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# Temporary Release of Inmates

## **1009.1 PURPOSE AND SCOPE**

The purpose of this policy is to establish guidelines and requirements for the temporary release of inmates as ordered by a court.

## **1009.2 POLICY**

It is the policy of this agency to release inmates from custody only when it is legal and when it is done in a manner that protects the security of the facility.

## **1009.3 COURT-ORDERED RELEASES FOR FUNERALS**

When the Jail Records Lieutenant receives an order from a court that directs an inmate be allowed to make a funeral visitation, he/she shall contact the inmate's family representative to determine what logistics are involved. The inmate or his/her family shall be responsible for any costs related to the visitation. If it is determined the visitation can occur, the Jail Records Lieutenant shall request the assistance of the Criminal Investigations Division to plan the visit.

The Criminal Investigations Division shall conduct any research necessary to ensure a safe transport and return of the inmate after the visitation. Specific details of the transport should not be provided to the inmate prior to the transport.

When the inmate is released for the visitation, the housing unit officer shall make a notation in the records management system.

The visitation shall be conducted in a private environment controlled by the Milwaukee County Sheriff's Office. There shall be a minimum of three deputies present with the inmate during transport. The inmate shall be restrained at all times, to include handcuffs, ankle restraints, and belly chains. Any Sheriff's Office deputy may cancel the visitation, if the conditions change in any way that may endanger the safety of anyone present or increase the risk of escape.