

Section 17: Staff Training
Subject: Volunteers
Minimum Standard: 5120:1-8-17(F)
Revised:

Authorized: _____ **Effective date:** _____
Sheriff Paul A. Sigsworth

POLICY

The Erie County Jail shall have written policy and procedures that govern the screening, training, and use of prior to utilizing volunteers in the jail. It is the policy of the Erie County Jail to provide for competent volunteers to ensure the safety and security of the staff, inmates, and the jail. Prior to being allowed to be volunteer all will be subject to a thorough background investigation. Volunteers will be subject to the same background evaluation such as for correctional officers and must be approved by the Sheriff or Jail Administrator.

PROCEDURE

A. Screening

1. The Sheriff or directly appointed designee will ensure all volunteers of the Erie County Jail be submitted to a thorough background investigation.
2. The use of LEADS, FBI, BCI, OHLEG, local files and references will be used to examine a prospective volunteers' background.

B. Training

1. All newly assigned Volunteers will receive training in, but not limited to, the following areas:
 - a. Intercom use.
 - b. Contraband.
 - c. Jail Emergencies.
 - d. Any Jail Policy or Procedure that would relate to their volunteer assignment.

C. Use Of Volunteers

1. The Erie County Jail will utilize Volunteers for the following:
 - a. Bible Study.
 - b. AA Meetings.
 - c. Bayshore Mental Health.
 - d. CDTC Assessment.