

January 13, 2026

Weber County Correctional Facility Staffing Plan 2026



The Prison Rape Elimination Act (PREA), Standard 115.13, requires each facility operated by this agency to develop, document, and implement a staffing plan that provides adequate staffing levels and video monitoring, where applicable, to protect incarcerated persons from sexual assault and abuse. PREA further requires that the agency operate its facilities in accordance with generally accepted detention and correctional practices.

Mission Statement:

Integrity-Initiative-Intelligence

Vision Statement:

- Zero In-custody Deaths;
- Zero Recidivism;
- Every employee leaves the Sheriff's Office on their own terms, with their mental, physical, and emotional well-being, and a better opportunity or retirement.



Profiling the Jail:

In 1852, Judge Isaac Clark created the Weber County Sheriff's Office. Shortly after its creation, in 1857, the first jail was opened. Throughout its history, the Weber County Jail has continued to grow and, as a result, has changed locations several times.

In 1938, the Ogden City Municipal Building was erected. At that time, the top two levels of the 12-story building housed the jail. As the city continued to grow, so did the need for a new correctional facility. To meet the needs of the community, a new jail was built adjacent to the municipal building. This newly christened Kiesel Facility completed construction in 1983.

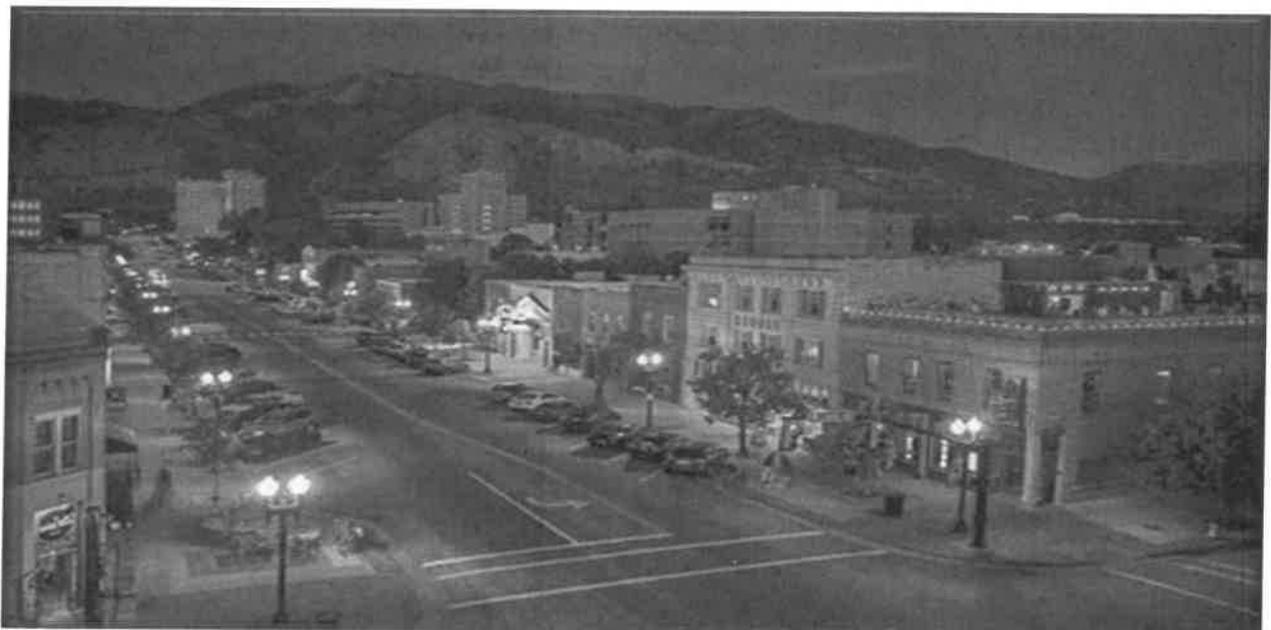
In 1990, the Weber County Jail Kiesel Facility underwent an expansion that created additional housing. This area of the Kiesel Facility remained in use thereafter. In 2000, the 12th Street Facility opened, adding an additional 888 beds. With the opening of this new facility came a new name, and the Weber County Correctional Facility began operations. The Kiesel Facility is no longer in operation as of 2023, and there are no plans to renovate or reopen the original portions of the facility. Between the two facilities, Weber County has had a total capacity of 996 beds.

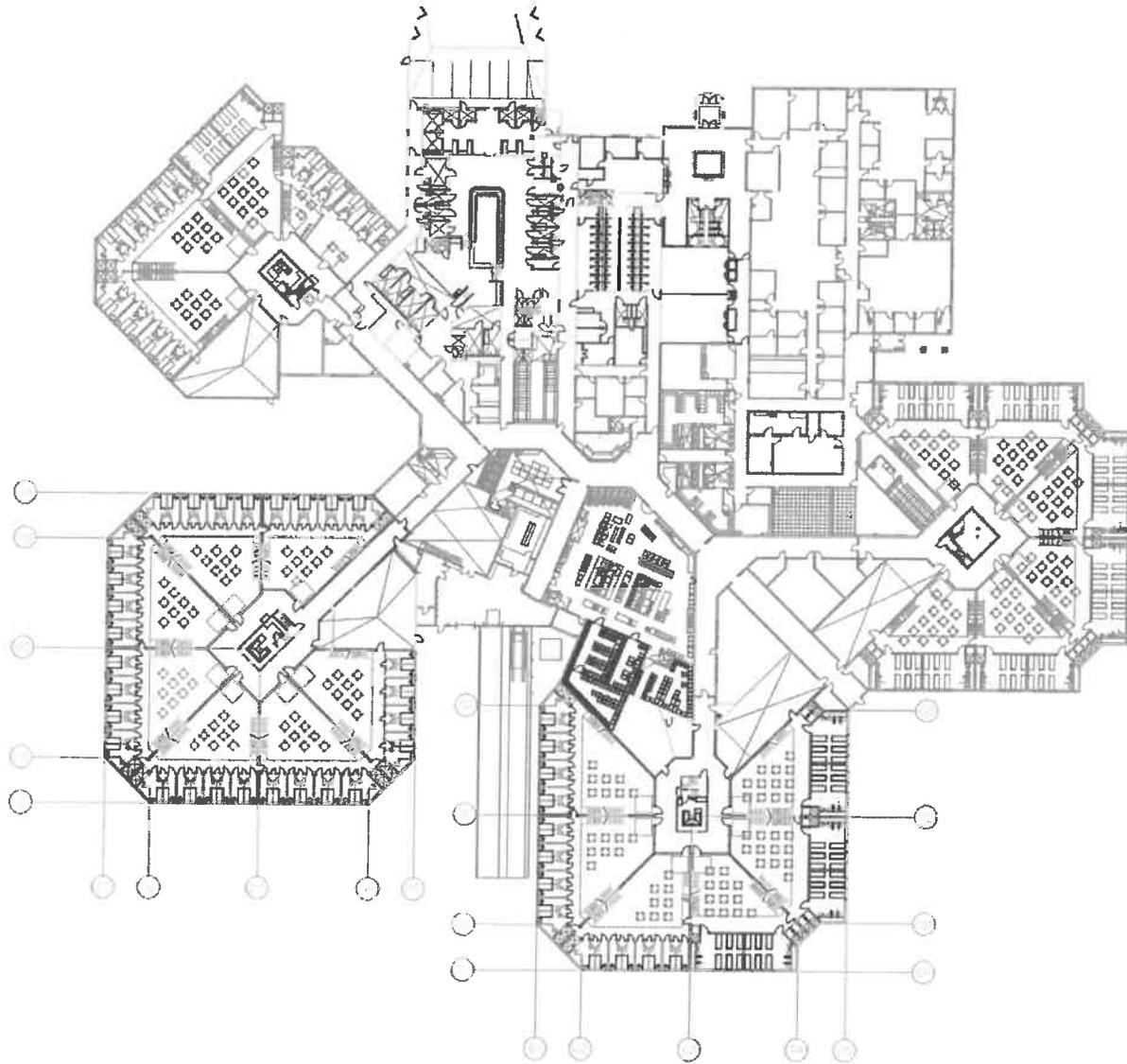
In 2025, the average daily inmate population was 720. The average length of stay was 19 days, with the average sentence being 2 months and 27 days. The Weber County Correctional Facility currently manages this workload with 194 full-time employees.

Weber County consists of 15 cities and 7 unincorporated areas, with a population of approximately 271,000. The county covers 644 square miles and supports a strong, growing economy. Ogden is the largest city and is home to numerous historical landmarks that drive tourism and economic growth. Union Station, built in 1869, was the junction of the Union Pacific and Central Pacific Railroads. Ogden is also known for popular attractions, including outdoor recreation, social activities along historic 25th Street, and the Ogden Christmas Village.

Cities of Weber County:

Ogden
North Ogden
South Ogden
Roy
Riverdale
Harrisville
Farr West
Huntsville
Hooper
Marriott-Slaterville
Plain City
Pleasant View
Uintah
Washington Terrace
West Haven





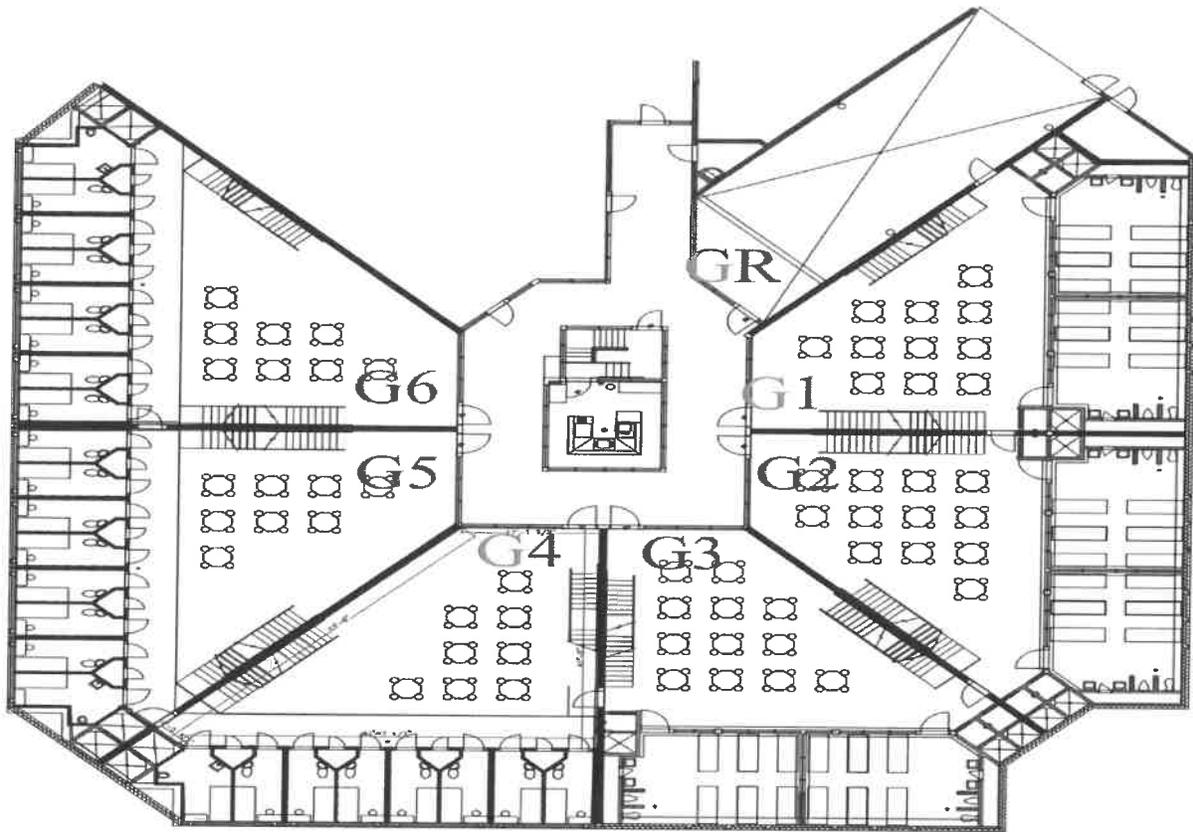
Housing units:

The Weber County Correctional Facility has a rated capacity of 888 and an average daily population of 720. The facility is composed of four pods: two contain a total of six housing units each, one contains five housing units, and one contains seven housing units. The housing units consist of either double-occupancy cells or dormitory-style housing. Each unit is two stories and includes an open dayroom equipped with fixed tables with chairs, a television viewing area, telephones, and wall mounted kiosks.

Each pod contains several handicap-accessible cells. Every housing unit has showers located on both the upper and lower tiers. The showers are equipped with partitions that provide appropriate privacy while still allowing staff to monitor activity and ensure the safety of incarcerated individuals within each unit. Cell doors remain unsecure while

incarcerated individuals have access to the dayroom, allowing them access to the restroom located within each cell.

Three of the four pods contain small, compact libraries that are monitored by cameras. Each pod includes a control room arranged in a horseshoe configuration, allowing for direct observation of the housing areas. Each control room contains a restroom and an electrical room located in the basement. Every pod also has a janitor closet that always remains locked.



This is an example of one of the four pods within the facility.

Each housing unit can accommodate between 4 and 48 incarcerated individuals. Please see the table below for housing capacity by pod and unit:

	A Pod	D Pod	F Pod	G Pod	Medical
Unit 1	32	32	48	48	4
Unit 2	32	32	48	48	8
Unit 3	48	32	48	48	
Unit 4	16	32	48	32	
Unit 5	6	32	48	32	
Unit 6		32	48	32	
Unit 7		32			

Corrections Assistants (civilian staff) are assigned to pod control rooms and maintain a general view of activity within the housing units. They monitor the housing units through direct observation from the control room as well as through camera monitors.

Communication between incarcerated persons and the deputies assigned to the unit occurs through oral, written, and electronic means (e.g., request slips, grievances, and tablets). Safety and security within the area are maintained by corrections deputies conducting thorough, random, and unannounced security checks of the housing areas. Facility corridors, medical areas, the kitchen, laundry, classrooms and libraries, chapel, housing dayrooms, and the receiving area are intermittently monitored through video surveillance.

Central Control is located in close proximity to the inmate housing areas and is staffed 24 hours a day to monitor and coordinate security, safety, and communications. The Kitchen, Laundry, and the Sergeant's Office are situated in the same corridor as Central Control. The Kitchen and Laundry areas are separated by a long hallway that is visible from Central Control and monitored by camera. This hallway provides separation due to male and female inmates working in the respective areas. Staff conduct routine security checks throughout the day to ensure safety and compliance.

The Booking area features a semi-horseshoe-style layout with a total of 12 cells. This includes four safety sobering cells located in the pre-booking area, one dry cell, and seven cells within the main booking area. The booking staff work area is situated on an elevated island, providing clear lines of sight to all cells. Additionally, the booking area includes a bench that can accommodate up to eight arrestees, two bathrooms, and three telephones. Cameras are installed throughout the booking area, while the pre-booking safety sobering cells are equipped with both video and audio monitoring.

The Medical unit has an "L"-shaped layout with six total cells, consisting of three medical cells with bunks and three safety sobering cells without bunks. The medical area also includes three examination rooms, two holding cells, an officer workstation, a nursing station, and a bathroom for both staff and inmates. Cameras are located throughout the medical housing areas and nursing stations. A secure pharmacy is located near the officer workstation.

Camera System:

The facility is equipped with 198 cameras positioned throughout the interior and exterior of the jail. The system does not have sound recording capabilities, with the exception of the Echo-5 door and Pre-booking. Central Control monitors all camera systems, and each

housing pod has dedicated cameras assigned to that post to support effective supervision. Programs and Classifications staff also actively monitor areas where educational programs, religious services, and visitation occur. Video surveillance is not used as a substitute for staff supervision; rather, it serves as a valuable tool for investigations, staff accountability, and regulatory compliance. Cameras are not installed in areas where inmates are required to undress, perform bodily functions, or shower. Camera system upgrades are included in the facility equipment budget each fiscal year.

Facility blind spots are as follows:

- a) Within the kitchen refrigeration and freezer units.
- b) In mop closets located throughout the facility

*Staff are trained ensuring awareness of the blind spots.

Intercom System:

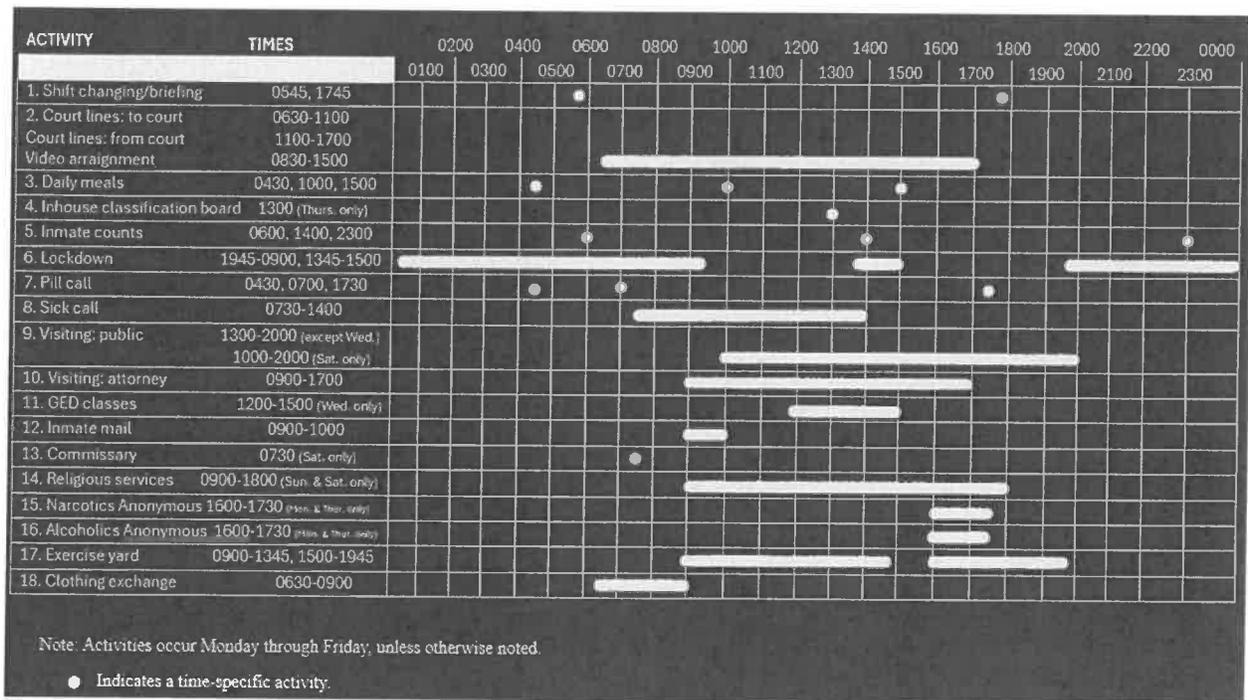
In addition to the camera system, Weber County utilizes an intercom system with intercoms installed at secured doors throughout the facility, in each housing area, and within individual cells and dormitories. This intercom system allows inmates to communicate directly with the Control Room for their assigned pod, while Central Control has the capability to initiate communication with any intercom throughout the facility.

Inmate Population: (Policy 500)

The Weber County Correctional Facility houses male and female incarcerated persons. The Jail Commander or the authorized designee is responsible for ensuring that detailed daily reports of the facility's inmate population are completed and maintained by the staff. The reports shall reflect the average daily population of sentenced and non-sentenced inmates by categories of adult male, adult female, juvenile male and juvenile female. The Jail Commander should collect and submit the data to the Sheriff in a monthly report within 10 working days of the end of each month. The Sheriff or the authorized designee should maintain the data in an accessible format for historical purposes and trend analysis and to respond to funding opportunities.

Programs:

Inmates are escorted to classrooms and/or the chapel for participation in educational programs, religious services and visits. Inmates are assigned a tablet or may access wall-mounted kiosks, which provide additional means for communication, financial management, healthcare requests, legal resources, and educational content. Routine medical services are provided daily, and the medical unit is staffed by medical personnel 24 hours a day. Inmates requiring immediate medical attention are escorted to the medical unit or transported to a local hospital for treatment as necessary. Deputies are assigned to the medical unit during daytime hours, seven days a week.



Medical Staff Policy and Procedure: (VitalCore)

VitalCore Health Strategies and its partner correctional facilities maintain zero tolerance for sexual abuse, sexual harassment, and physical abuse of incarcerated individuals. VitalCore provides timely medical and behavioral health care to individuals who report abuse to help reduce trauma. In partnership with facility administrators, VitalCore establishes procedures to detect, prevent, and reduce sexual abuse, assault, harassment, and physical abuse in compliance with the Prison Rape Elimination Act (PREA). VitalCore also assesses and treats individuals who commit sexual or physical abuse as part of its prevention efforts. Trauma-informed care principles guide the treatment of individuals affected by sexual or physical abuse.

Staff Training:

Weber County maintains a zero-tolerance policy for sexual abuse and sexual harassment. The Weber County Sheriff's Office fully supports the prosecution of individuals who commit acts of sexual assault or sexual harassment within the Weber County Correctional Facility. To mitigate the risk of in-custody sexual assault and harassment, the facility has established guidelines, policies, and procedures. Staff are required to complete (40) hours of annual training, which includes comprehensive coverage of PREA standards and policies during designated block training sessions.

Supervision of Inmates:

There shall be, at all times, sufficient staff designated to remain in the facility for the supervision and welfare of inmates, to ensure the implementation and operation of all programs and activities, as required by Minimum Jail Standards, and to respond to emergencies when needed. Such staff must not leave the facility while inmates are present and should not be assigned duties that could conflict with the supervision of inmates.

When both male and female inmates are held at this facility, a minimum of one male and one female deputy should be on-duty in the correctional facility at all times.

Staff members shall not be placed in positions of responsibility for the supervision and welfare of inmates of the opposite sex in circumstances that can be described as an invasion of privacy or that may be degrading or humiliating to the inmates. Staff used as program resource personnel with inmates should be of the same sex as the inmates when reasonably available. However, at least one staff member of the same sex as the inmates should be on-duty and available to the inmates during all such activities.

To the extent reasonably practicable, inmate bathrooms will contain modesty screens that preserve privacy without creating areas that cannot be properly supervised.

The Jail Commander or the authorized designee shall be responsible for developing staffing plans to comply with this policy. Records of staff deployment should be maintained in accordance with established records retention schedules.

Separation of Duties:

Maintenance personnel are employed to perform preventive, routine and emergency maintenance functions. Custody staff will not be given physical plant maintenance duties that distract from their primary responsibility of supervising inmates.

Staffing Plan Requirements: (Policy 224)

The Jail Commander shall ensure that a staffing plan conforming to the class type and size of this facility is prepared and maintained as described in the following section. The plan should detail all custody personnel assignments, including work hours and weekly schedules, and should account for holidays, vacations, training schedules and other atypical situations.

- At minimum, the staffing plan will include the following:
- Facility administration and supervision
- Facility programs, including exercise and recreation
- Inmate supervision and custody
- Support services including medical, food services, maintenance and clerical
- Other jail-related functions such as escort and transportation of inmates

Staffing Analysis: (Policy 224)

The Sheriff or the authorized designee shall complete an annual comprehensive staffing analysis to evaluate personnel requirements and available staffing levels. The staffing analysis will be used to determine staffing needs and to develop staffing plans.

This analysis shall include information gathered in collaboration with the health care provider in each facility regarding staffing requirements. The analysis relating to health care personnel shall be annually reviewed for adequacy by the health authority.

The Jail Commander, in conjunction with the PREA Coordinator, should ensure that staffing levels are sufficient to consistently and adequately fill essential positions, as determined by the staffing plan (28 CFR 115.13). Relief factors for each classification and position should be calculated into the staffing analysis to ensure staffing levels will consistently meet requirements. Staff should be deployed in an efficient and cost-effective manner that provides for the safety and security of the staff, inmates and the public.

The staffing analysis should be used to identify whether required activities are being performed competently and in compliance with current laws and office policies. If

deficiencies are noted, the staffing analysis should also include recommendations regarding what corrective measures may be needed, including the following:

- a) Operational changes
- b) Equipment requirements
- c) Additional training
- d) Supervisory intervention
- e) Additional personnel

	Chief	Lieutenant	Sergeant	Corporal	Deputy Sheriff	Civilian
Total hours contracted per employee per year (if a regular workweek is 40 hours, then 40 (52.14 weeks=2,086)	2086	2086	2086	2086	2086	2086
Average number of vacation hours per employee per year	N/A	183.82	183.82	144.04	120.12	120.12
Average number of compensatory hours off per employee per year	N/A	N/A	N/A	N/A	N/A	N/A
Average number of sick leave hours off per employee per year	N/A	96.2	96.2	96.2	96.2	96.2
Average number of training hours off per employee per year	40	40	40	40	40	40
Average number of personal hours off per employee per year	N/A	N/A	N/A	N/A	N/A	N/A
Average number of military hours off per employee per year	0	0	0	0	4.1	0
Total hours off per employee per year [total lines 3 through 8]	40	337.7	337.7	280.24	260.42	256.32
Net annual work hours [subtract line 9 from line 2]	2046	1748.3	1748.3	1805.76	1825.58	1829.68
Staff numbers	1	5	10	22	117	37

Approximately 1:5 ratio

Applicable Laws, Regulations, and Findings:

The Weber County Correctional Facility is reviewed by the Weber County Commission to ensure compliance with all applicable laws, regulations, and standards governing jail operations, including staffing requirements. The Sheriff ensures that a report detailing the findings of the staffing analysis is submitted to the officials responsible for funding the operation of the correctional facility. The Weber County Correctional Facility has not had any judicial or Federal findings of inadequacy. Nor has the facility had any findings of inadequacy by internal or external oversight bodies.

PREA Statistics:

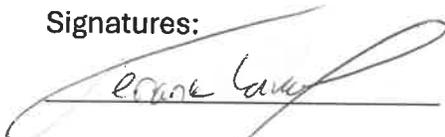
For the 2025 fiscal year, the Weber County Correctional Facility documented a total of ten reported incidents of sexual abuse and/or sexual harassment: nine unsubstantiated, one substantiated, and zero unfounded. An annual review was conducted with the PREA Coordinator/PREA Compliance Manager of substantiated and unsubstantiated incidents of sexual abuse and concluded that staffing was not an issue regarding the prevalence of sexual abuse within this facility.

Staffing Plan Review:

This staffing plan will be reviewed no less frequently than once annually by facility Administration in collaboration with the PREA Compliance Manager. The staffing plan review will be documented and recommendations for modification to the staffing plan implemented as applicable and appropriate. For compliance with PREA the staffing plan review must consider:

- Generally accepted detention and correctional practices are met
- Findings of inadequacy are addressed
- Adequate numbers of Supervisory personnel
- Physical plant inadequacies, such as "blind spots" on video monitoring systems are addressed to the maximum extent possible
- Responses are made where there is prevalence of sexual abuse reporting on a certain shift, in a certain location, with certain personnel, or as pertaining to other factors
- Programs occurring on a particular shift
- The composition of the inmate population
- Applicable state and federal laws and regulations
- Any other relative factors

Signatures:



Chief Deputy of Corrections



PREA Coordinator

2-10-26

Date

2/10/24

Date