

Grant County Electronic Monitoring/Huber Offender Handbook

Things You Will Need:

- Total of \$405 for start-up fees
- Huber documented on JOC
- At least 25% of your sentence completed in the jail with no violations
- Driver's information (Proof of insurance, valid registration, valid driver's license)
- Proof of employment & income
- Proof of workman's comp

Fee Payment:

The EMP and Huber programs are a "Pre-Pay" program, meaning that fees for service will always be paid in advance. It is the responsibility of the offender to pay all fees related to the EMP/Huber programs. You will be required to pay \$350 at the time of enrollment, plus a \$25 set-up fee, \$25 strap fee and \$6 fee for an initial drug screening. This is NOT a deposit and the set-up fee, strap fee, and initial drug screening fee are non-refundable. Payments are due Saturdays by 6pm. Program fees are \$175.00/week and Non-Negotiable. Any Service Fees must be paid immediately. Failure to pay fees on time may be considered a program violation and may result in termination from the EMP/Huber programs.

Scheduling:

Depending on the type of monitoring you are on, there will be restrictions to your allowed "out time" and /or scheduled activities. Huber/EMP enrollees will only be allowed 60 hours per week for work, including drive time.

GPS monitoring:

You will need to establish an approved schedule with the program administrator prior to being permitted to leave your residence. Grant County has established strict guidelines as to what is allowed while on the program and schedules will only be approved that fit into the established criteria.

You will be permitted to work a normal work schedule, unless an exception is made by the county agent handling your case. This will generally require written notification from your employer that there is mandatory overtime required. You will be allowed only the necessary drive time required.

Initial_____

Grant County Electronic Monitoring/Huber Offender Handbook

You will be allowed 3 hours TCB (Take Care of Business) per week, to complete chores such as banking, grocery shopping, yard work, etc... This must be taken all at once (not an hour here and an hour there). This will only be allowed once every 7 days. If someone else lives with you TCB will not be allowed.

You will be allowed 2 hours a week (drive time included) to attend church services. Proof of attendance may be requested. Generally, a written acknowledgement from appropriate clergy member that you were in attendance will be acceptable.

Drug and Alcohol Testing:

There may be random testing for drugs and alcohol. Failure to comply with any requested test will require an immediate return to the Grant County Jail and removal from the EMP/Huber Program. Any costs associated with the random drug or alcohol screening will be the responsibility of the participant.

Schedule Changes:

Schedule changes must be made at least 24 hours in advance, and must be verifiable. You will only be permitted to make schedule changes once per day, so it is important that you plan carefully. Schedule changes shall be called into on-duty jail staff at (608) 723-6372.

Fire or Medical Emergency:

In the event of a fire or medical emergency, the primary concern is first for the health and well-being of the offender. Therefore, it is expected that the emergency will be dealt with first. Once the emergency is dealt with, the offender or designee should advise Grant County of the emergency and subsequent actions.

All doctor, dentist, and other approved appointments must be scheduled at least 24 hours in advance.

Weather Emergency:

If local law enforcement, television, radio or the emergency broadcast system is directing you to take shelter due to impending severe weather, the primary concern is for your safety and well-being. Follow the emergency instructions. If this disrupts your monitoring in any way, contact the jail as soon as it is safe to do so.

Initial_____

Grant County Electronic Monitoring/Huber Offender Handbook

Holidays:

Participants on the EMP will not be given any special privilege for holidays, whether civil or religious. It will be assumed that you will be off work on generally acknowledged holidays. However, if your employer requires you to work on a holiday you must inform staff at least 24 hours in advance for verification purposes.

Grievances:

In the event that you receive a violation and would like to submit a grievance, you must submit it in writing, to the agent handling your case. All grievance letters must be submitted within 5 business days of the alleged violation.

BLUtag Instructions-

- Attach the magnetic charging cradle to the bottom side of the device.
- Lights on the front/top will indicate charging status, not the battery level.
- Remove the charger by gently detaching it from the device. (Do not pull on the cord)
- Charge a minimum of 2 continuous hours a day
- If you receive a low battery alert (vibration), charge for 2.5 continuous hours or until the battery status indicator turns green, which indicates a full charge.
- Do not charge while sleeping or driving.
- Do not submerge BLUtag in water (baths, pools, large bodies of water).
- Do not force a boot over the device.
- A sock can be worn over and or under the device.
- BLUtag is hypoallergenic and cannot over heat.
- Do not tamper with the device (no pulling, striking, attempting to open).
- Do not expose to extreme temperatures (below -4 or above 131 degrees Fahrenheit).
- Notify the agency if a medical procedure requires removal of the device.
- Do not press "status call button" unless instructed by the agency.
- If the device vibrates, beeps, contact the agency.
- IF the light shines or blinks when off the charger, contact the agency.

Initial_____

Grant County Electronic Monitoring/Huber Offender Handbook

Introduction:

Electronic Monitoring Program (EMP) is a program that Grant County offers and is administered by SECURUS Monitoring. Placement on the EMP is a privilege and failure to comply with any program rules may result in disciplinary action; up to and including termination from the program. Please read this Electronic Monitoring Offender Handbook carefully and make sure you ask the Field Service Officer completing your enrollment any questions you might have. Failure to read and understand these rules will not be an acceptable excuse for non-compliance.

Monitoring:

You will be monitored by a 24/7 Monitoring Center while enrolled in the program. This monitoring requires 2-way communications between the BLUtag unit and the Monitoring Center Server by way of cellular phone towers (unless otherwise specified).

Fees Types:

Monitoring Fees-

- **Daily Monitoring Fee:** you will be charged a daily fee of (\$25) for each day that you are monitored. You will be required to pay this fee for every day the unit is active while enrolled in the electronic monitoring program.

Initial _____

Other Fees-

- **Non-returned Equipment Fee:** Upon completion of your sentence, all monitoring equipment must be returned when you come in to get your tracking device removed. Failure to do so will result in a \$15.00 per day fee for each day after, until equipment is returned. **Failure to return equipment within 30 days may result in theft charges being filed. Intentionally damaged equipment may result in criminal damage to property charges being filed.**
- **Strap Fee:** you will be charged \$25.00 at the beginning of the program for a transmitter strap. You will be charged \$25.00 for any additional straps.
- **Lost or damaged equipment fee:** You will be responsible for any repair/replacement costs incurred due to lost or damaged equipment while assigned to you. This includes damages caused by acts of nature.

Initial _____

Initial _____

Grant County Electronic Monitoring/Huber Offender Handbook

General rules-

1. I agree to allow law enforcement to enter my residence at any time to ensure that I am complying with the rules of the program and/or inspect the program equipment.
2. I agree to report to the Grant County jail at such times in such a manner as directed by the Grant County Sheriff Dept.
3. I understand that Grant County does not have any responsibility to provide food, clothing, dental or medical care during participation in the program.
4. I agree to respond to all messages sent to my tracking unit.
5. I am not allowed to go swimming, take a bath, or submerge the tracking bracelet in water, Showers are acceptable.
6. I will report any and all police contacts to the program administrator.
7. I understand that I may be removed from the program at any time and serve out the remainder of my sentence in the jail.
8. I understand that all movement will be tracked and stored as an official record.

General Violation's-

1. Any rude or vulgar behavior toward county staff.
2. Any threats of violence toward county staff.
3. Any attempts to bribe or garner special treatment from county staff.
4. Failure to make fee payment or late payment.
5. Intentionally damaging or defacing any monitoring equipment.
6. Any attempts to tamper with, deceive or otherwise "cheat" the monitoring device.
7. Failure to report changes to address or phone number
8. Failure to report for appointments with county staff.
9. Arrest for new charges or serious traffic violation.
10. Failure to report change of employer or employment status.
11. Not answering the telephone, or otherwise avoiding contact from county staff.
12. Failure to submit to a breath or urine test as directed by county staff.

Initial_____

Grant County Electronic Monitoring/Huber Offender Handbook

GPS Monitoring Violations-

1. Failure to charge monitoring device as required (1-piece unit for 2 hours per day.)
2. Any contact (even 3rd party) with victim, or alleged victim, of your charges. (if applicable.)
3. Any attempts to shield, block or disrupt GPS or cellular communications.
4. Tampering with or removing ankle transmitter without consent from county staff.
5. Any attempt to enter an exclusion zone, or failure to leave immediately upon doing so.
6. Leaving a lock down zone during any lock down time.
7. Failure to respond to, or comply with any direction given.

******If you receive a violation which results in your Huber/EMP privilege being revoked or suspended for a period of time, all fees paid for that week are non-refundable and will be forfeited.**

Program Completion-

Upon completion of the EMP, you must set up a time to report to the Grant County Jail to remove/disconnect your equipment. In the event that you are paid ahead, any unused fees will be returned to you after equipment is returned.

Access to Courts-

Nothing within these policies or procedures limits or removes your rights to appeal any action directly to the courts.

Questions-

If you have any questions, contact the Grant County Jail at: 608-723-6372.

SCHEDULED TAKE CARE of BUSINESS HOURS (3) ARE AS FOLLOWS: _____

Initial_____

Grant County Electronic Monitoring/Huber Offender Handbook

Acknowledgement of Understanding:

I, _____, have read or have had read to me, and fully understand the rules contained within the Electronic Monitoring/Huber Offender Handbook. I have been given the opportunity to ask questions and have them answered by Grant County Staff. I fully understand, and agree to comply with, all EMP rules, as well as any instructions given by Grant County Staff. I understand all policies regarding my responsibility for monitoring equipment and agree to comply with them. I understand the fee payment policy and agree to comply with it.

Offender Signature: _____

Date: _____

Program Administrator: _____

Date: _____

Initial _____