

HARRISON COUNTY SHERIFF'S OFFICE

VIDEO VISITATION POLICY

PURPOSE

It is in the penological interest of THE HARRISON COUNTY SHERIFF'S OFFICE (HCSO) to provide reasonable and necessary security, control, supervision, and oversight of inmates while receiving video visits. The purpose of this policy is to set parameters on the use of video visitation.

POLICY

HCSO recognizes that visitation, including video visitation, is a privilege and is not a right. The HCSO permits inmates to have video visits with family, friends, and others in the community under conditions that are consistent with visitation rules, departmental policy, and the security of the facility.

DEFINITIONS: For Purposes of this Policy

1. *Appeal*: The process, by which the inmate and/or visitor, has the ability to dispute the suspension of video visitation privileges to the Warden or their Designee.
2. *Censorship Ability*: The temporary removal of video feed due to lack of facial recognition.
3. *Gesture*: A movement of part of the body, especially a hand or the head, to express an idea or meaning or for the purposes of signaling. Excludes Gestures necessary for communication to or from the hearing impaired.
4. *Monitoring Staff*: Employees assigned to live-view and audit video visitation.
5. *Nudity*: Any depictions where genitalia or female breasts are exposed.
6. *Pornography*: Printed or visual material containing the explicit description or display of sexual organs or activity intended to stimulate erotic feelings.
7. *Sexually Explicit*: Any depictions of actual or simulated sexual acts including sexual intercourse, oral sex, or masturbation.
8. *Records*: Audio, video, digital and printable data stored in the vendor's system

PROCEDURES

General

The Warden their Designee is responsible for:

1. The operation of the video visitation program at times that assure reasonable access to inmates, family, friends, and others in the community including;
 - a. regular scheduled video visits, and
 - b. inmate-initiated video visits.
2. Types and amounts of devices available to inmates which provide access to video enhanced communication.
3. Establishing limits to the number and length of visits appropriate based on facility needs.
4. Determining which staff members will have access to the video visitation system and forwarding this information to the vendor, or their departmental system administrator, to issue appropriate credentials.

The Warden or their designee may authorize, for good cause, visits beyond or in addition to normal visiting hours.

Attire and Conduct

1. Inmates and visitors shall dress modestly and appropriately based on inmate rules and regulations and visitor policy.
2. Inmates and visitors shall be visually identifiable. Their faces must not become and remain covered or obstructed. An automated censorship ability may be employed to assist in this matter.
3. Nudity and/or inappropriate removal of clothing shall result in immediate termination of the visit.

4. Display of pornography, sexual or sexually provocative images, videos, and or other materials.
5. Sexually explicit actions and gestures are prohibited.
6. Actions or gestures that promote violence and/or gang activity are prohibited.

Violations

1. Violations of visitation policy may result in;
 - a. On screen warning message from monitoring staff,
 - b. Immediate termination of visit,
 - c. Disciplinary charges to the inmate,
 - d. Filing of criminal charges,
 - e. Suspension of visitation privileges,

Visitation Monitoring

1. Monitoring staff may cancel video visitation for any issue that causes a risk to the security or orderly running of the institution.
2. Monitoring staff shall enforce video visitation rules as set forth in this policy.
3. Video visitation shall be live-monitored and may be randomly reviewed from recorded files by staff members as authorized by the Jail Administrator/Warden.
4. Video visits shall not be audio or video recorded, dubbed or archived in any form by anyone except for the vendor's recording and archiving system.
5. Pre-approved attorney/client visits that meet the requirements set forth by the Jail Administrator/Warden in accordance with applicable laws, rules, and regulations shall not be monitored or recorded at any time.

Cancelled Visits

1. Visitation may be cancelled and/or suspended without notice for several reasons, including, but not limited to:
 - a. Emergencies;
 - b. Malfunctioning equipment;
 - c. Facility lockdown;
 - d. Staff shortage

Appeals

1. Procedures for appeal for inmates and visitors will be in accordance with the rules and policies of the HCSO.

Special Housing Cases

1. Visits for inmates in locked units will be under procedures established by the HCSO. If past experience indicates that the inmate is prone to violence or disruptive behavior while out of the cell or during visitations, then the visit may be disallowed.
2. Visits for inmates in medical status requiring isolation will require the approval of the Warden or their Designee.

Video Visitation Records

1. Video Visitation records are stored in the vendor's data system and are accessible to authorized employees only.
2. Video Visitation records should only be accessed for official purposes.
3. Video Visitation record shall not be copied, distributed, or published unless an official reason exists to do so.

INMATE NOTICE OF VIDEO VISITATION PRIVILEGE

The Harrison County Adult Detention Center (HCADC) is going to add video visitation services on the VendEngine kiosks to assist inmates and their friend and family with additional means of communication. These services may include inmate-initiated video chat.

Please review the following information. The success of the video visitation program is dependent upon the cooperation of all individuals who use the service.

1. Video Visitation is a privilege and is not a right.
2. Video Visitation is monitored and recorded.
3. Video Visitation schedule is set by the HCADC.
4. Video Visitation services may be interrupted by security issues.
5. Video Visitation monitoring staff have the ability and right to immediately terminate a visit.

Attire and conduct rules include, but are not limited to the following:

1. Inmates and visitors shall dress modestly and appropriately based on inmate rules and regulations and visitor policy.
2. Inmates and visitors shall be visually identifiable. Their faces must not become and remain covered or obstructed. An automated censorship ability may be employed to assist in this matter.
3. Nudity and/or inappropriate removal of clothing shall result in immediate termination of the visit.
4. Display of pornography, sexual or sexually provocative images, videos, and or other materials.
5. Sexually explicit actions and gestures are prohibited.
6. Actions or gestures that promote violence and/or gang activity are prohibited.
7. For privacy and security reasons, inmates are not to congregate around kiosks that are in use.

Violations:

Violations of visitation policy may result in;

1. On screen warning message from monitoring staff,
2. Immediate termination of visit,
3. Disciplinary charges to the inmate,
4. Filing of criminal charges,
5. Suspension of visitation privileges,

Cancelled Visits:

Visitation may be cancelled and/or suspended without notice for several reasons, including, but not limited to:

1. Emergencies;
2. Malfunctioning equipment;
3. Facility lockdown;
4. Staff shortage

STAFF NOTICE OF VIDEO VISITATION PRIVILEGE

The Harrison County Adult Detention Center (HCADC) is going to add video visitation services on the VendEngine kiosks to assist inmates and their friends and family with additional means of communication. These services may include inmate-initiated video chat.

Video visitation assists the facility by allowing inmates to have video visits with family, friends, and others in the community while continuing the ability to monitor visits, communicate with visitors, and terminate visits when necessary. Additional benefits with video visitation are the ability to provide the same service with less staff, less physical movement of inmates, less physical interaction between the inmate and the visitor (reducing contraband pass-off opportunities), and the ability to record audio and video of the visits. Out of town and emergency special visits can be performed over video.

Inmate initiated visits also offer the benefit of video visitation without staff having to schedule visits and without visitors being present at the facility (reducing contraband drop opportunities).

As in most cases, when something new is introduced to the inmate population, they will “test the limits” to see how attentive staff are going to be and how much they can get away with. It is important to set the precedent up front that video visitation rules will be enforced.

Inmates and visitors who use the video visitation system are expected to follow all inmate rules and regulations, applicable laws and visitor policy. Please review the HCADC rules and policies.

1. Video Visitation is a privilege and is not a right.
2. Video Visitation is monitored and recorded.
3. Video Visitation schedule is set by the HCADC.
4. Video Visitation services may be interrupted by security issues.
5. Video Visitation monitoring staff have the ability and right to immediately terminate a visit with good cause.