watch Commander Lt. K. Ng #2099 that on May 6, 2024 the Midnight watch would start minus **-6 deputies** below minimum staffing. At 0500 hours, the watch dropped to minus **-9**. The following were reasons for the staffing challenges:

- 2 deputies on PTO, 2 sick leave, 1 FMLA, 1 DP
- 5 Annex staff required
- 2 Details to CJ#2
- 1 MEH
- 1 Off ward
- 1 PES

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 05/06/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 05/06/2024

Ref: CJ3-24-264

To: Captain Quanico #1429

From: Sergeant K. De Jesus #1946

Re: Below Minimum Staffing 05/06/24-MIDS

On Monday, May 5, 2024 I was informed by the Swing Watch Commander Lt. K. Ng #2099 that on May 6, 2024 the Midnight watch would start minus **-6 deputies** below minimum staffing. At 0500 hours, the watch dropped to minus **-9**. The following were reasons for the staffing challenges:

- 2 deputies on PTO, 2 sick leave, 1 FMLA, 1 DP
- 5 Annex staff required
- 2 Details to CJ#2
- 1 MEH
- 1 Off ward
- 1 PES

Due to the lack of staff, the front lobby remained closed and not staffed from 0500-0700 hours.

Normal operations are expected to begin on 05/06/2024 at 0700 hours.

CC:

CJ #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez #1660

DSA President K. Lomba

CRU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date 05/03/24

Ref: CJ3-24-259

TO: Captain Quanico #1429

From: Sgt. Lee #2185

RE: Below Minimum Staffing 05/03/2024

On Friday May 3rd, 2024, I was informed by Sgt. Dejesus #1946 that the day watch on today's aforementioned date would be minus four deputies at 0700 hours and at 1100 hours minus five deputies. Normal Operations continued with no issues.

CC:

County Jail #3 Supervisors

Chief Adams #1166

MSA President Lt. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

To: Captain Quanico

Date: 4/14/24

From: Lt. M. Zehner

Ref: CJ3-24-221

Re: Watch Below Minimum / Facility Lockdown

On 4/14/24

County Jail 3, Mids

was below minimum.

Reason(s) below minimum:

Off-Wards

MEH

Sick Leaves

PTO

Details

Staff Injury

Other (describe):

Lockdown Level:

1

2

3

4

Hours of lockdown:

Activities canceled:

In-Pod Programs

Facility Clinic Appointments

Recreation

Ad Sep/Lock-Up showers

Phone time

Exercise

Ed. Corridor Activities

Visits (type)

Other:

Mitigating Actions:

In-Pod Medical/Psych Visits

1-on-1 Program Meetings

Small Group Program Meetings

Singular Access to phone

Tablets

Other:



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

To: Captain Quanico

Date: 4/14/24

From: Lt. M. Zehner

Ref: *CS-24-220*

Re: Watch Below Minimum / Facility Lockdown

On 4/14/24

County Jail 3, Days was below minimum.

Reason(s) below minimum:

Off-Wards

MEH

Sick Leaves

PTO

Details

Staff Injury

Other (describe):

Lockdown Level:

1

2

3

4

Hours of lockdown:

Activities canceled:

In-Pod Programs

Facility Clinic Appointments

Recreation

Ad Sep/Lock-Up showers

Phone time

Exercise

Ed. Corridor Activities

Visits (type)

Other:

Mitigating Actions:

In-Pod Medical/Psych Visits

1-on-1 Program Meetings

Small Group Program Meetings

Singular Access to phone

Tablets

Other:



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 15, 2024

Ref: CJ1-24-055

To: Captain W. Kelleher #1499

From: Sgt. B. Mercado #1982

Re: Watch Starting Below Minimum

On Monday, 04/15/2024, at 0700 hours San Francisco County Jail #1 started (-2) below minimum staffing. CRWU informed San Francisco County Jail #1 that the Global Draft had been exhausted.

CC:

Chief Deputy L. Adams

Captain W. Kelleher

County Jail #1 Supervisors



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 15, 2024

Ref: CJ1-24-055

To: Captain W. Kelleher #1499

From: Sgt. B. Mercado #1982

Re: Watch Starting Below Minimum

On Monday, 04/15/2024, at 0700 hours San Francisco County Jail #1 started (-2) below minimum staffing. CRWU informed San Francisco County Jail #1 that the Global Draft had been exhausted.

CC:

Chief Deputy L. Adams

Captain W. Kelleher

County Jail #1 Supervisors



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 01/23/2024

REF: CJ1-24-023

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -1 Day Watch

On Tuesday, 01/23/2024, at 0700 hours County Jail #1 started the Day Watch (-1) below minimum staffing. Two County Jail#1 Deputies were detailed to CJ#3 assist.

CC:

Chief Deputy L. Adams

Captain W. Kelleher

CJ1 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 1/16/24

Ref: CJ1-24-010

To: CRWU

Fr: Sgt. Parks #2098

Re: Watch Starting Below Minimum

On Tuesday, 1/16/24 the day watch at CJ #1 had 3 deputies on PTO and 2 deputies on DP. The watch began -2 below minimum with 5 deputies assigned (including 2 deputies escorting incarcerated persons receiving care at ZSFG), 3 deputies working voluntary overtime, and 5 deputies detailed in to assist. The watch went -5 at 1100 hours due to partial details and OT and was scheduled to go -6 at 1400 hours due to partial OT.

3 assigned supervisors were detailed away and the watch began -1 supervisor with one supervisor detailed in to assist.

The additional electronic documentation requirement has been completed.

CC:

Chief Adams

CJ #1 Supervisors

MSA President Rodriguez

DSA President Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: April 26, 2024

REF: CJ1-24-063

To: Central Records and Warrants Unit (CRWU)

Fr: Lt. E. Luquin #1815

RE: Start of Watch Below Minimum Staffing Level- Midnight Watch

On Thursday, 04/25/2024, at 2300 hours County Jail #1 (CJ#1) started the 04/26/2024 Midnight Watch (-3) below minimum staffing. CRWU informed the CJ#1 off going watch that the Global Draft had been exhausted.

CC:

Chief Deputy L. Adams

Captain W. Kelleher

CJ1 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

To:

Date:

From:

Ref:

Re: Watch Below Minimum / Facility Lockdown

On

was below minimum.

Reason(s) below minimum:

Off-Wards

MEH

Sick Leaves

PTO

Details

Staff Injury

Other (describe):

Lockdown Level:

1

2

3

4

Hours of lockdown:

Activities canceled:

In-Pod Programs

Facility Clinic Appointments

Recreation

Ad Sep/Lock-Up showers

Phone time

Exercise

Ed. Corridor Activities

Visits (type)

Other:

Mitigating Actions:

In-Pod Medical/Psych Visits

1-on-1 Program Meetings

Small Group Program Meetings

Singular Access to phone

Tablets

Other:



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/29/2024

Ref: CJ3-24-0051

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum at County Jail #3

On Monday, January 29, 2024, I was on duty assigned to County Jail #3 as the Supervisor at County Jail 3. At 0700 hours, we were minus 7 deputies at start of watch.

I ordered that the Lower Pods conduct regular operations and that the upper pod population be unlocked for half tier walks and then secured during staff during staff meal breaks.

At 1030 hours County Jail #3 received 3 additional deputies from the swing shift's oncoming watch and had planned on opening up the upper levels for normal operations. At 1042 hours an incident occurred within the facility that required the assembly of a SORT Team and utilized all available staff for scene security and de-escalation efforts. The incident concluded without incident.

According to CRWU there were no additional staff available to detail to County Jail 3.

Legal / Video visit / Medicals / Sunlight (outside air) / Recreation / Etc. all conducted.

Thank You

Sgt Lawsha 1526



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/20/2024

Ref: CJ3-24-0152

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum / Lock Down

On Wednesday, March 20, 2024, I was on duty and assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0645 hours, CJ#3 was minus 15 deputies at start of watch.

At 0700 hours County Jail 3 received two volunteer deputies making the watch minus 13.

At 0800 hours County Jail 3 received two deputies detailed from the K9 and Fleet Units making the watch minus 11.

At 1230 hours we received a volunteer from the swing shift to bring the watch to minus 10.

According to CRWU there were no additional staff available to detail to County Jail 3. The facility remained locked down. We were able to conduct showers/sunlight walks/ legal visits / In person visits (community) and tablet/phone/television use on the upper and lower levels. We were unable to conduct education due to staffing levels.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/07/2023

Ref: CJ3-24-006

To: Captain Quanico

From: Sgt. J. Lawsha 1526

Re: Partial Lockdown

On Sunday, January 07, 2023, I was on duty assigned to County Jail #3 as the Watch Commander and Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 7 deputies. At 1100 hours we lost an additional 3 staff members but gained an additional 3 staff members from the 1100-2300 shift to keep us at 7 below. According to CRWU there were no available staff to detail to County Jail 3. During staff meal breaks we secured custodies in their cells on the upper level and lower level. Aside from the above times we were able to conduct full operations (sunlight, legal interviews, in person visiting, medical, etc.). The lockdown ended at 1500 hours.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/08/2023

Ref: CJ3-24-009

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Monday, January 08, 2023, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 8 deputies at start of watch. We received 4 deputies from CJ #2 (12 hour shift) to place us at 4 below at 0730 hours.

At 1100 hours we lost the 4 CJ#2 deputies and an additional 4 hour Overtime Volunteer from Midnight Shift, putting us at 9 below. By 1200 hours we received 4 Swing Watch volunteers to bring us to 5 below.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct full operations (sunlight, legal interviews, in person visiting, medical, etc.).



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/09/2024

Ref: CJ3-24-0010

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Tuesday, January 09, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 11 deputies at start of watch. We received a total of 4 deputies. One deputy from Sheriff's Patrol Unit, one deputy from Community Programs, one deputy from the Classifications Unit and one deputy from Administration to place us at 7 below at 0800 hours.

At 1000 hours we gained 2 volunteer deputies from swing shift to place the watch at 5 below.

At 1100 hours we gained 2 12 hour shift deputies (1100-2300 hours) to place the watch at 3 below.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct full operations (sunlight, legal interviews, in person visiting, medical, etc.).



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/10/2024

Ref: CJ3-24-0012

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Wednesday, January 10, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 7 deputies at start of watch. We received a detailed deputy from the Classifications Unit to place us at 6 below at 0730 hours.

At 1000 hours we gained 1 volunteer deputy from midnight shift to place the watch at 5 below.

At 1100 hours we gained 1 12 hour shift deputy (1100-2300 hours) to place the watch at 4 below.

At 1200 hours we gained 1 volunteer deputy from swing shift to place the watch at 3 below.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct full operations (sunlight, legal interviews, in person visiting, medical, etc.).



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/24/2024

Ref: CJ3-24-038

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Wednesday, January 24, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 20 deputies at start of watch.

At approximately 0800 CJ#3 received:

5 deputies from the Backgrounds Unit

3 deputies from the Sheriff's Patrol Unit

2 deputies from the Community Programs Unit

2 deputies from the Fleet Unit

Bringing the watch to 8 below minimum.

At 1100 hours we gained 2 12 hour shift deputy (1100-2300 hours) to place the watch at 6 below.

At 1130 hours we gained 1 volunteer deputy from Swing shift to place the watch at 5 below.

At 1200 hours we gained 1 volunteer deputy from Swing shift to place the watch at 4 below.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct half tier walks and programming on the upper level and Administrative Separation walks/shower/etc. on the lower level. Sunlight, legal interviews, in person visiting, medical were conducted for the facility.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/25/2024

Ref: CJ3-24-0045

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, January 25, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 8 deputies at start of watch.

At approximately 0800 CJ#3 received 2 deputies from the Records Unit bringing the facility to minus 6.

At 1100 hours we gained 3 volunteer deputies from Swing shift to place the watch at 3 below.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks and programming on the upper level and Administrative Separation walks/shower/etc. on the lower level. The upper level was only locked down for staff breaks and opened at the conclusion of breaks.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/28/2024

Ref: CJ3-24-0048

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum at County Jail #3

On Sunday, January 28, 2024, I was on duty assigned to County Jail #3 as the Supervisor at County Jail 3. At 0700 hours, we were minus 10 deputies at start of watch.

Chief Adams canceled in person visiting for the dayshift. Video visits operated normally for the facility.

I ordered that the Lower Pods conduct regular operations and that the upper pod population be locked in during staff meal breaks.

At 1100 hours County Jail #3 dropped to 11 below minimum.

At 1200 hours we gained 3 volunteer deputies from Swing shift to place the watch at 8 below.

According to CRWU there were no additional staff available to detail to County Jail 3.

Legal / Video visit / Medicals / Sunlight (outside air) / Recreation / Etc. all conducted.

Thank You

Sgt Lawsha 1526



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 01/30/2024

Ref: CJ3-24-0053

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum and ½ Tier Walks at County Jail #3

On Tuesday, January 30, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 10 deputies at start of watch.

Shortly after 0700, we received information that CJ#3 would be receiving the following detailed deputies:

Deputy Gonzalez	K9 Unit
Deputy Isaac	Sheriff's Patrol Unit
Deputy Fox	Criminal Investigations Unit
Deputy Vigil	Criminal Investigations Unit

With additional staff detailed CJ#3 was 6 below minimum. I directed that the Lower Pods conduct regular operations and that the upper pod population be unlocked for half tier walks and then secured during staff during staff meal breaks.

According to CRWU there were no additional staff available to detail to County Jail 3.

Legal / Video visit / Medicals / Sunlight (outside air) / Programs / Recreation / Etc. all conducted.

Thank You

Sgt Lawsha 1526



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 02/01/2024

Ref: CJ3-24-0058

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, February 1, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 5 deputies at start of watch.

At 1000 hours County Jail 3 received one volunteer from swing watch to place the watch at minus 4.

At 1100 hours County Jail 3 gained 2 deputies from the 12 hour shift to place the watch at 2 below.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks on the lower level and programming on the upper level and Administrative Separation walks/shower/etc. on the lower level. All operations conducted normally.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 02/04/2024

Ref: CJ3-24-0069

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, February 4, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, we were minus 5 deputies at start of watch.

At 0900 hours County Jail 3 received one volunteer from swing watch to place the watch at minus 4.

At 1200 hours County Jail 3 received 2 deputies from swing watch to place the watch at minus 2.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks on the lower level and regular operations on the upper level and Administrative Separation visits/walks/shower/etc. on the lower level. All operations conducted normally.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 02/05/2024

Ref: CJ3-24-0070

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Monday, February 5, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, CJ#3 was minus 5 deputies at start of watch.

At 0900 hours County Jail 3 received one volunteer from swing watch to place the watch at minus 4.

At 1100 hours County Jail 3 received 2 deputies from the 12 hour shift to place the watch at minus 2.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks on the lower level and regular operations on the upper level and Administrative Separation visits/walks/shower/etc. on the lower level. All operations conducted normally until 1300 Security Search of 38B.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 02/07/2024

Ref: CJ3-24-0075

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Wednesday, February 7, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, CJ#3 was minus 5 deputies at start of watch.

At 0800 hours County Jail 3 received one detailed deputy from The Fleet Unit to place the watch at minus 4.

At 0900 hours County Jail 3 received one detailed deputy from The Administrative Unit to place the watch at minus 3.

At 1030 hours County Jail 3 received one detailed deputy from The Fleet Unit to place the watch at minus 2.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks on the lower level and regular operations on the upper level and Administrative Separation visits/walks/shower/etc. on the lower level. All operations conducted normally.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 02/08/2024

Ref: CJ3-24-0077

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, February 8, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, CJ#3 was minus 4 deputies at start of watch.

At 1000 hours County Jail 3 received one volunteer deputy from the Swing Shift to place the watch at minus 3.

At 1100 hours County Jail 3 lost one overtime deputy to place the watch at minus 4 again.

At 1200 hours County Jail 3 received one volunteer deputy from the Swing Shift to place the watch at minus 3.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks on the lower level and regular operations on the upper level and Administrative Separation visits/walks/shower/etc. on the lower level. All operations conducted normally.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/18/2024

Ref: CJ3-24-0146

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Monday, March 18, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3. At 0700 hours, CJ#3 was minus 10 deputies at start of watch.

At 1100 hours County Jail 3 received one deputy from the 12 hour Shift to place the watch at minus 9.

At 1100 hours County Jail 3 lost detailed two deputies to place the watch at minus 11.

At 1200 hours County Jail 3 received one volunteer deputy from the Swing Shift to place the watch at minus 10.

At 1300 hours County Jail 3 received three volunteers from the Swing Shift to place the watch at minus 7.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct walks on the lower level and regular operations on the upper level and Administrative Separation visits/walks/shower/Education/etc. on the lower level. All operations conducted normally with the exception of Pod Lock Downs for staff meal breaks.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/21/2024

Ref: CJ3-24-0155

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, March 21, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 6 deputies at start of watch.

At 1030 hours County Jail 3 detailed one deputy to assist watch minimums at CJ2 making the watch minus 7.

At 1200 hours we received two volunteers from the swing shift to bring the watch to minus 5.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct normal operations-walk times (half tiers)/showers/sunlight walks/JMS-JBHS pulls and legal visits on the upper and lower levels. We were also able to conduct education.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/25/2024

Ref: CJ3-24-0164

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Monday, March 25, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 9 deputies at start of watch.

At 1000 hours we received one volunteer from the swing shift to bring the watch to minus 8.

At 1300 hours we received one additional volunteer from the swing shift to bring the watch to minus 7.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits and sunlight walks on the upper and lower levels. We were also able to conduct a security search of 8A. See memorandum CJ3-24-163 for additional information.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/26/2024

Ref: CJ3-24-0167

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Tuesday, March 26, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 5 deputies at start of watch.

At 1000 hours we received one volunteer from the swing shift to bring the watch to minus 4.

At 1200 hours we received one additional volunteer from the swing shift to bring the watch to minus 3.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits and sunlight walks on the upper and lower levels. We were also able to conduct a security search of 1B.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/27/2024

Ref: CJ3-24-0171

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Wednesday, March 27, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 13 deputies at start of watch.

At 0800 hours we received 5 deputies from the backgrounds and 7D7L units, to bring the watch to minus 8.

At 0900 hours we received one volunteer from the swing shift to bring the watch to minus 7.

At 1200 hours we received one additional volunteer from the swing shift to bring the watch to minus 6.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits in person visits and sunlight walks on the upper and lower levels. We were also able to conduct a security search of 5A.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/28/2024

Ref: CJ3-24-0178

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, March 28, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 9 deputies at start of watch.

At 1000 hours we received one volunteer from the midnight shift to bring the watch to minus 8.

At 1200 hours we received one additional volunteer from the swing shift to bring the watch to minus 7.

At 1300 hours we received two additional volunteers from the swing shift to bring the watch to minus 5.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 04/01/2024

Ref: CJ3-24-0184

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Monday, April 1, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 7 deputies at the start of the watch.

At 0900 hours we received two volunteers from the midnight and Swing shifts to bring the watch to minus 5.

At 1100 hours we detailed three deputies to CJ 1 and lost two deputies on partial shift overtime (0700-1100). We did received three deputies from the 1100-2300 watch, bringing the watch to minus 7.

At 1200 hours we received two additional volunteers from the swing shift to bring the watch to minus 5.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 04/02/2024

Ref: CJ3-24-0186

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Tuesday, April 2, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0645 hours, CJ#3 was minus 6 deputies at the start of the watch.

At 0700 hours we detailed two deputies to CJ 1 making the watch minus 8.

At 1100 we received two additional deputies from the 1100-2300 watch, and lost one partial shift overtime bringing the watch to minus 7.

At 1200 hours we received one additional volunteer from the swing shift to bring the watch to minus 6.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 04/03/2024

Ref: CJ3-24-0188

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Wednesday, April 3, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 8 deputies at the start of the watch.

At 0800 hours we received one deputy detailed to us from the Background Unit to bring the watch minus 7.

At 0900 we received one additional deputy from the swing watch to bring the watch to minus 6.

At 1100 hours we received one additional deputy from the 1100-2300 shift to bring the watch to minus 5.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, in person community visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels and Annex.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 04/04/2024

Ref: CJ3-24-0189

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Thursday, April 4, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 8 deputies at the start of the watch.

At 0900 hours we received a volunteer deputy from the midnight shift to bring the watch to minus 7.

At 1030 hours we detailed 4 deputies to County Jail 2 in order to assist their watch, as they were 14 down. This brought the watch to minus 11.

At 1100 hours we received one deputy from the 1100-2300 watch to bring the watch minus 10.

At 1200 hours we received two additional deputies from the swing watch to bring the watch to minus 8.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels and yard times at the Annex.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 05/06/2024

Ref: CJ3-24-262

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Monday, May 06, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 5 deputies at the start of the watch.

At 0900 hours we lost an overtime deputy bringing the watch to minus 6.

At 1100 hours we gained one deputy from the 12 hour team. This brought the watch to minus 5.

At 1300 hours we received two deputies from the swing watch to bring the watch minus 3.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels and yard times at the Annex.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 05/07/2024

Ref: CJ3-24-265

To: Captain Quanico 1429

From: Sgt. J. Lawsha 1526

Re: Below Minimum

On Tuesday, May 07, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor at County Jail 3 on dayshift. At 0700 hours, CJ#3 was minus 4 deputies at the start of the watch.

At 1100 hours we lost an overtime deputy hours and we gained one deputy from the 12 hour team. Keeping the watch at minus 4.

At 1200 hours we received one deputy from the swing watch to bring the watch minus 3.

According to CRWU there were no additional staff available to detail to County Jail 3. We were able to conduct legal visits, JMS and JBHS services, walk times, showers, free time, programing and sunlight walks on the upper and lower levels and yard times at the Annex.



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: February 27, 2024

Ref: CJ3-24-119

To: CRWU

Fr: Lt. L. Bui #1972

Re: Watch Starting Below Minimum & Partial Lockdown

On Tuesday, February 27, 2024, I was on duty as the Day Shift Watch commander at County Jail #3. CJ3 was 4 deputies below minimum staffing at the start of the watch (SOW). CJ3 detailed 3 deputies to CJ2 at 1030 hours. This resulted with CJ3 being -7 deputies. Captain Quanico announced in muster that GP pods would lock down for lunch reliefs except program pods. Lower Tier had out of cell time from 0800-0930 hours. Pod Clean-Up from 0930-1000 hours. Upper Tier had out of cell time from 1000-1100 hours.

Medicals and legals were normal operations.

CC:

Chief Adams

Captain Quanico

DSA President Lomba

MSA President Adams



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: February 28, 2024

Ref: CJ3-24-114

To: CRWU

Fr: Lt. L. Bui #1972

Re: Watch Starting Below Minimum & Facility Lockdown

On Wednesday, February 28, 2024, I was on duty as the Day Shift Watch commander at County Jail #3. CJ3 was 6 deputies below minimum staffing at the start of the watch (SOW) after detailing 4 deputies to CJ2. At 1100 hours, CJ3 would be 7 deputies below minimum staffing.

CJ3 conducted a fire drill/evacuation of Pod 1B lower tier and civilian staff on the lower level. Deputized staff was allocated to the briefing, drill and after action meeting until 0845 hours. The facility lockdown was lifted at 0815 hours. 4 deputies were assigned to community visiting at 1230 hours.

I informed GP pod deputies of the out of cell schedule for the day. Upper Tier had out of cell time from 0800-1100 hours. Lower Tier had out of cell time from 1100-1300 hours.

Medicals and legals were normal operations.

CC:

Chief Adams

Captain Quanico

DSA President Lomba

MSA President Adams



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 03/08/24

Ref: CJ3-24-135

To: CRWU

From: Lt. L. Bui #1972 *LB*

Re: Watch Starting Below Minimum/Lockdown

On Friday, March 8, 2023, I was on duty assigned to County Jail #3 as the Watch Commander. CJ3 would detail 1 deputy to CJ2 at the start of watch, at which point CJ3 would be 7 deputies below minimum staffing. At 1100 hours, CJ3 would be 9 deputies below minimum staffing. During staff lunches in pods 5 and 7, the pods would be locked in. Pods 6 and 8 continued to offer out of cell time during staff lunches. The jail was normal operations to include medical and legal.

CC: Chief Adams

Captain J. Quanico #1429

CJ#3 Supervisors

MSA President Rodriguez

DSA President Lomb



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: March 14, 2024

Ref: CJ3-24-140

To: CRWU

Fr: Lt. L. Bui #1972

Re: Watch Starting Below Minimum

On Thursday, March 14, 2024, I was on duty as the Day Shift Watch commander at County Jail #3. CJ3 was 7 deputies below minimum staffing at the start of the watch (SOW). At 1100 hours, CJ3 would be 8 deputies below minimum staffing after detail 2 deputies to CJ2.

Medicals and legals were normal operations. General Population Pods 5 and 7 locked in for 2 hours during staff lunch breaks. Pod 6 locked in for 1 hour for staff lunch breaks. Pod 8 did not lock in during staff lunch breaks.

CC:

Chief Adams

Captain Quanico

DSA President Lomba

MSA President Adams



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: February 9, 2024

Ref: CJ3-24-079

To: CRWU

Fr: Lt. L. Bui #1971

Re: Watch Starting Below Minimum & Partial Lockdown

On Friday, February 9, 2024, I was on duty as the Day Shift Watch commander at County Jail #3. CJ3 was scheduled to be 1 deputy below minimum staffing at the start of the watch (SOW). CJ3 detailed 3 deputies to CJ1 and 1 to CJ2 at the SOW. This resulted with CJ3 being -6 deputies. At 1100 hrs, CJ3 would detail 4 deputies to CJ2 at which point, CJ3 would be 8 deputies below minimum staffing. ITSS detailed a supervisor to assist with the Annex and cover the Annex control room lunch break.

Recreation, outdoor sunshine, out of cell time, medicals and legals were normal operations. During staff lunches, the general population housing units locked in if there was only one deputy assigned to monitor both A and B side pods.

CC:

Chief Adams

Captain Quanico

DSA President Lomba

MSA President Adams



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 2/16/2024

Ref: CJ3-23-095

To: CRWU

From: Lt. L. Bui #1972 *LB*

Re: Watch Starting Below Minimum/Lockdown

On Friday, February 16, 2023, I was on duty assigned to County Jail #3 as the Acting Facility Commander. CJ#3 detailed 4 deputies to CJ#2 at the start of the shift. County Jail # 3 would be 6 deputies below minimum. At 1100 hours, CJ#3 would be 9 deputies below minimum. 3 individuals were scheduled to leave the facility at 1100 hours. Three individuals were expected to arrive from the detail to training at 1200 hours at which point CJ#3 would be 6 below minimum.

The Annex currently does not have running hot water. In order to meet title 15 regulations, Operation Annex Showers was conducted on the dayshift and concluded at 1005hrs. The operation required the movement of 22 individuals from the Annex to Pod 1 A/B to conduct showers.

The following adjustments were made to normal operations schedule to ensure safety and security.

- General Population Pods – Split Tiers. One level out at a time for out of cell time.
- During staff meal breaks, general population pods locked in.
- Pos 1 A/B was locked in during Operation Annex Showers.

CC:

Chief Adams

Captain J. Quanico #1429

CJ#3 Supervisors

MSA President Rodriguez

DSA President Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 03/16/2024

REF: CJ3-24-143

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -5 Day Watch

On Saturday March 16, 2024, at 2300 hours County Jail #3 started the Midnight Watch (-5) below minimum staffing. CRWU informed the CJ#3 off going watch that the Global Draft had been exhausted. Four Deputized staff were drafted internally and One Deputized staff were detailed to help out County Jail#2 at 2300 hours.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ3 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 03/10/2024

REF: CJ3-24-137

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -7 Day Watch

On Sunday March 10, 2024, at 0700 hours County Jail #3 started the Day Watch (-7) below minimum staffing. CRWU informed the CJ#3 off going watch that the Global Draft had been exhausted. Three Deputized staff were detailed to help out County Jail#2 at 0700 hours.

Recreation, outdoor sunshine and out of cell time, parent child visits, medical and legal were normal operations.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ3 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 02/25/2024

REF: CJ3-24-111

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -5 Day Watch

On Sunday, 02/25/2024, at 0700 hours County Jail #3 started the Day Watch (-5) below minimum staffing. CRWU informed the CJ#3 off going watch that the Global Draft had been exhausted. Seven Deputized staff were detailed to help out County Jail#2 at 0700 hours. Two Deputized staff were detailed to County Jail#2 at 1100 hours.

Recreation, outdoor sunshine and out of cell time, parent child visits, medical and legal were normal operations. During staff lunches, the housing units locked in if there was only one deputy assigned to monitor both A and B side pods.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ3 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 01/21/2024

REF: CJ3-24-027

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Start of Watch below Minimum Staffing Level -9 Day Watch

On Sunday, 01/21/2024, at 0700 hours County Jail #3 started the Day Watch (-9) below minimum staffing. CRWU informed the CJ#3 off going watch that the Global Draft had been exhausted.

Recreation, outdoor sunshine and out of cell time, parent child visits, medical and legal were normal operations. During staff lunches, the housing units locked in if there was only one deputy assigned to monitor both A and B side pods.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ1 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

DATE: 02/17/2024

REF: CJ3-24-097

To: Central Records and Warrants Unit (CRWU)

Fr: Sgt. K. De Jesus #1946

RE: Level 4 Lockdown

On Saturday, 02/17/2024, I was assigned as the Watch Commander at County Jail #3 on the day watch (0700-1500). At 0700 hours County Jail #3 started the watch at -16 deputies below minimum staffing. Five deputies were sent to County Jail #2 and one deputy to County Jail #1. One pod deputy were assigned to monitor both A and B side pods and movement deputies assisted.

In accordance with SFSO Policy 400, County Jail #3 was on Level 4 Lockdown at 0700 hours. Deputies were advised at 0645 hours that the facility would lock down, however, limited medical and legal movement would continue. Recreation was suspended but other title 15 rights are afforded. Sunlight and rolling phones are offered. The lock down ended at 1500 hours.

CC:

Chief Deputy L. Adams

Captain J. Quanico

CJ3 Supervisors

MSA President E. Rodriguez

DSA President K. Lomba



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 1/19/2024

Ref: CJ3-24-025

To: Captain Quanico

From: Sgt. Mankin-Rice #1918 *JR*

CJ3 Day Watch – Administrative Supervisor

Re: Day Watch Lockdown - County Jail #3

On Friday, January 1, 2024, I was on duty assigned to County Jail #3. At the start of the watch including two internal drafts and one detail from 7L CJ3 was minus 7 deputies. At 1100 hours CJ3 was minus five deputies with 3 deputies coming in at 1000 hours and one MEH. At 1200 hours CJ3 was minus two deputies for the duration of day watch.

Recreation, outdoor air/sunshine and out of cell time was conducted for all pods. Medicals and Legals resumed normal operations. The education corridor is closed at this time until further notice per Captain Quanico and Programs staff. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 3/22/2024

Ref: CJ3-24-157

To: Captain Quanico #1420

From: Sgt. Mankin-Rice #1918 *JM*

CJ3 Day Watch – Watch Commander

Re: Day Watch Below Min - County Jail #3

On Friday, March 22, 2024, I was on duty assigned to County Jail #3 as the Watch Commander. At the start of the watch, including three internal drafts and 1 detail from 7L, CJ3 was minus 8 deputies. At 1100 hours CJ3 was minus 6 deputies with two deputies leaving at 1100, two deputies coming in on overtime by 1100 hours and two deputies coming in at 1100 to 2300 hours. CJ3 was minus 4 for the duration of the watch with 2 deputies coming in at 1300 hours.

Recreation, outdoor air/sunshine, education corridor and out of cell time was offered and conducted for all pods. Upper housing units were conducted at half tier free time. Medicals and Legals resumed normal operations. The education corridor was closed for the afternoon. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: March 24, 2024

Ref: CJ3-24-160

To: Captain J. Quanico #1429

From: Lieutenant K. Ng #2099

Re: County Jail 3 Swings - Reduced Out of Cell Time

On Sunday, March 24, 2024, County Jail 3 Swing watch started the watch with -8 deputies and had to reduce the out of cell times for Pod 1A, Pod 2B and all upper level pods.

The above listed pods had at least 45 minutes of out of cell time. We conducted out of cell time by offering it to 6 cells at a time, starting with the upper level first. The upper level pods had to lock down and self-relieved each other for their meal breaks.

All ad-sep scheduled phone/shower/out of cell time were completed without issue.

CC:

County Jail 3 Supervisors



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 4/8/2024

Ref: CJ3-24-206

To: Captain Quanico #1420

From: Sgt. Mankin-Rice #1918 *JR*

CJ3 Day Watch – Watch Commander

Re: Day Watch Below Min - County Jail #3

On Monday, April 8, 2024, I was on duty assigned to County Jail #3 as the Watch Commander. At the start of the watch, including one internal draft, CJ3 was minus eight deputies. At 1100 hours CJ3 was minus nine deputies with four deputies on overtime until 1100 hours leaving at 1100 and three deputies coming in at 1100 to 2300 hours. CJ3 was minus ten for the duration of the watch with one more deputy leaving at 1300 hours.

Recreation, outdoor air/sunshine and out of cell time was offered and conducted for all pods. All GP housing units were conducted at half tier free time. Medicals resumed priority medicals only due to JHS being short staffed and Legals resumed normal operations. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 15, 2024
Ref: CJ3-24-222

To: Captain J. Quanico #1429
From: Lieutenant K. Ng #2099
Re: County Jail 3 Swing Watch – Started Below Minimum

On Sunday, April 14, 2024, County Jail 3 Swing Watch started the watch with -8. The jail was already on lockdown per Chief Adam's #1166 memo (CCD 24-009LEA).

CJ3 Swings facilitated showers and phones for all general population pods. Administrative-separation and lock up pods conducted normal operations as usual and legal interview were still conducted.

Due to the lack in staffing, I helped escort inmates to legal interviews, delivered dinner trays, retrieved and passed out toilet paper to housing units and conducted a relief in the control room.

CC:

DSA President
MSA President
County Jail 3 Supervisors



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: April 21, 2024
Ref: CJ3-24-235

To: Captain J. Quanico #1429

From: Lieutenant K. Ng #2099

Re: County Jail 3 Swing Watch – Started Below Minimum & Lockdown

On Sunday, April 21, 2024, County Jail 3 Swing Watch started the watch with -9. The jail was placed on lockdown due to the lack in staffing.

Phones were made available to the inmates on Day Watch so Swing Watch offered tablets and showers to all general population pods. Ad-sep and lock up pods maintained their regular schedule. Normal operations in the Annex.

CC:

DSA President
MSA President
County Jail 3 Supervisors



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 4/29/2024

Ref: CJ3-24-252

To: Captain Quanico #1420

From: Sgt. Mankin-Rice #1918 *JR*

CJ3 Day Watch – Watch Commander

Re: Day Watch Below Min/ Lockdown 6A/8B- County Jail #3

On Monday, April 29, 2024, I was on duty assigned to County Jail #3 as the Watch Commander. At the start of the watch, including three internal drafts, CJ3 was minus six deputies. At 1100 hours CJ3 was minus six deputies with two deputies on overtime until 1100 hours leaving at 1100 and two deputies coming in at 1100 to 2300 hours.

Recreation, outdoor air/sunshine and out of cell time was offered and conducted for all eligible pods. All eligible GP housing units were conducted at half tier free time, with the exception of Pod 8B. Pod 8B was on continued lockdown from the assault on staff incident that took place on 4/28/24, but offered Title 15 necessities. Medicals and legal interviews resumed normal operations. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 4/30/2024

Ref: CJ3-24-255

To: Captain Quanico #1420

From: Sgt. Mankin-Rice #1918 *JR*

CJ3 Day Watch – Watch Commander

Re: Day Watch Below Min/ Lockdown 6A/8B- County Jail #3

On Tuesday, April 30, 2024, I was on duty assigned to County Jail #3 as the Watch Commander. At the start of the watch, including four internal drafts, 1 last minute volunteer and 1 FOD detail to Front Gate, CJ3 was minus five deputies. At 1100 hours CJ3 was minus five deputies with three deputies on overtime until 1100 hours leaving at 1100 and two deputies coming in at 1100 to 2300 hours. CJ3 was minus two for the duration of the watch with three deputies on overtime starting at noon.

Recreation, outdoor air/sunshine and out of cell time was offered and conducted for all eligible pods. All eligible GP housing units were conducted at half tier free time, with the exception of Pods 6A and 8B. Pod 8B was on continued lockdown from the assault on staff incident that took place on 4/28/24, but offered Title 15 necessities. 6A programs was cancelled due to an argument that ensued between two inmates. 6A to continue normal operations on Swings. Medicals and legal interviews resumed normal operations. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 5/1/2024

Ref: CJ3-24-256

To: Captain Quanico #1420

From: Sgt. Mankin-Rice #1918 *JR*

CJ3 Day Watch

Re: Day Watch Below Min- County Jail #3

On Monday, April 29, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor. At the start of the watch, including three internal drafts and CJ3 was minus four deputies. At 1100 hours CJ3 was minus six deputies with three deputies on overtime leaving by 1100 hours and one deputy coming in at 1100 to 2300 hours.

Recreation, outdoor air/sunshine and out of cell time was offered and conducted for all eligible pods. All eligible GP housing units were conducted at half tier free time after inspection was completed. Medicals and legal interviews resumed normal operations. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Office

INTER-OFFICE CORRESPONDENCE

Date: 5/2/2024

Ref: CJ3-24-257

To: Captain Quanico #1420

From: Sgt. Mankin-Rice #1918 *JR*

CJ3 Day Watch

Re: Day Watch Below Min- County Jail #3

On Thursday, May 2, 2024, I was on duty assigned to County Jail #3 as the Administrative Supervisor. At the start of the watch, including two internal drafts and CJ3 was minus seven deputies. At 1100 hours CJ3 will be minus nine deputies with two deputies on overtime leaving by 1100 hours and zero deputies coming in at 1100 to 2300 hours.

Recreation, outdoor air/sunshine and out of cell time was offered and conducted for all eligible pods. All eligible GP housing units were conducted at half tier free time. Medicals and legal interviews resumed normal operations. During staff lunches housing stayed locked in where there was only one deputy to do relief.

CC:

Chief Adams

CRWU



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 20 JAN 2024
Ref: CRU 24-005

To: Chief Deputy L. Adams #1166, Custody Operations Division

Fr: Sergeant B. Davis #1674, Central Records Unit

Re: CRW Start of Watch below Minimum

On Saturday Jan. 20, 2024, the CRWU Swing Watch started **One Deputy and One Supervisor below minimum**. There were no CRWU Day Watch staff available to draft.

Cc:
Captain Kelleher
Lieutenant Conti
CRW Supervisors
DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 20 JAN 2024
Ref: CRU 24-006

To: Chief Deputy L. Adams #1166, Custody Operations Division

Fr: Sergeant B. Davis #1674, Central Records Unit

Re: CRW Start of Watch below Minimum

On Sunday Jan. 21, 2024, the CRWU Midnight Watch started **One Deputy below minimum**. There were no CRWU Swing Watch staff available to draft.

Cc:
Captain Kelleher
Lieutenant Conti
CRW Supervisors
DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 20 JAN 2024

Ref: CRU 24-007

To: Chief Deputy L. Adams #1166, Custody Operations Division

Fr: Sergeant B. Davis #1674, Central Records Unit

Re: CRW Start of Watch below Minimum

On Sunday Jan. 21, 2024, the CRWU Day Watch started **One Deputy below minimum after drafting 1 Midnight Deputy**. There were no additional CRWU Midnight Watch staff available to draft.

Cc:

Captain Kelleher

Lieutenant Conti

CRW Supervisors

DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: January 28, 2024

Ref: #CRU-24-009

To: Chief Adams

From: Sgt. B. Davis #1674

Re: CRW Start of Watch Below MINIMUM

On Sunday, January 28, 2024, the Midnight watch at CRW started one deputy and 1 supervisor below minimum due to the needs of Global Staffing within COD. I detailed one deputy to CJ2 and myself to CJ3 for partial shifts.

CC:

Chief Adams

Capt. Kelleher

CRW Supervisors

DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: January 28, 2024

Ref: #CRU-24-010

To: Chief Adams

From: Sgt. B. Davis #1674

Re: CRW Start of Watch Below MINIMUM

On Sunday, January 28, 2024, the Swing shift at CRW started one deputy and one supervisor below minimum due to the CRWU's use of approved PTO.

CC:

Chief Adams

Capt. Kelleher

CRW Supervisors

DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: January 29, 2024

Ref: #CRU-24-011

To: Chief Adams

From: Sgt. B. Davis #1674

Re: CRWU Start of Watch BELOW MINIMUM

On Monday, January 29, 2024, the Midnight watch started one deputy below minimum due to the needs of Global Staffing within COD and approved PTO within CRWU. I detailed one Deputy to CJ2 for the full shift.

CC:

Capt. Kelleher

CRWU Supervisors

DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: April 28, 2024

Ref: #CRU-24-040

To: Chief Adams

From: Sgt. B. Davis #1674

Re: CRWU Start of Watch Below Minimum

On Sunday, April 28, 2024, the Midnight Watch started one deputy below minimum. Global staffing needs necessitated two deputies detailed to CJ2, and only one deputy was draftable from Swing Shift.

CC:

Capt. Sanford

Sgt. Oliver

CRWU Supervisors

DSA President Lomba



San Francisco Sheriff's Department

INTER-OFFICE CORRESPONDENCE

Date: 30 March 2024

Ref: CRU 24-034

To: Chief Adams

Fr: Sr. Deputy S. Rodriguez #1380

Re: CRWU start of Watch Below Minimum

On Saturday, March 30, 2024, the Swing Watch started one deputy below minimum. Three deputies were on PTO and/or at training along with one deputy on overtime. Zero day shift deputies were eligible for the draft.

CC:

Capt. Kelleher
CRWU Supervisors
DSA President Lomba