

Seal Beach Detention Center "Pay to Stay" Minute Order Language

Seal Beach Detention Center requires a final minute order written in Seal Beach language to be submitted before check-in. The final minute order must be a minute order drafted by your attorney or public defender that contains all of your court obligations and Seal Beach conditions, that must be signed and stamped by the judge of your assigned court handling your case. Please have your attorney draft the minute order customized to you in regards to: programs, classes, probation etc. The minute orders need to be as detailed as possible in regards to work schedules and addresses, specifying the breakdown of your good time / work time and jail credit if applicable. Any changes that need to be made in regards to your court obligations will require your attorney to draft a revised version of the final minute order and have it signed and stamped by the judge of your assigned court handling your case.

Here is an example of the language required for submission:

*It is hereby ordered that the defendant be allowed, should he qualify to serve his jail commitment at the Seal Beach Detention Center.

*The defendant is granted good time / work time credit should it be granted by the Seal Beach Detention Center. (Specify good time breakdown such as: day for day, etc. and include jail credit)

The defendant may participate in the Seal Beach Detention Center Work Furlough Program. (However Seal Beach will only allow a 6 day work week, you MUST have at least one off day per week)

The defendant will be allowed to leave the detention center on the following days; ex: Monday – Friday between the hours of 8am to 5pm, with SBDC to include travel time. The defendant will be allowed to travel to various locations throughout Orange County for work purposes only. The defendant must provide the detention staff with a valid verifiable work schedule on company letterhead during the preceding weeks.

The defendant participating in the work furlough program must wear the GPS anklet provided by the detention center during the duration of his confinement.

*The defendant will be responsible for all cost associated with confinement at the Seal Beach Detention Center. If for any reason the defendant violates and is taken off of work furlough he is still expected to be prepared to continue his program as a pay to stay inmate. If the defendant cannot afford to continue the program and has to be transferred to Orange County Jail or be released early due to non-payment the certificate of completion will not be released and all previous funds are forfeited.

*If the defendant violates any of the rules or provisions of the Seal Beach Detention Center, he will be subject to immediate return to the Orange County Jail and forfeit all funds paid to date.

Note: Everything marked with an asterisk MUST be in your minute order verbatim, if you are on furlough status the remaining information with no asterisk must be customized to your individual circumstance. The information provided above is examples only.

Seal Beach Police Department Detention Center

Work Furlough Guidelines and Restrictions

Work furlough means that you will be enrolled in the Seal Beach P.D. Pay to Stay Program and will be allowed to leave the facility for the sole purpose of attending work and/or school. The judge in your case has given you the opportunity to complete your commitment in this capacity. In addition to the rules and parameters that were set up by the judge the following rules will apply to you and will strictly be enforced. Please initial each procedure after you have read it:

- _____ 1. You must wear the GPS anklet at all times during the duration of your confinement.
- _____ 2. When you are released for work/school, you are to travel directly to your work/school location.
- _____ 3. You are to return directly back to the facility immediately following your work/school day.
- _____ 4. If your work/school day ends early you must return to the facility for the duration of the day.
- _____ 5. Traveling to locations other than work/school or pre-arranged locations are prohibited.
- _____ 6. In the event of an emergency (ie: accident or an unexpected circumstance, you need to call the officer on duty to inform them of the situation.

- _____ 7. Make every attempt to arrive five to ten minutes prior to your check in time.
- _____ 8. All payment arrangements need to be pre-arranged before going to City Hall to make a payment.
- _____ 9. Any changes to your furlough guidelines MUST meet the approval of your Judge and will require a modified minute order that MUST be approved by Seal Beach before any changes take effect.

- _____ 10. Violations of furlough parameters set by the Judge will garner punishment up to and including the possibility of a reduction in good time/ work time, loss of work privileges or dismissal from the program entirely. This may result in your immediate return to court or to the Orange County Jail.

- _____ 11. You are only allowed to drive if you have a valid driver's license and the vehicle in your possession is properly registered and insured. Any other means of transportation MUST be reported to Seal Beach staff.

- _____ 12. You are to consume NO ALCOHOLIC BEVERAGES AND/OR INTOXICATING substances what so ever prior to checking into Seal Beach Detention Center, while incarcerated here at Seal Beach Detention Center or while released for your work and/or school furlough, other than prescribed medications given to you by a licensed physician that is approved by both the Detention Center Nurse and Supervisor.

- _____ 13. If your GPS anklet vibrates or sounds an alarm, you MUST call the detention center immediately.
- _____ 14. GPS chargers MUST be checked out and returned daily. (An hour and half daily charge will suffice)
- _____ 15. GPS equipment MUST be returned in the same condition it was issued upon release. If equipment is damaged, altered or lost an equipment replacement fee will be assessed and will be expected to be paid immediately. If replacement fees are not paid you will NOT receive your certificate of completion until payment has been received.

- _____ 16. You MUST follow all rules and conditions set for you by Seal Beach, The Court and Probation.

Inmate Name: _____ Signature: _____

Witnessed By: _____ Case# _____ Date: _____

Seal Beach Detention Center

Medical tests to be completed prior to admission to the Seal Beach Detention Center:

The following tests MUST be completed by your health care professional before you will be allowed to serve your time here at the Seal Beach Detention Center. These tests can be done by your own physician or at any clinic of your choosing. Be sure to schedule the tests within 2-3 weeks prior to your check-in date and allow enough time for the results to be returned to you. Submit your test results as soon as you receive them via fax or email prior to your check-in date for processing. All tests must be negative or within normal ranges or your entry may be denied. Failure to bring your test results will result in denial of entry into the facility.

- **PPD for Tuberculosis (Taken and Read before check-in)** Chest x-ray needed for prior positive tests. This means if you have ever had a positive test or have tested positive currently, you will need to have an x-ray taken and provide us with the diagnosis of the x-ray.
- RPR for STD
- CBC (complete blood count)
- H.I.V. test
- Hepatitis Panel
- Complete Physical Exam (including blood pressure)
- Lice Screening

Note: If you have severe medical problems or need a special diet due to your medical condition you must disclose that information to our staff during the interview process.

SEAL BEACH POLICE DEPARTMENT
Seal Beach Detention Center
SENTENCED INMATE PERSONAL POSSESSION LIMITATIONS

- Hygiene items, bedding and uniforms will be provided.
 - All items are subject to review and any item may be rejected. Rejected items will be held in safe keeping and returned upon completion of sentence or transfer to another facility.
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Inmates Should Bring the Following Items: (include what your wearing)

- _____ undershirts/ t-shirts, plain- no graphics (7)
- _____ socks (7)
- _____ underwear briefs or boxers (7)
- _____ pair of shorts (1)
- _____ sweatpants (1)
- _____ sweatshirt (1)
- _____ pair of closed toe shoes, tennis shoe style (1)
- _____ pair of shower shoes (1)

Inmates May Bring the Following Items:

- _____ ring, wedding, plain band, no stones (1)
- _____ **NO electronics: Including cell phones**, (AM /FM radio available in commissary)
- _____ shaving bag (1) (EMPTY)
- _____ paper/hardcover books (maximum of 5 in your possession)
- _____ magazines (maximum of 5 in your possession)
- _____ pair of eyeglasses (1)
- _____ pair of contacts (1)
- _____ pair of sunglasses (1)
- _____ address/telephone book (1)
- _____ photographs, no nude or suggestive in nature (5)
- _____ watch inexpensive- value less than \$20
- _____ money to be placed on inmate's account; no more than \$100. Funds may be replenished as needed. Funds may be used for commissary purchases.

Be sure to bring your "PTS Payment Slip" to the City of Seal Beach City Hall located at 211 8th St. for payment, prior to your check in date. City hall will only accept cash, cashier check and / or money order for payment. Please make checks and / or money orders payable to the "City of Seal Beach" When you check in make sure you turn in your payment slip stamped "paid" with the original receipt attached. We keep the originals and you will receive a copy of the stamped pay slip as well as the original receipt.

Note: Entry will be denied if the payment was not made and the form is not stamped as such.

Bring all of your items in a disposable bag due to the fact that we do not have room for suitcase or duffle bag storage.

Bring any amount ranging from \$50 - \$100 cash for Commissary purchases.

Bring any updated minute orders or court directives.

Bring the required medical forms if they have not yet been provided.