

3. During emergencies, where a shortage of supervisors may exist, the facility commander or his/her designated representative will be the supervisor.

b. Line Operations

The workload and/or available personnel may necessitate a modification to the below recommended staffing assignments.

1. One officer assigned to A pod.
2. One officer assigned to B pod.
3. One officer assigned to A Pod Rover duties.
4. One officer assigned to B Pod Rover duties
5. One officer/correctional tech assigned to Central Control.
6. Two officers assigned to N section.
7. One officer assigned to booking.

c. Kitchen staff

1. One civilian cook.

d. Truckee Jail

1. Two correctional officers.

2. Annual Staffing Review

- a. Whenever necessary, but no less frequently than once each year, the agency will assess, determine and document whether adjustments are needed to comply with the PREA standards of supervision and monitoring for each facility the agency operates.
- b. The review team shall consist of the Division Commander, Executive Lieutenant, PREA Coordinator and the PREA Manager with input from a cross section of facility personnel.
- c. The review team shall consider the following criteria with the goal of protecting inmates against sexual abuse:
 1. Generally accepted detention and correctional practices.
 2. Any judicial findings of inadequacy.

3. Any findings of inadequacy from Federal investigative agencies.
 4. Any findings of inadequacy from internal or external oversight bodies.
 5. All components of the facility's physical plant (including "blind spots" or areas where staff or inmates may be isolated).
 6. The composition of the inmate population.
 7. The number and placement of supervisory staff.
 8. Institution programs occurring on a particular shift.
 9. Any applicable State or local laws, regulations, or standards.
 10. The prevalence of substantiated and unsubstantiated incidents of sexual abuse.
 11. Any other relevant factors.
- d. The review team shall document its findings, including justification for all deviations from the staffing plan.