



JEFFERSON COUNTY SHERIFF'S OFFICE

JIM ADKINS, SHERIFF

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www.co.jefferson.or.us/sheriff

Notice

To: All Staff, Attorneys and visitors

From: Jim Adkins, Sheriff

Date: January 12, 2018

Re: **Change of procedures** - Professional visits at the jail

Effectively immediately the following procedure and **restrictions** will be in place for professional visits, Private Investigators and Visitors.

There will be no inmate visits between the hours of 6:00 a.m. to 7:00 a.m., 12:00 p.m. to 1:00 p.m., and 5:00 p.m., to 6:00 p.m., due to the fact this is the inmates time to eat their meal and my staff members are very busy serving meals and later, picking trays up after each meal.

Exceptions to the meal time visit limitations will only be granted to attorneys who need to see their clients. Please try to limit times you visit during these meal times and keep in mind my staff is very busy during these time periods.

Professional visits occurring during evenings and weekends – Will occur. I would greatly appreciate it if you'd give my staff a "heads up" phone call prior to your arrival. (541.475.2869) However if you show up unannounced, we will accommodate you. Please be patient, as it will take a little time to make last minutes arrangements for your visit.

Our mission statement is – **"Safeguard all people and their property, serving all equally, with empathy, dignity and respect."**

Jim Adkins, Sheriff