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Personal Video Recorders
Video Recording of Incidents

New: 01/14
Revised 8/14

PERSONAL VIDEO RECORDERS

I. PURPOSE

- A. It is the intent of this policy to set forth the procedures and guidelines in creating recordings of specific actions of an inmate or inmates.

II. POLICY

- A. Attempts will be made to record all incidents such as destroying county property, a riot, suicide attempt, cell extractions, restraint chair placements, forced medications and/or resisting staff. These recorded incidents shall be kept as a permanent record and may be provided as evidence in a criminal proceeding.
- B. The purpose of this policy is as provided in Section I above, and not as a discipline policy. However, nothing in this policy restricts the Department from using recordings made under this policy as evidence for disciplinary actions against employees consistent the disciplinary policies of the County and Department. Post incident review of video and audio in any critical incident may be permitted by the Department provided that the decision on whether to permit such review is solely within the discretion of the administrator in charge of the investigation.
- C. This policy is inclusive of Sheriff's General Order section 450 and Policy section 2002.00 of Corrections Division.

III. DEFINITIONS

- A. MUVI Pro-- A portable digital video recorder that enables the user to record up to 90 minutes of video and sound utilizing the small hands-free recording device.

IV. PROCEDURES

- A. MUVI PRO video recorders will be provided to staff members at the beginning of each shift.
- B. Staff members will be responsible to activate the recorders in the event of an

INCIDENT VIDEO RECORDING

inmate/arrestee destroying county property, a riot, suicide attempt, cell extractions, restraint chair placements, forced medications and/or resisting staff, etc.

1. Staff members are encouraged to activate the recorders during any situation that appears to be escalating.
- C. Upon the conclusion of a recorded situation, the MUVI PRO recorder will be returned to the shift supervisor.
- D. The shift supervisor will download the video and attach it to the inmate's Global Jacket under documents.
 1. A copy of the event may be provided to other agencies for evidentiary purposes with approval from the Corrections Division Commander, or designee.

V. DOCUMENTATION

- A. Staff members preparing incident reports will document the presence of the video recorder, whether it was used and if the video was successfully downloaded.

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