



GUNNISON COUNTY SHERIFF'S OFFICE

510 Bidwell, Gunnison, Colorado 81230

Gunnison County Detention center Inmate Handbook

**Video Visits and funds placed on your account can be
completed by friends and family visiting you.**

Team3.inmatecanteen.COM

**Revised
June 5, 2025**

This handbook is jail property

GUNNISON COUNTY SHERIFF'S OFFICE MISSION STATEMENT

The mission of the Gunnison County Detention Center is to provide honest and reliable service to staff, residents and visitors. We strive to maintain a safe, respectful and secure environment while being mindful of inmates' needs.

INTRODUCTION

This booklet has been prepared by the Gunnison County Sheriff's Office to familiarize inmates with the various accommodations and to instruct you on how to communicate, receive the services needed and perform other functions. It contains information concerning available activities, programs and services, while also aiding in answering basic questions. The jail rules, regulations and prohibited acts are published within this booklet to clarify expected behavior and explain the procedures of inmate discipline.

Discipline ensures good social behavior that is necessary for community living. This also includes the behavior inmates can expect from the detention staff.

CLASSIFICATION AND HOUSING

Your classification, housing area, and associated privileges will be determined initially by a Deputy, usually within 72 hours of your arrival at the facility. You will be transferred to your housing area as room becomes available. Your classification level may determine the type of privileges you are given. If your classification level changes, you will be moved to the appropriate housing area, with the corresponding increase or decrease of privileges.

GENERAL RULES

Obey staff orders.

Staff may monitor inmate communication at any time; this includes phone calls, visitation, mail, intercoms, and conversations.

Privileged communications, such as those with an attorney will not be monitored.

Address all Deputies by their title.

For your protection, do not discuss your charges with other inmates. If at any time you anticipate a possible problem with another inmate that may cause you or the other inmate harm, it is your responsibility to notify a deputy either verbally or in writing.

The Gunnison County Detention Center is a no smoking/tobacco free facility for inmates in its entirety. Possession of any smoking material by an inmate is a disciplinary/criminal offense.

When in the day room, or your cell you can contact a deputy by pressing the call button near the door. It is not necessary to hold the button down to speak to the deputy. After the deputy responds, speak in a normal tone, directly into the intercom. This intercom is not to be abused or tampered with in any way.

You are responsible for keeping your cell clean. You will clean when advised to. You are also responsible for helping clean all the shared areas of the pod as well, including the day room showers etc. Buckets are given out to pods every day, unless you are in a pod by yourself.

Once you are in general population you may not ask for or release items out of your personal property as they will be sealed until release. If there is an emergency, then a supervisor can address the Issue.

Clothing and linen will be exchanged on a weekly basis. Blankets will be exchanged monthly. All issued items will be exchanged one for one. You may be charged a replacement fee for lost and damaged clothing items, with the exception of normal wear and tears.

You must tell a deputy right away when you get damaged property

You have certain rights as an inmate while incarcerated in the Gunnison County Detention Facility. They are:

1. Access to programs and work assignments, as determined by your classification status.
2. Protection from personal abuse, personal injury, property damage, and harassment.
3. Freedom from discrimination based on race, religion, national origin, sex, handicap, or political belief.
4. Freedom from reprisal or penalty because of seeking administrative or judicial redress. *

*As established by CRS 17-26-110.5, legal action initiated by inmates and later determined by the court to be substantially frivolous, substantially groundless, or to have been imposed for primary purposes of harassment may result in loss of privileges of up to 120 days.

INDIGENT

Indigent inmates are classified as having no money in their account and are unable to purchase basic personal and hygiene items, or inmates that have purchased personal hygiene items and have not received them yet. You will be allowed to exchange hygiene items (1 for 1) during change out. **You are required to purchase personal necessities such as paper, envelopes, stamps and personal hygiene products first before ordering any other commissary items.**

Commissary- Is a privilege and can be taken away.

Commissary is only to be used as intended.

Commissary orders need to be completed by lockdown on Sunday night. Commissary is delivered weekly on Thursday (depending on the roads). If there is a holiday or weather issue, you will receive it on Friday. The maximum amount of money you can spend on commissary is \$100. All commissary items shall be

stored in your desk area or under your bed. Your cell must be kept clean of commissary, or it will be put in your property bag. Any infractions may get your commissary privileges taken away.

HYGIENE AND GROOMING

It is required that you keep yourself and your living area clean. Hygiene articles and supplies will be provided to you and changed at change out. If you ask for it before changeout you will be charged. Dependent on your indigent status. Individual disposable razors are available to check out from a Deputy between 0600 and 0645 every morning. When you are finished, they will be checked back in, inspected, and disposed of. Inmates are not allowed to share razors or shave each other's heads. Nail and toenail clippers will be available at the same time.

Cosmetics of any kind are not allowed in the Detention Facility. The use of colored pencils, colored liquids, or "homemade" makeup of any kind is not allowed. Do not use other hygiene items for piercings anywhere on the body. Hair clippers can be accessed (for a fee) after dinner upon request, given the time is convenient for Deputies. These clippers are to be used for head hair and beard hair only. Detention staff as well as other inmates are not allowed to cut your hair for you, so do not ask.

BONDS

Per S.B. 19-191 a \$10 fee will be charged on all bonds. The bonding process may enable you to be released from custody while you are waiting for your court date. There are four types of bonds:

1. **CASH BOND** – The full amount of the bond is paid in cash or certified funds made payable to Gunnison County Combined Courts or other County Courts, which ever applies.
2. **SURETY BOND** – (Professional Bondsman) – A licensed bondsman posts the bond and charges you a fee based on a percentage of your total bond. Facility staff are not allowed to recommend a bondsman or bonding company.

3. **PROPERTY BOND** – If you, a relative, or friend have sufficient equity in a home, building, or real estate, you may be allowed to use that property as collateral for a property bond. A property bond must be posted through the court.
4. **PERSONAL RECOGNIZANCE (PR) BOND** – The judge in your case may release you on your promise to appear in court and your agreement to abide by any special conditions that may be a condition of the bond. The judge may also require a co-signer of the bond to further ensure your appearance in court. The co-signers must qualify for the bond through the courts. The process must start at the courthouse.

You will not be able to bond until you complete the intake process required by Gunnison County Detention Center. You will not be released until you have a PBT result of .000. If we feel that you are being uncooperative, we reserve the right to hold the booking process until otherwise deemed safe and secure to do so.

BOOKING FEE

Every person booked into the Gunnison County Detention Facility will be charged a booking fee as per C.R.S. 30-1-104(1)(n). If you were booked in and all charges were dropped, you may request to have all booking fees removed.

CLOTHING/BEDDING

You must wear a complete Detention Facility uniform, underwear and shoes at all times when not in your room. white t shirt's must be worn under your colored jail uniform shirts. White T-shirts may be worn in the yard, but you must have your colored shirts back on when you return to your POD. You must wear a complete uniform to and from the shower stalls. Disrobing and dressing must take place within the shower. If not, it can be met by disciplinary action.

If it is necessary to cuff your pant legs to prevent them from dragging on the floor, they must be no higher than the top of your ankle. You will be responsible for un-cuffing your pant leg during pat down searches. Shirt sleeves will not be cuffed. Uniform pants and shirts must be properly sized and worn appropriately, which will be determined by a Deputy.

If you rip, stretch, or ruin clothing or bedding, your inmate commissary account will be charged.

If we notice that your uniform is too big or too small, we will adjust your size accordingly for appropriate fit.

Blankets and bedding are not allowed in the day room. You are provided with a sweatshirt for warmth.

KITE

A “Kite” is a term used in the facility for the INMATE REQUEST FORM. Kites or questions may be submitted via the Kiosk in the cell block. Repetitive submissions will only have one answer or return correspondence.

INMATE MONEY ACCOUNT

You are not permitted to have cash or coins in your possession while you are at the Detention Facility. During the booking process all cash was taken from you and a cash account opened. Money may be sent to your account via Team3.INMATECANTEEN.com or cash or certified funds, delivered here to the jail. No personal checks will be accepted.

The Detention Facility may limit the amount of money placed in an inmate’s account or deny any further deposits at their discretion. Inmate accounts with a negative balance will be carried over if you are re-incarcerated 20% of the monies taken at booking will go towards the negative balance. Any money left over in your

account will be released to you in the form of a debit card or check and given to you at the time of your release.

HOUSING RULES

Every day or as needed, cleaning supplies are available, and it will be your responsibility to ensure your cell is clean and orderly. This includes sweeping and mopping the floor, cleaning the toilet, sink, mirror, desk and any chairs, emptying and cleaning the trash receptacle, and making your bed. A deputy may direct additional areas to be cleaned. (If you are on lock down status cleaning supplies could be held from you for safety reasons.)

Your bed must be made any time you are not in it. The mattress cover must be on the mattress, the sheet and blanket placed neatly on top of the mattress, and all linen tucked in the end and both sides of the mattress.

At any time, your room can be inspected by staff to make sure that it is clean and neat. If it is not there can be disciplinary measures taken.

Nothing but shoes are allowed on the floor. No clothing or other property may be kept on the bed. All personal property must be kept under your bed neatly. Clothing must be hung on the hooks or folded neatly on the desk.

Attaching any items, pictures, or material to the walls, ceiling, floor, light, desk, vent, or door window is not allowed. If you have too many items for the authorized areas, they will be placed in your property, or we will dispose of them.

The only food items allowed in your room are those purchased from commissary as well as food from previous meals as long as it is tossed out or eaten by the time of lockdown, for example: cookies

You are not allowed to order commissary from another inmate's account.

Whenever a lockdown is announced, whether scheduled or unscheduled, go directly into your room and shut the door, failure to do so could lead to disciplinary actions towards you.

To ensure your safety, security, and wellbeing, it is your responsibility to ensure that enough of your body is visible for the Deputy to identify you and ensure you are breathing during a head count or a security check. Failure to do so will cause you to be awakened.

Do not attempt to alarm or startle a Deputy when they are doing head count after locking down.

You are not allowed to enter another inmate's cell.

Pod's A, B, and C you may only post pictures on the interior window of the outside wall of your cell. You may not post / hang items on the wall or the Pod windows.

You may not tent or block line of sight in your cells or on your bunks. You may not tent or block the lights by hanging anything on the upper bunk or over the door of a cell.

No drinks, food or any items are allowed in the yard.

Place all the trash in trash cans. Empty chip bags need to be thrown away.

Do not place any item in such a manner that it will block or partially block vents, stairs, doors, lights or door windows.

Do not use or modify any Detention Facility property for anything other than its intended use.

Any exercise other than walking, jogging and push-ups is prohibited in the dayroom.

All bedding must remain in your room and in your bunks.

Security lights will always stay on and cannot be adjusted, do not block these lights as it could lead to disciplinary action. You are not permitted to cover the lights in any fashion.

After lockdown you need to remain quiet, failure to do so may result in disciplinary action.

Any of these rule violations may result in privileges being taken away or even getting locked down.

Yard Time- Is a privilege and can be taken away.

The yard must be asked for. If it is in use, you will be placed on the list. No food, drink or other items are allowed in the yard. No rough housing or playing with the soccer ball and the Basketball in an unintended way. Do not kick the balls above the window opening level. You could lose your yard time or get charged for damage to the yard equipment.

TELEPHONE CALLS- - Is a privilege and can be taken away.
No Phone usage during mealtimes

Pods have telephones which can be used to make calls. No collect calls. You must have money in your account to make a call. Money can be put in your books through team3.inmatecanteen.com. Calls to bonding companies are not considered legal calls. Only calls directly to or from your attorney are considered legal calls. All personal calls will be monitored and recorded. Verified attorney phone calls will not be monitored. Some telephone numbers are “blocked”, which means that no calls will be accepted. Do not use another inmate’s pin or allow another inmate to use your pin.

To ensure that all inmates have an opportunity to make calls, the time limit for facility phones is 15 minutes, at which time the phone will automatically shut off.

The phones are turned on and off at the Deputy's discretion for security reasons. The use of phones will not be allowed during meals, cleanup details and during lights out hours. You need to plan all your calls around your dayroom time.

Legitimate emergency calls may be allowed, after the emergency has been confirmed by a supervisor.

If the phones are not working properly let the staff know. Turnkey Corrections, (TKC) is the contractor that we use and they will be contacted to see if they can fix the problem. This takes time.

CONTRABAND

DANGEROUS CONTRABAND: Under the provisions of Colorado State Statutes, the following items are deemed dangerous contraband, in addition to the definitions below:

1. Dangerous Instruments – Include, but are not limited to firearms, explosive devices, knives, sharpened instruments, etc.
2. Narcotic drugs, dangerous drugs, or controlled substances.
3. Any intoxicating beverage or fermenting ingredient.

The introduction of contraband in the first degree is a Class 4 Felony.

Possession of contraband in the first degree involving a dangerous instrument is a Class 4 Felony.

Possession of contraband in the first degree, other than a dangerous instrument, is a Class 6 Felony.

CONTRABAND: Contraband is anything in your possession or under your control (in your cell) that is prohibited by the policies, procedures, rules, and regulations of the Gunnison County Detention Facility. This includes, but is not limited to: any lock pick; tool or instrument that could be used to cut, dig, pry, or file; money; coin; combustible material; tobacco products; matches; lighters; candle and/or wick; devices for the purpose of light, heat, smoke, fire, spark; or any drug other than what is prescribed to you by a doctor

Introduction of contraband in the second degree is a Class 6 Felony.

Possession of contraband in the second degree is a Class 1 Misdemeanor.

NUISANCE CONTRABAND: Nuisance contraband is anything which has not been provided or approved by the Gunnison County Detention Facility, or any authorized item in excess of allowed quantities.

1. You are prohibited from having in your possession, or under your control, any item that has not been issued to you by Detention Facility Staff or authorized by Detention Facility Administration.
2. You are prohibited from having in your possession, or under your control, any commissary item **not purchased through your inmate account**. No inmate may barter or purchase commissary items for or with another inmate.
3. You are prohibited from having in your possession, or under your control, any item more than allowed quantities, whether issued or purchased.

MAIL- Is a privilege and can be taken away.

You may write letters as often as you wish, providing you have sufficient funds for postage. Stamps, envelopes, and paper may be purchased through the commissary. Outgoing mail should be given to a Deputy in an unsealed envelope. Do not tear stamps from the envelopes given to you by detention staff, doing so could be a loss of privileges, as well as the letter being denied for sending.

All outgoing mail must have the inmate's full name clearly written on the return address portion of the envelope. If no return address or an improper return address is on the envelope, the letter will be discarded. If any return address other than the Gunnison County Detention Facility is on the envelope, the letter will not be accepted.

Inmates are not permitted to receive mail from other inmates at any jail or corrections facility or confined in this correctional facility. All personal incoming mail will be opened and inspected for contraband; all outgoing mail may be opened and inspected. Mail will be photocopied; the originals will be placed in your property.

Mail that is declared legal mail or labeled as privileged by your attorney will be opened and inspected in front of you. Heavy duty cardboard mailers such as Fed Ex or photo mailers will not be given to you. The contents will be delivered to you, but the envelope will be thrown away by a Deputy.

Mail may be passed out daily.

Any items mailed to you that are considered not allowable will be placed back in the envelope and **all contents** will be placed in your property. You will be provided with a notice.

Detention Facility address is:

Gunnison County Detention Center
INMATE MAIL
510 W. Bidwell Ave.
Gunnison CO, 81230

Gunnison County Courts address is:

Gunnison County Courts
200 E Virginia Ave.
Gunnison CO, 81230

MEALS

The Gunnison County Detention Center may change the menu at any given time.

Medical diets must be prescribed by a doctor.

Three meals are provided daily.

Meal Times (Meals will be served within a reasonable amount of time, if the staff is busy the meal may be served late.)

Breakfast: 7:00-7:30am

Lunch: 12:00-12:30pm

Dinner: 6:00-6:30 pm

You will be given 30 minutes to finish your meal.

Inmates are allowed one complete serving per meal. Additional servings, additional trays, and trading with or giving food items to other inmates is not allowed.

No food from regular meal service is allowed in your room, unless you are fed in your room. Inmates who are allowed/required to eat in their rooms may not retain food items after the meal service. Food items must be discarded or eaten before lockdown.

After meals, all trays, utensils and containers, except drinking cups will be handed through the tray door to a deputy. All bags/trash must be put in the trash within the day room.

You must bring your own tray to the door, and no one is allowed to bring a tray up before they are being collected by staff. You will be advised that you need to wait and failure to comply may result in disciplinary action.

NIGHT LOCK DOWN PROCEDURE

- At 11:00 pm the lights will flash on and off.
- The lights will remain on during this time. You are to gather all your items that you need in your cell. Your cup, spork any paper or writing materials.
- On the large speaker a deputy will give you a friendly reminder to gather your belongings and take them to your cell. If you are in an open pod, you are to take your cup, spork and paper or writing items and put them in your black bin. You will be given 5 min. to gather all your items and go to your cell or bunk.
- If any of these items are left on a table or in the day room, they will be taken by a deputy, and you will not have them anymore. It is your responsibility to take care of your items.
- A deputy will get on each of your intercoms and tell you to jiggle your door. You are to shake the door and to state it is done verbally. (The lights will still be on). No items are to be blocking the intercom speakers or the lights.
- Then there will be deputies that will go through each pod and check the doors again and check the day rooms for any items that need to be discarded.
- For inmates in open pods the deputies are checking your tables for items that are not in your bin and to make sure there is no tenting or double ups on mattresses.
- Once the first round of night check is completed then the lights are turned off to all the pods.

If you have an improper attitude, or behave poorly, and or fail to comply, you may lose privileges such as commissary, TV, yard, or you may be placed on lockdown for up to 3 days per our special control plan.

MOVEMENT

When a Deputy lets you out of the pod area for any Detention Facility activity or program, you are to go directly to that function unless directed differently by a staff member. Walk in a single file, against the right side of the corridor. When the function is completed, you are to go directly to your assigned pod in the same manner unless directed differently by a staff member.

PROPERTY

Each inmate is authorized to have only the following items in their possession, laundry bags must be tied tight:

1. Detention issued clothing (including what is being worn):
 - 1 uniform shirt and 1 uniform pants
 - 1 pair of shoes
 - 1 pair of underwear, and 2 pairs of socks
 - 1 bra (females)
 - 2 Sweatshirt
 - 1 laundry bag
2. Bedding
 - 1 mattress, 1 mattress cover, 1 pillow, 1 pillowcase, 1 sheet, and 2 blankets
3. Facility Issued Hygiene articles
 - 1 toothbrush, 1 tube toothpaste, 1 stick deodorant, 1 bottle of 3 in 1, 2 towel, 2 wash rags, 1 comb, 1 roll toilet paper, and 1 bar soap.
4. Personal and Miscellaneous Items
 - 1 inmate handbook
 - A maximum of 3 books (including jail library books, checked out books, personal purchased books from publisher, and religious books)
 - Letters (reasonable amount that can be kept nice under your bed or on your table
 - 6 copied photographs (Wallet / 3”X 5” / 4”X6” / 5”X7”) or hand drawn pictures (none that show bare breasts or genitals or pictures larger than 9” X 11”) No magazine pictures allowed. No racial, gang or hate

oriented signs or posters. Approved legal, educational, and program materials

- Authorized commissary items. All containers empty of original content must be discarded.
- You will receive a cup and a spork when you are booked in and placed in general population. These will remain with you for your duration. You are responsible for these items and need to keep them properly clean and maintained.

Possession of excess or unauthorized items is a disciplinary offense. (This includes but is not limited to Detention Center issued clothing, hygiene items, toilet paper, etc.)

DOC Sentenced Inmates: DOC does not allow personal property. To release your property to a relative or friend, you must fill out a release form and turn it in to a Deputy prior to your transport to DOC.

Allowable property for inmates being transported to other facilities and/or DRDC

1 Bible/ Religious Book

Legal materials

Approved medical items.

All property will be disposed of in thirty (30) days after your release if other arrangements have not been made.

You may be charged for any of your facility issued property that is lost, stolen, or damaged.

RESPONSIBILITY FOR DETENTION FACILITY PROPERTY

Detention Facility property must be kept in good condition and returned when you are released. Allowances are made for normal wear and tears, but misuse or intentional destruction of detention facility property, possession of such property, or possession of items made from damaged property will result in disciplinary

action and/or criminal charges. The inmate(s) responsible for the damage/loss or in possession of damaged property will be charged for the damage to the item or items. At the time of issue/re-issue, it is your responsibility to check each item for damage and exchange it for one that is not damaged right away with a Deputy if needed.

TRANSPORTATION RULES

Inmates will always wear security restraints while being transported outside the Gunnison County Detention Facility. During transport, you must remain quiet and obey all directions, orders, or commands from the transporting Deputy.

While outside of the jail, whether in the courthouse, at a doctor/dentist office, hospital, etc., you are not permitted to speak with co-defendants, friends, or family members without permission.

Misbehavior of any kind by an inmate outside the confines of the Detention Facility may result in disciplinary action and/or criminal charges.

You may not take any items with you to court appearances (except for legal paperwork and medical items).

MEDICAL CARE

ROUTINE CARE:

To obtain medical or dental services which are not emergencies, complete a medical kite form. These forms are available during the medical cart rounds. (medical rounds are approximately 7:15 to 7:30 am, dinner med rounds are approximately 6:15 to 6:30pm). You must ask for either a medical kite form or a mental health kite form. Do not send multiple kites for the same issue. If you cannot wait for a medical form kite, then you can write a kite from the kiosk machine. If you are having a medical emergency, then notify a deputy or Sgt. via the intercom.

Co-pays may be charged for some services; however, all patients

are seen whether they can pay or not. Medicare will not cover you while you are in jail. You will be billed for medical services and transport if we take you to a doctor's office, dentist, eye doctor or the emergency room. These fees will appear on your account here. *Please note that doctor visits, eye care visits and dentist visits may require money up front. If it is an emergency and you need for example a tooth pulled you will have this bill put on your existing books along with the transport fee. This will dock your money's that is put on your commissary account.

* We will not take anyone to the doctor's office, dentist's office for non-emergency issues.

* We have a nurse in our facility here that comes 1 to 2 times per week and a mental health nurse 2 to 3 times per week. We also have a mental health therapist that is here 3 to 4 times per week. All these services are free of cost that are here in the jail only. * * For medical medications you will be charged the cost of the prescriptions and PRN medications.

EMERGENCY CARE

If you feel that the problem you are having is an emergency, notify a Deputy immediately.

MEDICAL

All serious medical, psychiatric, and dental problems will be treated. There is a charge for transport if an appointment is necessary. These charges will be put on your account here at the jail.

Only medication from the PDC Pharmacy will be allowed in the Detention Facility. If you take medication for something that is considered life threatening, we will work with you and your doctor to make sure you are taken care of.

If you have a prescription and you do not receive it, it is your responsibility to kindly request the staff to investigate it.

Over the Counter (OTC) medications are not allowed unless they have been ordered from PDC Pharmacy by a prescribing physician or authorized by a supervisor.

Medications will only be given out during our medication rounds. Medication rounds are approximately 7:30 to 8:00 am, dinner med rounds are approximately 6:15 to 6:30pm). Medications may not always be the same as the ones you received prior to incarceration.

Medical diets, such as diabetic diets, will be ordered as appropriate.

Emergent and urgent surgery will be performed. Elective surgery will be subject to review. Cosmetic surgery is not performed.

If you require services outside of the facility, you will be billed for these if it is for a pre-existing condition in accordance with state law.

CRS 17-26-104.5. Medical visits - charged to people in custody - provider charges - state hospital in Pueblo

(3) When a person is held in custody in a county jail, the person shall be primarily responsible for the payment of the cost of medical care provided to the person for a self-inflicted injury or a condition that was preexisting prior to the person's arrest and shall be charged for medical care by the provider of care. For purposes of this section, "preexisting condition" means an illness beginning or an injury sustained before a person is in the peaceable custody of the county's officers. This subsection (3) shall not apply to care required by the county jail pursuant to subsection (1) of this section, care paid for by other entities pursuant to [section 17-26-120](#) or [17-26-124](#), care paid for by any other entity, or medical care provided by the Colorado mental health institute at Pueblo.

(4) A county may seek payment or reimbursement for any medical

treatment costs from a person being held in custody and receiving such services, except as otherwise provided in subsection (1) of this section.

PROGRAMS

There are a few programs in the Gunnison County Detention Center for your physical and mental wellbeing. These programs are specific to your classification. Programs include Alcoholics Anonymous (AA) and Church services.

Program participation is paramount, if it is determined that an inmate is abusing the program privilege the participation may be revoked.

LIBRARY-- Is a privilege and can be taken away.

Only on the weekend. You must respect and not mistreat any items from the library.

You must bring back the books that you are done with to be able to receive new ones.

Coloring pages, game pages, puzzles, and games are available to check out during library times.

- All games and puzzles must be kept in good condition and be put away orderly and neatly and kept on the tables in the day room.
- Puzzles and games are not allowed to be in your cells or in your bunks.
- All games, coloring pages, puzzles and books must only be used for their intended purpose.
- Breaking these rules will have the library privileges taken from you.
- If you destroy books, games, puzzles or any property of the Gunnison County Detention Center you will be charged and may be disciplined further.

LAW LIBRARY, AND ON THE KIOSK

A law library resource is available at the Gunnison County Detention Facility and on the Kiosk. If you would like to use the law library, request its use through a deputy or via Kiosk. Use of the law library is on a first-come, first-serve basis. Reasonable time limits will be enforced to allow others to use the law library.

VISITS-- Is a privilege and can be taken away.

Regular visits: Regular visitation hours for your housing area are posted in the living area. Visits may be limited when necessary for reasons of safety, security, and or staff discretion. All visits are through a video visitation system and will be monitored and recorded. You will not be told of a visit or woken up for a visit.

Visits are approximately 20 minutes. If the visitor is dressed inappropriately the detention staff has the authority to cancel/deny the visit.

If there is an issue with the monitor or the telephone receiver, please let staff know and we will contact TKC to get support to fix the problem.

Professional Visits: Attorneys and other people who routinely conduct official business in the Detention Facility are considered professional visitors and may visit you during professional visiting hours, between 0600 and 2230, after presenting proper credentials and identification.

Any professional visitor may be restricted until Detention Facility staff verifies the authenticity of their credentials.

Remember, professional visitors, counselors, or other volunteers must be treated with courtesy. Profanity, derogatory remarks, or gestures to any visitor or volunteer is a disciplinary offense.

A Deputy may cancel visitation at any time during emergent circumstances.

VISITATION HOURS

On site visits are Monday through Saturday.

7:30 AM to 11:40 AM

1:00 PM to 4:40 PM

Off site visits Monday-Sunday.

7:30 AM to 11:40 AM

1:00 PM to 4:40 PM

7:00 PM to 1000 PM

Visitation is a Privilege, not a right, and can be suspended for any rule violation.

DISCIPLINARY OFFENSES AND PROCEDURES

The violations are divided into four categories, according to the seriousness of the offense(s). All rule violations may result in the filing of criminal misdemeanor or felony charges.

CLASS I: Class I violations include cases that are violent in nature, and/or present an immediate threat to the security of the Detention Facility, its staff, inmates, or visitors, or the inmate committing the violation. Twenty-eight days of sanctions are possible per charge.

1. Possession of dangerous contraband – Any item in your possession or control, to include in your cell, prohibited by the Detention Facility that presents an immediate risk to the facility, including, but not limited to: lock pick; tools or instrument which could be used to cut, including razor blades, dig, pry, or file; tattoo paraphernalia; combustible material, matches, lighters, candle, wick, device for the purpose of light, heat, smoke, fire, spark; firearms, explosive devices, knives or sharpened instruments, any weapons or object modified so that it may be used as a weapon, chemical agent, narcotic drugs, dangerous drugs, or controlled substances, retention or possession of any controlled medication, any intoxicating beverage or fermenting ingredient.
2. Assault on staff, another inmate, or any person.

3. Fighting with another inmate, another person, or physically resisting staff.
4. Engaging in sexual acts with another person through force, coercion, or intimidation.
5. Escape, planning, attempting, or aiding an escape.
6. Tampering with or damaging fire control, security, monitoring, electrical, or locking mechanisms.
7. Creating, participating in, or inciting a riot or disturbance, or encouraging others to do so.
8. Destruction, defacing, altering, or rendering useless any property with a value of more than \$100.00 of the Gunnison County Detention Facility or another person.
9. Attempting, conspiring, or aiding to commit any class I violations.
10. Violation of any local, state, or federal law.
11. Using bodily fluids or waste in any way to intimidate, coerce, or harass another person.
12. Arson attempted arson, or creating an open flame.
13. Using another inmate's Team account to purchase commissary for yourself.

CLASS II: Class II violations are acts of aggression and/or disorder which may constitute a present and immediate threat to the security of the Detention Facility, its staff, inmates, or visitors, or the inmate committing the violation. Twenty-one days of sanctions are possible per charge.

1. Covering windows in a manner that prevents staff from easily seeing them in the cell.
2. Physical contact with staff, inmate or any other visitor.
3. Engaging in sexual acts with another person.
4. Threatening an inmate, staff, or person.
5. Burning of any material.
6. Tampering with facility razor.
7. Placing any liquid on the cell or dayroom floor to create hazard or tampering with any facility hardware, including plugging sink or toilet drains.

8. Destruction, defacing, altering, or rendering useless any property with a value of more than \$20.00 of the Gunnison County Detention Facility or another person.
9. Attempting, conspiring, or aiding to commit any class II violations.
10. Failure to lock down immediately when ordered by staff.
11. Possession of minor contraband – Any item in your possession or control, to include in your cell, prohibited by the Detention Facility that may present a risk to the facility, including, but not limited to paper money or coin, paper clips, tobacco products, medication not prescribed to you or kept past prescription date.

CLASS III: Class III violations may constitute a present and immediate threat to the security of the Detention Facility, its staff, inmates, or visitors, or the inmate committing the violation. Two weeks' sanctions are possible per charge.

1. Vulgar, profane, obscene, indecent remarks or gestures to any member of the staff, visitors, or other inmates.
2. Arguing, shouting, whistling, rattling, pounding on the doors, walls, or windows, or any unnecessary noise of any type.
3. Intentionally exposing bare breasts, buttocks or any genitalia to any staff member, another inmate, or any other person.
4. Throwing or kicking any item, food, or liquid, excluding recreational items used for their intended purpose.
5. Lying to a detention Deputy, or any other staff member.
6. Teasing, horseplay, or verbally harassing another inmate, staff, or visitor.
7. Theft of anything or possession of stolen property, either that of the Gunnison County Detention Facility, or another inmate.
8. Any act of forgery, fraud, or deceit that results in personal gain of any kind or monetary loss to another.

9. Failure to comply with or disobey an order of a detention Deputy or staff member.
10. Faking a medical emergency.
11. Disruption of or abuse of any religious, medical, food service, or any other Detention Facility activity or program.
12. Unauthorized absence, unauthorized changing of cell assignments, or being in a location not authorized by detention staff, including another inmate's cell.
13. Attempting, conspiring, or aiding to commit any Class III violations.
14. Destruction, defacing, altering, or rendering useless any property that has a value of less than \$20.00 of the Gunnison County Detention Facility, or another person.

CLASS IV: Class IV violations include acts unlikely to constitute a present or immediate threat to the security of the Detention Facility, its staff, inmates, or visitors, or the inmate committing the violation. One-week sanctions possible per charge.

1. Failure to perform routine duties, such as cleaning cell and living areas, making bed as prescribed, or failure to keep the cell, living area or person clean and sanitary.
2. Tenting or blocking lights and line of sight.
3. Littering the halls, living areas, or other areas.
4. Writing on or attaching anything to the walls, ceilings, doors, floors, windows, bedding, linens, or uniforms or any property of the facility.
5. Taking unauthorized items to recreation, programs, visitation, or court. Unless authorized by a supervisor.
6. Failure to wear a complete detention uniform when required, or wearing a uniform that does not fit properly (too large or too small).
7. Sitting on tables or, more than one chair.
8. Covering air vents, light fixtures, or placing items on window ledges.
9. Gambling, bartering, selling, loaning, giving or receiving any item without staff approval, to include meal trays and any items off the tray.

10. Using any item or equipment for any purpose other than its intended purposes or using any other item for recreational purposes.
11. Misrepresentation of “legal mail”. All addresses are subject to verification.
12. Keeping food, other than items purchased through commissary, or approved by medical in your cell.
13. Possession of nuisance contraband – Any item that is in your possession that is not been issued to you by Detention Facility staff or any authorized items in excess of authorized quantities.
14. Failure to follow any other rule as stated in the handbook or posted in the facility.
15. Failure to follow staff direction or order.

RESOLUTION OF OFFENSES

APPEAL PROCESS- If an inmate wishes to appeal a sanction, they must submit a KITE within 48 hours from the start of the sanction. Once a KITE is received a supervisor will investigate the violation. Supervisors will verbally meet with all parties involved to determine the final outcome. Once the final outcome is reached, it is final.

INFORMAL RESOLUTION – A Deputy may verbally reprimand or counsel the inmate, or they may offer a “time-out” period in lieu of formal disciplinary charges. The Deputy initiating the time-out period will review the rule violation or inappropriate behavior with the inmate. If the Deputy and the inmate determine that the situation is resolved utilizing a time-out period, the inmate may be restricted to his/her assigned cell for a period of time determined by the deputy and or supervisor. Both the Deputy and the inmate must agree to the time-out.

DISCIPLINARY PENALTIES

If the supervisor finds an inmate Guilty of a rule violation, the inmate will be placed on disciplinary status. The customary time limits for disciplinary status are:

- Class IV: Up to 7 days per offense
- Class III: Up to 14 days per offense
- Class II: Up to 21 days per offense
- Class I: Up to 28 days per offense

The maximum sanction that is imposed is a total of sixty (60) days on disciplinary status for all violations arising from a single incident.

A supervisor must approve any continuous confinement in disciplinary status for over thirty (30) days.

An inmate may be put on a Special Control Plan due to any behavioral issue that the inmate presents.

Policy The Detention Center uses a Special Control Plan for those arrestees/inmates whose behavior represents a significant disruption to the facility through the threat or use of physical aggression, threat or actions of self-harm, harm to any other person, or willfully refuse to comply with the lawful order of a staff member.

Purpose To encourage a positive change in arrestee/inmate behavior without the use of physical force through a systematic approach of removing and restoring privileges.

PRIVILEGES THAT CAN BE DENIED

1. Entertainment (T.V., games, etc.)
2. Phone calls and video visitation to friends and family
3. Ordering of Commissary
4. Video Visits
5. Yard time

6. Library

GRIEVANCE PROCEDURES

If you have a complaint regarding conditions or actions against you, a KITE may be submitted via the Kiosk to a Deputy at any time.

SEXUAL ASSAULT AWARENESS

Gunnison County Sheriff's Department has a zero tolerance for sexual activity/abuse/assault. Any type of sex is prohibited and will result in felony charges.

This handbook can be modified at any time.

If a deputy gives you an order, or a direction you must obey them.



Legal rights related to posting money bond Pursuant to house bill 21-1260

1. BOND FEES, BOOKING FEES AND OTHER FEES OR OTHER DEBTS NEVER NEED TO BE PAID TO SECURE A PERSONS RELEASE ON MONEY BOND. A PAYOR NEED ONLY PAY THE BOND AMOUNT IN ORDER TO SECURE RELEASE.
2. WHILE NEVER BIASIS TO HOLD A DEFENDANT IN JAIL. THE FOLLOWING FEES ARE CHARGEABLE AS A DEBPT TO THE DIFENDENT AFTER RELEASE IF THE PAYOR CHOOSES NOT TO PAY THE FEES AT THE TIME OF BONDING: A \$10 BOND FEE AND A MAXIMUN 3.5% CREDIT CARD PAYMENT FEE. NO OTHER BOND-RELATED FEES MAY BE CHARGED AT ANY TIME. INCLUDING ANY KIOSK FEES OR FEES FOR PAYMENT BY CASH, CHECK, OR MONEY ORDER.
3. BOND PATMENTS ARE TO BE MADE OUT TO THE HOLDING COUNTY AND ARE NEVER TO BE MADE OUT IN THE NAME OF THE INCARCERATED PERSON.
4. A SHERIFF MUST RELEASE A DIFFENDENT WITHIN SIX HOURS AFTER A PERSONAL RECOGNIZANCE BOND IS SET AND THE DEFENDANT HAS RETURNED TO JAIL OR WITHIN SIX HOURS AFTER A CASH BOND HAS BEEN SET AND THE DEFENDANT HAS RETURNED TO JAIL AND THE DEFENDANT OR SURETY NOTIFIED THE JAIL THAT BOND IS PREPARED TO BE POSTED, UNLESS EXTRADOTINARTY CIRCUMSTANCES EXIST. IN THE EVENT OF A DELAY OF MORE THAN SIX HOURS, A SURETY AND THE DEFENDANT HAVE A RIGHT TO KNOW WHAT, IF ANY, EXTRAORDINARY CIRCUMSTANCE IS CAUSING THE DELAY. SUPERVISORY CONDITIONS OF RELEASE DO NOT JUSTIFY A DELAY IN RELEASE: EXCEPT THAT A SHERIFF MAY HOLD A DEFENDANT FOR UP TO 24 HOURS IF NESSARY TO ENSURE A DEFENDANT IS FITTED WITH REQUIREDELECTRONIC MONITORING.
5. ANYONE WHO POST MONEY BOND HAS THE RIGHT TO REVIVE A COPYOF THE BOND PAPERWORK, INCLUDING DOCUMENTATION OF THE NEXT UPCOMING COURT DATE.
6. A SURTY MAY NEVER BE ASKED TO USE POSTED BOND MONEY TO PAY A DEFENDABT'S DEBT. ONLY WHEN DEFENDENTS HAVE POSTED THEIR OWN MONEY BOND MAY THEY BE ASKED IF THEY WOULD LIKE TO VOLUNTARILY RELINQUISH BOND MONEY TO PAY THEIR DEBTS. REQLISHMENT OF BOND MONEY BY A DEFENDANT TO PAY DEBT IS NEVER REQUIRED AND IS ENTIRELY A VOLUNTARY CHOICE BY THE DEFENDANT.

FILLING A COMPLAINT FOR VIOLATIONS OF THIS PROVISION

To file a complaint for violations of this provision, call 970-641-1108 and ask for a Sgt or the Cpt.

Sgt. Hart or Sgt. Kosin: Sgt's Direct line: 970-641-7667

Captain Barton: Captains Direct Line: 970-641-7654