



---

# **Chillicothe Correctional Institution**

---

**October 18, 2016  
October 19, 2016  
October 20, 2016**

---

**Charlie Adams,  
Report Coordinator**

---

**TABLE OF CONTENTS**

**INSPECTION SUMMARY** ..... 4

**SAFETY AND SECURITY** ..... 17

- A. Violence Outcome Measures
- B. Use of Force
- C. Control of Illegal Substances
- D. Inmate Perception of Safety
- E. Unit Security Management
- F. Institutional Security Management
- G. Prison Rape Elimination Act (PREA)

**HEALTH AND WELLBEING** ..... 26

- A. Unit Conditions
- B. Medical Services
- C. Mental Health Services
- D. Recovery Services
- E. Food Services
- F. Recreation

**FAIR TREATMENT** ..... 37

- A. Staff/Inmate Interactions
- B. Inmate Grievance Procedure
- C. Inmate Discipline
- D. Transitional Programming Unit (TPU)

**REHABILITATION AND REENTRY** ..... 44

- A. Reentry Planning
- B. Rehabilitative Programming
- C. Family Engagement and Community Connections
- D. Academic Programming
- E. Library Services
- F. Vocational and Work Skill Development
- G. Ohio Penal Industries (OPI)

**FISCAL ACCOUNTABILITY** ..... 54

- A. Fiscal Wellness
- B. Environmental Sustainability
- C. Staff Management

**APPENDIX** ..... 65

- A. Inmate Survey
- B. Officer Survey
- C. Supervisor Survey
- D. Institutional Checklists
- E. Glossary of Terms
- F. Endnotes

**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT  
ON THE INSPECTION AND EVALUATION OF  
CHILLICOTHE CORRECTIONAL INSTITUTION**

<b>Dates of Inspection:</b>	October 18, 2016 October 19, 2016 October 20, 2016
<b>Type of Inspection:</b>	Unannounced
<b>Legislators/CIIC Staff Present:</b>	Emily Phillis, Aide for Rep. Johnson Charlie Adams, Corrections Analyst II Adam Jackson, Corrections Analyst II Darin Furderer, Corrections Analyst I Maggie Ogonek, Corrections Analyst I
<b>Facility Staff Present:</b>	Warden Charlotte Jenkins CIIC spoke with many additional staff throughout the course of the inspection.

**Institution Overview**

Chillicothe Correctional Institution (CCI) is a minimum/medium security prison, housing Level 1 (minimum) security and Level 2 (medium) security inmates, as well as Death Row.<sup>i</sup> CCI opened in 1966 on 72 acres in Chillicothe, Ohio. The institution's FY 2015 GRF budget was \$45,312,258.<sup>ii</sup>

The rated capacity for CCI is 1,673.<sup>iii</sup> As of October 19, 2016, the institution housed 2,664 inmates<sup>iv</sup> (159.2 percent of capacity). Demographically, 65.0 percent of the inmates are classified as white, 33.2 percent as black, and 1.8 percent as of another race. The average inmate age was 42.9 years.<sup>lv</sup> The institution employs 529 total staff, of which 315 are security staff.<sup>vi</sup>

The institution scored 100 percent compliance on the most recent ACA audit for mandatory standards, and 99.1 percent compliance on non-mandatory standards.<sup>2vii</sup> In its most recent full internal management audit, CCI was 98.3 percent compliant on mandatory standards, and 97.7 percent compliant on non-mandatory standards. Of the Ohio Standards, the facility was found to be 90.6 percent compliant with the standards.<sup>3,4viii</sup>

<sup>1</sup> The youngest inmate was listed as 18.3 years of age and the oldest inmate was listed as 85.1.

<sup>2</sup> The most recent ACA audit was conducted on April 4-6, 2016.

<sup>3</sup> CCI was non-compliant on one ACA mandatory standards related to monthly health/safety inspections; non-compliant on ten ACA non-mandatory standards related to documentation of staff training, translation of rulebook in to Spanish, square footage of cells and unencumbered living areas, inmate access to dayroom space; and 10 non-compliant Ohio standards related to ORAS quality of assurance, inmate case plan, business office records, education records, and apprenticeship advisory committee.

<sup>4</sup> The full internal management audit was conducted on January 26-28, 2016.

**I. INSPECTION SUMMARY**

**SAFETY AND SECURITY: GOOD<sup>5</sup>**

INDICATORS	RATING	FINDINGS
<b>Violence Outcome Measures</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Inmate-on-inmate assaults in CY 2015 increased by four and inmate-on-staff assaults decreased by 55.0 percent in comparison to CY 2014.</li> <li>• The rate of disciplinary convictions for assaults slightly increased by 5.4 percent. However, the rate was less than comparator prisons and significantly less than the DRC average.</li> <li>• The rate of fight convictions increased by 33.4 percent and was slightly more than comparator prisons, but less than the DRC average.</li> <li>• There were no homicides during the period evaluated.</li> <li>• There were zero disturbances in CY 2015.</li> </ul>
<b>Use of Force</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Use of force incidents decreased by 22.6 percent.</li> <li>• A review of use of force incidents indicated great video documentation, appropriate referrals to a use of force committee, thorough officer statements, and the majority of inmates provided statements.</li> <li>• However, one planned use of force indicated concerns and another incident was determined to be unjustified by a use of force committee.</li> </ul>
<b>Control of Illegal Substances</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• 2.5 percent of inmates tested positive for an illegal substance, an increase, but was less than comparator prisons and the DRC average.</li> <li>• The institution drug tested 45 inmates for programs and 78 for cause, which is less than the DRC average.</li> </ul>

<sup>5</sup> CIIC ratings are based on a four point scale: Exceptional, Good, Acceptable, and In Need of Improvement. Ratings for the overall area are based on the balance of the indicator ratings for that area. A rating of “Exceptional” for an indicator means that there is no room for improvement and, generally, that the facility performs above other prisons. A rating of “Good” for an indicator means that the prison more than meets the standard, but is not significantly better than other prisons or there is still room for improvement. A rating of “Acceptable” for an indicator means that the prison just meets the standard or meets the standard with minor exceptions. A rating of “In Need of Improvement” for an indicator means that the prison does not meet standards, is significantly different from other prisons in a negative manner, or that CIIC staff had serious concerns.

<p><b>Inmate Perception of Safety</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• 71.3 percent of survey respondents reported they are safe. This is slightly higher in comparison to the 2014 inspection.</li> <li>• A few open-ended survey responses indicated safety as a positive aspect of the institution.</li> <li>• 11 inmates were in restrictive housing for refusal to lock, but no inmates were under PC invest or approved placement.</li> </ul>
<p><b>Unit Security Management</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• Officers were consistent in documenting rounds in the requisite 30 minute, staggered intervals, but were inconsistent for the documentation of required shakedowns.</li> <li>• CIIC's security review of general population cells and bunks indicated no concerns. However, there were a few concerns of covered cell windows and clotheslines in two death row units.</li> <li>• There were only three overdue security classification reviews.</li> </ul>
<p><b>Institutional Security Management</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• Executive staff members are consistently making the required rounds.</li> <li>• The institution has a multifaceted tracking system for violent incidents.</li> <li>• Correctional officers believe they are adequately informed of incidents.</li> <li>• The number of rule 17 convictions is in line with the STG population.</li> <li>• STG meetings are being held, but do not always include staff who are required to attend. There were zero overdue security threat group classification reviews without cause, which is exceptional.</li> <li>• There have been no escapes or attempts during the period evaluated.</li> </ul>
<p><b>Prison Rape Elimination Act (PREA)</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• The facility exceeded six standards and met the remaining 35 standards in their 2016 PREA audit.</li> <li>• PREA posters were posted in all housing units.</li> <li>• A similar percentage of inmate survey respondents indicated they knew how to report sexual contact in comparison to the DRC average.</li> <li>• Five of the 35 PREA cases were substantiated in CY 2015.</li> <li>• Staff did not always make an announcement or utilize the notification system when a female was entering the housing unit.</li> <li>• The IMA indicated full compliance with PREA standards.</li> </ul>

**HEALTH AND WELLBEING: ACCEPTABLE**

INDICATORS	RATING	FINDINGS
<b>Unit Conditions</b>	<b>In need of Improvement</b>	<ul style="list-style-type: none"> <li>• CCI consists of four celled housing units and nine dorm housing units which there are three merit units, five general population units, one reintegration unit, one faith based unit, one therapeutic community, and one wellness unit.</li> <li>• Most dayroom/common areas were rated as acceptable for cleanliness.</li> <li>• Most cell/dorm conditions were rated as acceptable for cleanliness with noted concerns regarding cleanliness, property limits and the presence of roaches.</li> <li>• Renovations were in progress to the unit shower and toilet areas.</li> <li>• Cleaning materials were observed in all but one housing unit, as well as concerns noted about the number of chemicals available for cleaning and the concentration levels of the chemicals.</li> <li>• CCI staff relayed that CCI capital improvement projects include a window renovation project in addition to the shower and toilet renovations.</li> <li>• Death row is comprised of three separate units and each cell only houses one inmate to a cell.</li> <li>• The Death Row open-ended inmate survey respondents relayed positive comments in relation to the staff being professional and helpful, the visitation process was accommodating for the inmates on Death Row, as well library services and church services being a positive aspect of CCI for the Death Row inmates.</li> <li>• Inmates on Death Row relayed concerns regarding the new shower not draining water properly, the need for computer screens on the legal service computers to prevent glare from the sun, a lack of hot water, the need for more phones, food conditions, the need for more programs and recreation and the need for more diverse staff and racial equality.</li> </ul>
<b>Medical Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Medical facilities were observed to be in good condition.</li> <li>• The facility appears to have sufficient coverage of medical staff.</li> </ul>

		<ul style="list-style-type: none"> <li>• Inmate focus groups were very mixed regarding medical care at CCI.</li> <li>• The most recent Internal Management Audit reported no concerns.</li> </ul>
<b>Mental Health Services</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Staffing levels appear to be sufficient given the numbers of individuals on the caseload.</li> <li>• The institution reported zero suicides and two suicide attempts since January 2014.</li> <li>• The number of mental health programs offered to inmates and the number of inmates participating in programs is acceptable. Additionally, CCI facilities an ITP program.</li> <li>• The most recent Internal Management Audit reported no concerns.</li> </ul>
<b>Recovery Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• The recovery service facilities were noted to be clean.</li> <li>• CCI facilitates a Therapeutic Community at their institution.</li> <li>• A good number of inmates participate in self-help groups and in formal treatment programming.</li> <li>• In FY 2015, program termination rates were lower than the DRC.</li> </ul>
<b>Food Services</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• The meals sampled by CIIC were rated as good and acceptable.</li> <li>• CCI has an incentive program that allows inmate workers to earn \$10 to \$20 more than their normal monthly wage.</li> <li>• Negatively, 85.3 percent of inmate survey respondents (n=475) indicated that they were either “unsatisfied” or “very unsatisfied” with the quality of the food served. The most common reason for inmate dissatisfaction with the food operations was regarding sanitation concerns.</li> <li>• Also negatively, CCI scored only 85.0 percent In their two most recent evaluation by the DRC Food Service Contract Monitor.</li> </ul>
<b>Recreation</b>	<b>Exceptional</b>	<ul style="list-style-type: none"> <li>• Physical facilities appeared very clean and were in use during the inspection.</li> <li>• Inmates are offered a wide selection of activities for recreation.</li> <li>• Inmate survey respondents raved about the yard space and recreation at CCI.</li> </ul>

**FAIR TREATMENT: GOOD**

INDICATORS	RATING	FINDINGS
<b>Staff/Inmate Interactions</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Over half inmate respondents reported feeling that housing unit officers were responsive to their needs and were professional.</li> <li>• Inmate open-ended survey respondents relayed positive comments about the yard, programs, the library and the chapel.</li> <li>• 30 to 60 day release focus groups participants relayed that unit staff are visible and approachable.</li> <li>• A little over half of inmate survey respondents reported that they had been harassed, threatened or abused by staff in some manner, the most common reasons noted were insulting remarks and feeling threatened or intimidated.</li> </ul>
<b>Inmate Grievance Procedure</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Many inmate survey respondents indicated they have access to informal complaints.</li> <li>• Of the total informal complaints for CY 2015, only 8.0 percent were outside the seven day timeframe for response.</li> <li>• In CY 2015, there were a total of 372 inmate grievances filed at CCI.</li> <li>• A low number of inmate survey respondents reported they felt that grievances and informal complaints were handled fairly.</li> </ul>
<b>Inmate Discipline</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• The RIB panel followed standard hearing procedures, with a few exceptions and the closed case review indicated exceptional oversight.</li> <li>• The RIB panel’s review of relevant evidence was good as staff took time to review video footage as well as contraband slips.</li> <li>• Due process appeared to be afforded per DRC policy.</li> <li>• Sanctions did not appear excessive in comparison to past and current DRC restrictive housing practices.</li> </ul>
<b>Transitional</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• CCI significantly decreased their Segregation/TPU population since the</li> </ul>



<p><b>Programming Unit (TPU)</b></p>		<p>2014 inspection.</p> <ul style="list-style-type: none"> <li>• The TPU population was in line with the institutional demographics.</li> <li>• There were no cell security issues, the review of randomly selected segregation log sheets indicated that they are being fully completed, and a review of the employee sign-in logbook indicated that executive staff are doing an acceptable job conducting necessary rounds.</li> <li>• Although staff relayed that uses of force were rare on the TPU unit, they relayed that the most recent use of force occurred the week before the CIIC inspection. However, the use of a disciplinary meal (“food loaf”) also rarely occurs.</li> </ul>
--------------------------------------	--	--

**REHABILITATION AND REENTRY: GOOD**

INDICATORS	RATING	FINDINGS
<p><b>Reentry Planning</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• Staff relayed that case managers are expected to facilitate two reentry approved programs a quarter.</li> <li>• Inmate focus group participants relayed more access to community resources and programming would better help prepare them for release.</li> <li>• Out of twenty-four RPLANS reviewed, only four of the reviewed RPLANS were not completed thoroughly.</li> <li>• CCI had a reentry fair at the time of this site visit.</li> </ul>
<p><b>Rehabilitative Programming</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• CCI has five reentry approved programs being facilitated by unit staff.</li> <li>• Inmate open ended survey respondents reported that programming at CCI was one of the positives of CCI.</li> <li>• The waitlist for reentry approved programs is high.</li> <li>• CCI has multiple inmate facilitated program and meaningful activities.</li> </ul>
<p><b>Family Engagement and Community Connections</b></p>	<p><b>Good</b></p>	<ul style="list-style-type: none"> <li>• CCI does promote inmate communications with family, friends, and community through family participation in educational graduations, fatherhood events, program graduations, and religious programs.</li> </ul>

		<p>Inmates also have standard visitation and access to phones and mail.</p> <ul style="list-style-type: none"> <li>• CCI held a Family Reentry Summit in July 2016.</li> </ul>
<b>Academic Programming</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• CCI education department offers Pre-GED, GED, Career Technical Education, career enhancement programs, advanced job training, and apprenticeship programs.</li> <li>• CCI academic enrollment has slightly increased from FY 2014 to FY 2015 but is still slightly lower than the DRC and comparator prisons average.</li> <li>• Inmate survey respondents reported it being easy to get into academic programming.</li> </ul>
<b>Library Services</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• The library was clean and well maintained. There is a seating capacity for fifty inmates.</li> <li>• There are nine total computers to include seven Lexis Nexis and two reentry computers.</li> <li>• The number of population visits from FY 2014 to FY 2015.</li> </ul>
<b>Vocational and Work Skill Development</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• CCI offers seven apprenticeship programs.</li> <li>• The rate of career tech certificates earned to enrollment has slightly decreased from FY 2014 to FY 2015.</li> <li>• A low number of inmate survey respondents indicated it being easy to get in to vocational training.</li> <li>• The OPI shops at CCI consist of OPI Paint Shop, OPI Machine Shop, OPI Welding Shop, OPI Vehicle Assembly Shop, OPI Refurbish Shop, OPI Fabrication Shop, and the OPI Vehicle Modular Shop.</li> <li>• Staff relayed that they currently do not have any apprenticeship programs in OPI but are working on developing various programs.</li> </ul>

**FISCAL ACCOUNTABILITY: GOOD**

INDICATORS	RATING	FINDINGS
<b>Fiscal Wellness</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• In FY 2016, CCI reduced their total staff overtime costs by 58.7 percent from FY 2015.</li> <li>• CCI decreased their property loss payouts in CY 2015.</li> <li>• In their most recent internal audit, CCI was compliant in each of their ten applicable mandatory standards.</li> <li>• Negatively, the External Auditor found four inaccuracies in their most recent external fiscal audit.</li> </ul>
<b>Environmental Sustainability</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• CCI significantly reduced their usage for each of their utilities.</li> <li>• Since 2015, CCI has had 50 graduates from the Roots of Success program.</li> <li>• According to their sustainability report, CCI increased their recycling revenue by 47.1 percent.</li> <li>• Overall, CCI increased their total utility costs by 2.8 percent in FY 2016. However, CCI reduced their gas and electrical usage. The largest reduction was their natural gas usage which was reduced by 4.7 percent.</li> </ul>
<b>Staff Management</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Overall, officer and supervisor survey results were positive.</li> <li>• CCI staff completed 100 percent of their mandatory training.</li> <li>• CCI supervisors completed 100 percent of their performance evaluations.</li> <li>• In FY 2016, CCI had a 6.5 percent total staff turnover ratio.</li> <li>• Since August 2015, CCI staff has attended 24 job fairs and career expos that were conducted at various agencies and universities throughout the state</li> </ul>

**DRC RESPONSE**

CIIC provided a draft of the inspection report to DRC for DRC staff's review, comment, and response. The following action plans were provided in response to the CIIC report.

**ISSUES CITED BY CIIC AS IN NEED OF IMPROVEMENT**

<b>Issue</b>	<b><i>Problem noted by CIIC – Unit Conditions (Rating – In Need of Improvement)</i></b>
	<ul style="list-style-type: none"> <li>• CCI consists of four celled housing units and nine dorm housing units which there are three merit units, five general population units, one reintegration unit, one faith based unit, one therapeutic community, and one wellness unit.</li> <li>• Most dayroom/common areas were rated as acceptable for cleanliness.</li> <li>• Most cell/dorm conditions were rated as acceptable for cleanliness with noted concerns regarding cleanliness, property limits and the presence of roaches.</li> <li>• Renovations were in progress to the unit shower and toilet areas.</li> <li>• Cleaning materials were observed in all but one housing unit, as well as concerns noted about the number of chemicals available for cleaning and the concentration levels of the chemicals.</li> <li>• CCI staff relayed that CCI capital improvement projects include a window renovation project in addition to the shower and toilet renovations.</li> <li>• Death row is comprised of three separate units and each cell only houses one inmate to a cell.</li> <li>• The Death Row open-ended inmate survey respondents relayed positive comments in relation to the staff being professional and helpful, the visitation process was accommodating for the inmates on Death Row, as well library services and church services being a positive aspect of CCI for the Death Row inmates.</li> <li>• Inmates on Death Row relayed concerns regarding the new shower not draining water properly, the need for computer screens on the legal service computers to prevent glare from the sun, a lack of hot water, the need for more phones, food conditions, the need for more programs and recreation and the need for more diverse staff and racial equality.</li> </ul>

	<p><b>Tasks</b></p> <ol style="list-style-type: none"> <li>1. The Unit Manager and staff have removed cardboard and clutter items from the units.</li> <li>2. The exterminator has sprayed in the dorms several times since the CIIC visit. The Unit Manager has scheduled the exterminator to conduct extensive pest control.</li> <li>3. According to chemical policy 10-SAF-12, CCI provides an ample amount of low/non-hazardous chemicals for use in cleaning the units. These chemical boxes can be refilled multiple times on three different days.</li> </ol>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. Cassie Kinker, UMC</li> <li>2. Cassie Kinker, UMC</li> <li>3. Robbie Say, Health and Safety</li> </ol>
<p><b>Comments:</b> Clutter and disorganization were remedied by daily rounds by Unit Staff and weekly Executive Staff rounds.</p>		

<p><b>Issue</b></p>	<ul style="list-style-type: none"> <li>• <b>Problem noted by CIIC – Food Service (Rating – In Need of Improvement)</b></li> <li>• The meals sampled by CIIC were rated as good and acceptable.</li> <li>• CCI has an incentive program that allows inmate workers to earn \$10 to \$20 more than their normal monthly wage.</li> <li>• Negatively, 85.3 percent of inmate survey respondents (n=475) indicated that they were either “unsatisfied” or “very unsatisfied” with the quality of the food served. The most common reason for inmate dissatisfaction with the food operations was regarding sanitation concerns.</li> <li>• Also negatively, CCI scored only 85.0 percent in their two most recent evaluations by the DRC Food Service Contract Monitor.</li> </ul>	
	<p><b>Tasks</b></p> <ol style="list-style-type: none"> <li>1. The Business Administrator will conduct weekly inspections of Food Service to ensure action plan is being followed.</li> </ol>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. Jane McAfee, BA3</li> </ol>

	<p><b>Comments:</b> : In their most recent evaluation by the DRC Food Service Contract Monitor, CCI was only 85.0 percent compliant. In their previous evaluation, CCI was 90.0 percent compliant. The food service evaluation completed by the DRC Food Service Contract Monitor on November 12, 2016 was 96.0 percent compliant.</p>
--	--

**ADDITIONAL CIIC RECOMMENDATIONS AND SUGGESTIONS**

(other than those previously addressed above in the sections rated as In Need of Improvement)

<b>Issue</b>	<b>Observations noted by CIIC</b> On the first day of the inspection, CIIC found a foreign object in their meal.	
	<p><b>Tasks</b></p> <ol style="list-style-type: none"> <li>1. Food Service Director followed up with distributor</li> </ol>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. Chris Brady, Food Service Manager</li> </ol>
	<p><b>Comments:</b> A small rock was found in the pinto beans. It is reported by food service management during the harvesting process for beans, foreign objects may also be collected by the equipment. Food service management contacted the distributor to report this issue.</p>	

<b>Issue</b>	<b>Observations noted by CIIC</b> Although the dining hall floor and tables were clean and clear of debris, CIIC staff found mouse droppings in the corner of the dining hall.	
	<p><b>Tasks</b></p> <ol style="list-style-type: none"> <li>1. The Business Administrator will conduct weekly inspections of Food Service and ensure action plan is being followed.</li> </ol>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. Jane McAfee, BA 3</li> </ol>
	<p><b>Comments:</b> A plan was developed by both the Health &amp; Safety Coordinators and our contract pest control service provider to address the issue. Contract pest control service provider services the entire food service facility once per week. Maintenance issues were addressed. Issue is under control at this time.</p>	

<b>Issue</b>	<p><b>Observations noted by the CIIC</b>                  On the day of the inspection, CCI maintenance concern included three inoperable kettles and two inoperable grilles that have on-going issues for an extended period of time.</p>	
	<p><b>Tasks</b>                  1. Continue to monitor through weekly Food Service Meeting. CCI Food Service Team will ensure kettles are in operation.</p>	<p><b>Person Responsible</b>                  1. Jane McAfee, BA3                  2. Jon Pence, DWO                  3. Chris Brady, Food Service Manager.</p>
	<p><b>Comments:</b> Aramark management have ordered the necessary parts to repair and/or replace these pieces of equipment.</p>	

<p><b>Issue</b></p>	<p><b>Observations noted by the CIIC</b>                  Housing unit officers are required to search inmates' bunks/cells for contraband, including illegal drugs and weapons. Officers were inconsistent for the documentation of required shakedowns. Staff relayed they addressed the concern with supervisors as well as to officers through roll call.</p>	
	<p><b>Tasks:</b>                  Here are the actions taken since the CIIC visit.</p> <ul style="list-style-type: none"> <li>• Every Saturday, a Shift Commander is reviewing every unit shakedown log from the previous week.</li> <li>• The Shift Commander compiles a spreadsheet of all missed shakedowns and forward it to the Majors office.                  The first instance of not completing/logging the shakedown the officer is brought in and counseled on the importance of completing and or documenting shakedowns by a shift supervisor and it is placed in supervisor notes.</li> <li>• The following action is taken if there is a second instance of the same officer not completing and or documenting shakedowns. The officer is brought in to the Majors office with a union rep and counseled on the importance of completing/documenting the shakedowns and this counseling is placed in supervisor notes. The officer is also advised that if they fail to complete/document the shakedowns in the future that an incident report will be completed and it could lead to discipline.</li> <li>• After two counseling sessions on the same officer an incident report will be completed and discipline could possibly occur.</li> </ul>	<p><b>Person Responsible</b></p> <ol style="list-style-type: none"> <li>1. Steve Jenkins, Acting Major</li> <li>2. Jon Pence, DWO</li> </ol>



**II. SAFETY AND SECURITY**

**CIIC EXPECTATION: Prisons will provide a safe and secure environment for all inmates.**

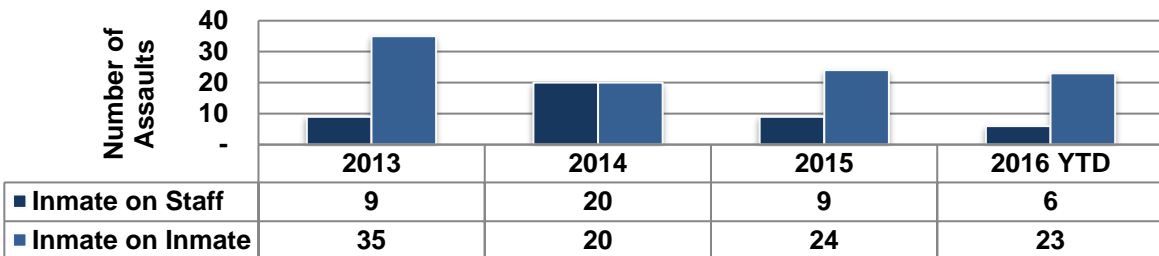
**A. VIOLENCE OUTCOME MEASURES**

CIIC’s evaluation of violence focuses on the number and rate of disciplinary convictions for assaults, fights, the number of homicides, and disturbances at the institution during a year in comparison to the previous year; the comparator prisons rate; and the DRC average. The evaluation also considers the facility’s response and efforts to reduce violence. Overall, the CIIC inspection team rated violence outcome measures as **GOOD**.

**Assaults**

- During CY 2015, there were 24 reported inmate-on-inmate assaults.<sup>ix</sup> Total inmate-on-inmate assaults in CY 2015 increased by four assaults in comparison to CY 2014.<sup>6x</sup>
- The institution reported nine inmate-on-staff assaults during CY 2015.<sup>xi</sup> Total inmate-on-staff assaults in CY 2015 decreased by 55.0 percent in comparison to CY 2014.<sup>7xii</sup>
- The rate of inmate disciplinary convictions for assaults slightly increased by 5.4 percent during CY 2015 in comparison to CY 2014.<sup>8xiii</sup> However, the rate of inmate disciplinary convictions for assaults for CY 2015 at CCI was less than comparator prisons and significantly less than the DRC average.<sup>9xiv</sup>

**Chart 1  
Total Assaults  
CY 2013 – CY 2015**



<sup>6</sup> During CY 2014, there were 20 inmate-on-inmate assaults.

<sup>7</sup> During CY 2014, there were 20 inmate-on-staff assaults.

<sup>8</sup> The rate of inmate disciplinary convictions for assaults in CY 2014 was 20.3 per 1,000 inmates. The rate in CY 2015 was 21.4.

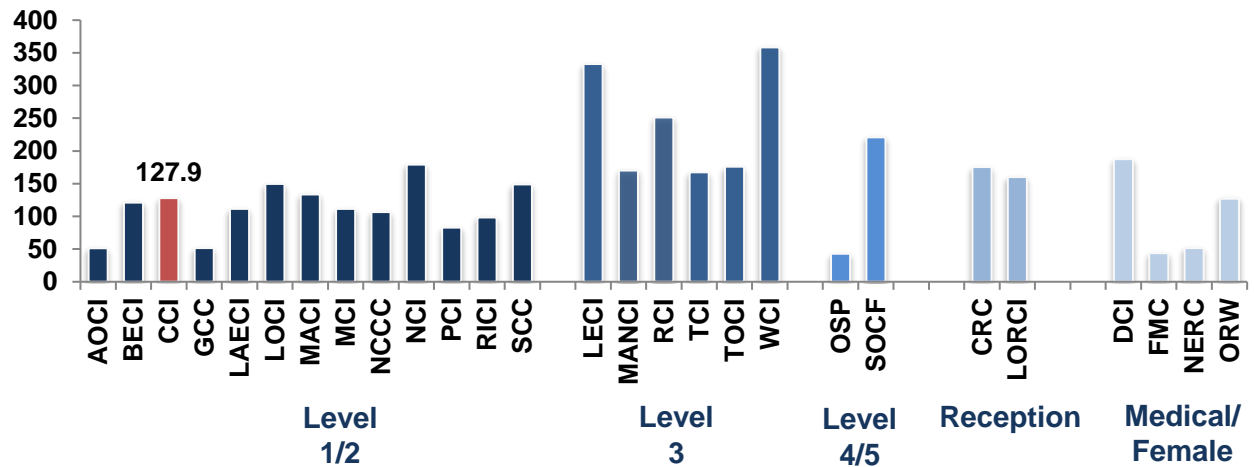
<sup>9</sup> The rate of inmate disciplinary convictions for assaults in CY 2015 was 21.4 per 1,000 inmates. The rate of the comparator prisons was 32.4 and the DRC average rate was 52.9.

## Fights

- Fights<sup>10</sup> are documented via RIB convictions for rule 19 (fight) violations. The rate<sup>11</sup> of rule 19 convictions for CY 2015 increased by 33.4 percent compared to CY 2014.<sup>12xv</sup>
- The rate of rule 19 convictions for CY 2015 at CCI was slightly more than comparator prisons, but less than the DRC average.<sup>13xvi</sup>

The following provides a comparison of the rate of documented rule 19 violations per 1,000 inmates across the DRC.

**Chart 2**  
**Rule 19 Violation (Fights) Rates<sup>14</sup>**  
**CY 2015**



## Homicides

- There were no homicides during the period evaluated (2014 to date).

## Disturbances<sup>15</sup>

- In CY 2015, CCI reported zero disturbances.<sup>xvii</sup>

<sup>10</sup> The total number of RIB convictions for rule 19 violations does not correlate to a total number of fights. For example, seven inmates might have been involved in one fight – all seven inmates would have been found guilty by the RIB for a rule 19 violation and would therefore be included in the total number.

<sup>11</sup> The rate was obtained by dividing the total number of rule 19 violations for the year by the average monthly institutional population for that same time period.

<sup>12</sup> In CY 2014, the facility reported 264 (95.9 per 1,000 inmates) rule 19 convictions; during CY 2015, the facility reported 346 (127.9 per 1,000 inmates) rule 19 violations.

<sup>13</sup> The rate for the comparator prisons was 116.1 per 1,000 inmates and the DRC average was 149.6.

<sup>14</sup> Rate is per 1,000 inmates.

<sup>15</sup> Disturbances are defined as any event caused by four or more inmates that disrupts the routine and orderly operation of the prison.

## Staff Accountability

- Staff relayed they have implemented a few initiatives to address violence including interviews with inmates following incidents as well as targeted shakedowns for contraband.

## B. USE OF FORCE

CIIC's evaluation of use of force focuses on the number of uses of force at the institution during a year in comparison to the previous year, the comparator prisons rate, and the DRC average. A further evaluation is conducted by reviewing a random sample of completed use of force reports as well as staff accountability.<sup>16</sup> Overall, the CIIC inspection team rated use of force as **GOOD**, with the exception of one planned use of force incident where proper procedure was not followed.

## Incident Caseload

- During CY 2015, the facility reported 48 use of force<sup>17</sup> incidents. Compared to CY 2014, in which 62 uses of force were reported, total uses of forces decreased by 22.6 percent.<sup>xviii</sup>
- During CY 2015, chemical agents (mace) were used 19 times.<sup>xix</sup> This is slightly more compared to CY 2014, in which chemical agents were used 14 times.<sup>xx</sup>

## Procedural Accountability

- Video documentation was available for 17 of the 20 incidents reviewed which is exceptional.
- Staff appropriately referred use of force incidents to a use of force committee for investigation when necessary.
- Officer statements reviewed were generally thorough and clearly stated directives given prior to force.
- There did not appear to be any documentation errors.
- The majority of inmates provided a use of force statement. In addition, staff followed up on refused statements and routinely attempted to obtain statements from inmates who observed use of force incidents.

Negatively,

- However, there were several occurrences of inmates being evaluated by medical more than an hour following the use of force incident.
- One planned use of force incident did not follow proper protocol and was determined to be unjustified. However, staff thoroughly reviewed and addressed the incident through specialized training.

<sup>16</sup> CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video.

<sup>17</sup> Further information regarding use of force incidents can be found in the Glossary.

## Application of Force

- Officers' responses to incidents were generally appropriate, with two exceptions.<sup>18</sup>
- Documented injuries were consistent with the level of force used.
- Open-ended survey responses did not indicate any concerns regarding use of force.

## Staff Accountability

- The facility recently sent all custody supervisors to a use of force training which was conducted by the DRC Managing Director of Operations. In addition, they conducted specialized training on cell extractions.

## C. CONTROL OF ILLEGAL SUBSTANCES

CIIC's evaluation of control of illegal substances focuses on the percent of inmates who tested positive of an illegal substance at the institution during a year in comparison to the previous year, the comparator prisons rate, and the DRC average. Overall, the CIIC inspection team rated control of illegal substances as **ACCEPTABLE**.

- During FY 2015, 2.5 percent of the inmates tested positive for the presence of an illegal substance,<sup>19,20xxi</sup> which was more in comparison to FY 2014.<sup>21xxii</sup>
- The percentage of inmates who tested positive in FY 2015 at CCI was less than comparator prisons as well as the DRC average.<sup>22xxiii</sup>
- During FY 2015, the institution drug tested 45 inmates for programs<sup>23,24</sup> and 78 for cause,<sup>25,26</sup> which is less than the DRC average.<sup>27</sup>
- Confiscated items<sup>28</sup> increased from FY 2014 to FY 2015.<sup>29</sup>

<sup>18</sup> One incident possibly could have been avoided by calling for backup and the other incident was the aforementioned planned use of force.

<sup>19</sup> Each DRC institution conducts monthly urinalysis tests of a random sample of its population. The urinalysis tests for the presence of a broad range of substances. The institution randomly tested 1,174 inmates of which 29 tested positive.

<sup>20</sup> 16 tested positive for buprenorphine (Suboxone®) and 13 inmates tested positive for THC (marijuana).

<sup>21</sup> In FY 2014, 1.5 percent of inmates tested positive for the presence of an illegal substance.

<sup>22</sup> The average percent of positive drug test results during FY 2015 for the comparator prisons was 4.2 percent. The DRC average was 4.0 percent.

<sup>23</sup> Per DRC policy 70-RCV-03, program drug testing includes inmates who are tested as part of recovery service treatment programs; inmates who leave the secure perimeter as part of a job responsibility; prior to parole board hearings and after hearings for inmates approved for release; inmates under medication treatment for Hepatitis C; or as indicated by the Managing Officer or designee.

<sup>24</sup> Two inmates tested positive during program drug screenings in FY 2015.

<sup>25</sup> Per DRC policy 70-RCV-03, for cause testing includes inmates who are tested when there is a reasonable suspicion of drug use.

<sup>26</sup> 19 (24.4 percent) inmates tested positive during for cause drug screenings in FY 2015.

<sup>27</sup> The average number of inmates tested for programs and cause in DRC for FY 2015 was 494.4.

<sup>28</sup> Confiscated items, in this context, refers to tobacco and/or alcohol/drugs.

- In response to CIIC's survey question pertaining to prohibited substances, the top substances inmates reported as available were tobacco (196), alcohol/hooch (189), and marijuana (180).<sup>30</sup> (Please refer to the DRC Inmate Survey results in the Appendix for more information.)
- Staff initiatives to reduce contraband included security modifications and tracking inmates when working outside the fence.

#### **D. INMATE PERCEPTION OF SAFETY**

CIIC's evaluation of inmate perception of safety focuses on three areas: survey responses, focus group participants, and the number of refusal to lock for personal safety reasons. Overall, the CIIC inspection team rated inmate perception of safety as **GOOD**.

- 71.3 percent of survey respondents (n=380) reported they are very safe, safe, or neutral (in terms of safety). This is slightly higher in comparison to the 2014 inspection.<sup>31</sup>
- A few open-ended survey responses indicated safety as a positive aspect of the institution.
- The institution had 11 inmates in restrictive housing for refusal to lock on the day of the inspection, but no inmates were under Protective Control (PC) investigation or approved PC placement.

#### **E. UNIT SECURITY MANAGEMENT**

CIIC's evaluation of unit security management focuses on policy compliance for officer rounds, documented shakedowns, cell/bunk security, and security classification/privilege level reviews. Overall, the CIIC inspection team rated unit security management as **GOOD**.

##### **Officer Rounds**

- Officers were consistent in documenting rounds in the requisite 30 minute, staggered intervals.<sup>32</sup>

##### **Cell/Bunk Searches (Shakedowns)**

- Housing unit officers are required to search inmates' bunks/cells for contraband, including illegal drugs and weapons. Officers were inconsistent for the

<sup>29</sup> In FY 2014 the facility had 119 incidents of confiscated contraband compared to 203 in FY 2015. This does not necessarily indicate that contraband is more or less prevalent.

<sup>30</sup> 93 inmates refused to answer and 45 inmates indicated that prohibited substances are not available.

<sup>31</sup> 68.9 percent of survey respondents (n=360) reported they were very safe, safe, or neutral (in terms of safety) during the 2014 inspection.

<sup>32</sup> Housing unit officers are required to conduct security check rounds at least every 30 minutes at staggered intervals.

documentation of required shakedowns. Staff relayed they addressed the concern with supervisors as well as to officers through roll call.

### Cell/Bunk Security Check

- During the inspection, CIIC staff check a random selection of cells in each unit for common cell security issues such as obstruction of windows, material in locks and cuff ports, inappropriate pictures, clotheslines, and graffiti. CIIC's review of general population cells indicated no concerns. However, there were a few concerns of covered cell windows and clotheslines in two death row units.
- During the inspection, CIIC staff check bunk areas to identify if inmates are hanging items to block officers' direct observation. There were no issues of inmates hanging items in bunk areas.
- The atmosphere in the housing units appeared calm.

### Security Classification

- Unit staff are required to conduct reviews of inmates' security classification as well as privilege level to ensure proper institutional placement. There were only three overdue security classification reviews that were unaccounted for on the day of the inspection.<sup>33</sup>

## F. INSTITUTIONAL SECURITY MANAGEMENT

CIIC's evaluation of security management focuses on: executive staff rounds, critical incident management, STG management, and escapes. Overall, the CIIC inspection team rated institutional security management as **GOOD**.

### Executive Staff Rounds

- Executive staff members<sup>34</sup> are making the required rounds in housing units based on a review of employee sign-in logs, with a few exceptions.<sup>35</sup>

### Violent Incident Management

- A discussion was held with executive staff regarding violent incident tracking. The institution tracks violence by type, location, and time. They also conduct

<sup>33</sup> All three have since been updated.

<sup>34</sup> In reference to rounds, executive staff includes the Warden, the Deputy Wardens, the Inspector, and the Unit Management Chief. Per DRC policy 50-PAM-02, the Warden shall make weekly rounds to all living units (including segregation) and between all Deputy Wardens all living (including segregation) and activity areas must be visited at least weekly. In addition, the Unit Management Chief is expected to visit all inmate living areas weekly including segregation per DRC policy. Visibility of leadership is important in the correctional environment. It indicates they are aware of the conditions within their facility, and it also serves to boost the morale of staff and inmates.

<sup>35</sup> CIIC's review of the employee sign-in logs generally covers the one month period prior to the date of the inspection.

trend analyses and the information is available to all staff via the institution's intranet.

- The majority of correctional officers<sup>36</sup> believe they are adequately informed of incidents between shifts.<sup>xxiv</sup> Further, most officers receive their information during roll call.
- Most officers relayed that if a violent incident would occur, it would also most likely occur in several places including the chow hall, and the recreation yard because of the number of inmates that occupy that area. Officers also mentioned the E-2 and F-2 housing units as two possible areas for violent incidents.<sup>xxv</sup>
- Many officers relayed that critical incidents could occur in same areas as the violent incidents.<sup>37xxvi</sup>

### STG Management

- As of May 2016, there were 269 STG-affiliated inmates,<sup>38</sup> which was 9.8 percent of the institutional population. The number of STG-affiliated inmates was less in comparison to the number in January 2015.<sup>39</sup>
- The institutional percentage of STG-affiliated inmates was slightly less than comparator prisons and less than the DRC average.<sup>40</sup>
- The number of rule 17 (unauthorized group activity) convictions<sup>41</sup> is in line with the STG population.<sup>42xxvii</sup>
- In response to CIIC's survey question pertaining to the type of gang activity at the institution, the top activities inmates reported were extortion (140), assaults (134), and theft (131).<sup>43</sup> Please refer to the DRC Inmate Survey results in the Appendix for more information.
- A review of STG committee meetings for the past six months indicates meetings are being held, but do not always include staff who are required to attend. There were zero overdue security threat group classification reviews without cause, which is exceptional.

<sup>36</sup> Results are based on individual interviews (n=15) and survey responses from Chillicothe Correctional Institution officers (n=88). The majority of the correctional officers survey responses (81.8 percent) indicate that they are adequately informed when they come on shift.

<sup>37</sup> Most officers believe that critical incidents could occur on the recreation yard, housing units, and in the kitchen. Staff also stated that incidents could occur on "back street," which is walkway between the chow hall and the housing units

<sup>38</sup> 255 were listed as passive, six were listed as active, four were disruptive, and four were unknown.

<sup>39</sup> The institution had an STG population of 299 as of January 2, 2015.

<sup>40</sup> The percentage of STG-affiliated inmates for the comparator prisons was 10.1 and the DRC average was 16.6.

<sup>41</sup> RIB convictions for rule 17 (unauthorized group activity) violations do not capture total gang activity in an institution, as gang activity likely occurs that is not captured by staff supervision and/or documented via a conduct report and RIB conviction.

<sup>42</sup> In CY 2015 the facility reported a rate of 8.9 (24) rule 17 violations. The comparator prisons rate was 18.8 and the DRC average was 24.4.

<sup>43</sup> 86 inmates refused to answer and 56 indicated that gang activity is not frequent at this institution.

## Escapes

- There have been no escapes or attempted escapes during the period evaluated (2014 to date).

## G. PRISON RAPE ELIMINATION ACT (PREA)

CIIC's evaluation of the institution's compliance with the Prison Rape Elimination Act (PREA) focuses on a review of the most recent PREA audit report, education and awareness of reporting, the number of reported sexual assaults, and inmate responses. Overall, the CIIC inspection team rated PREA compliance as **GOOD**.

### PREA Management

- The facility exceeded six standards and met the remaining 35 standards in their 2016 PREA audit.<sup>44xxviii</sup>
- The Internal Management Audit indicated full compliance with PREA standards.
- 100 percent of staff enrolled in PREA training completed the mandated training.
- Staff did not always make an announcement or utilize the notification system when a female was entering the housing unit.<sup>45</sup>

### Inmate Education and Awareness

- PREA posters, with information for inmates on reporting of sexual assaults, were posted in all housing units.
- A similar percentage of inmate survey respondents indicated they knew how to report sexual contact in comparison to the DRC average.<sup>46</sup>

### Investigations/Allegations

- Staff reported 35 PREA cases in CY 2015, of which two were allegations against a staff member and 33 were allegations against another inmate. Of the 35 cases, 20 were unsubstantiated and 10 were unfounded.
- Five PREA cases were substantiated.<sup>47</sup>
- Seven inmate survey respondents reported that they had sexual contact with a staff member at the facility. 14 inmates reported they experienced sexual abuse from a staff member. Inmate survey responses<sup>48</sup> indicated that 13 inmates have

<sup>44</sup> The audit was conducted April 6-8, 2016. Two standards were not-applicable.

<sup>45</sup> This was also noted as a recommendation in the most recent Internal Management Audit.

<sup>46</sup> 67.1 percent (n=362) indicated they knew how to report sexual contact with staff and 78.9 percent (n=360) knew how to report sexual contact with another inmate. The inmate survey respondent average for 2014 inspections was 67.3 percent (n=3,872) knowledge of how to report sexual contact with staff and 75.6 (n=3,893) knowledge of how to report sexual contact with another inmate.

<sup>47</sup> All of the substantiated cases were inmate-on-inmate. Four of the cases were sexual harassment and one was sexual abuse.

<sup>48</sup> Survey responses generally indicated that inmate-on-inmate sexual contact occurs in...



had sexual contact with another inmate at the institution. 15 inmates reported sexual abuse from another inmate at the institution.

### **SAFETY AND SECURITY RECOMMENDATIONS**

- Consider additional strategies to address drug/contraband conveyance.
- Ensure that officers conduct the required number of shakedowns per policy.
- Ensure that the required staff attend the monthly STG committee meetings per policy.
- Ensure that females are announced when they enter a housing unit.

### III. HEALTH AND WELLBEING

**CIIC EXPECTATION: Prisons will provide sanitary conditions and access to adequate healthcare and wellness programming.**

#### A. UNIT CONDITIONS

CIIC's evaluation of unit conditions consists of direct observation of unit conditions. Based on its observation, CIIC rated unit conditions as **IN NEED OF IMPROVEMENT**.

#### General Population

- CCI consists of four celled housing units (A1-A2, E1, and F1) and nine dorm housing units (C1-C2, D1-D5, E2, and F2). Among the units, there are three merit units, five general population units, one reintegration unit, one faith based unit, one therapeutic community, and one wellness unit. CCI has a restrictive housing unit<sup>49</sup> and a limited privilege housing unit.<sup>50</sup> (Death Row is given consideration in a separate section of this report.)
- All but two dayroom/common areas were rated good, with the other two rated as acceptable.<sup>51</sup>
- Cell or dorm conditions were generally rated as good with four rated as acceptable. However, there were some concerns regarding cleanliness and presence of roaches.
- Among all general population housing units, all but one phone were operational, one dryer was waiting for repairs, all drinking fountains were operational, all ice machines were operational, and all microwaves were operational.
- CCI was currently doing renovations to the unit shower and toilet areas. The housing unit bathrooms. Most shower and toilet areas were rated as good, with a few of the showers rated as in need of improvement and a couple of toilet areas also noted in need of improvement. C1 which was newly renovated was rated as exceptional for both shower and toilet area. Needed improvements include peeling and chipped paint, water stains, and soap scum.
- Cleaning materials in all but one unit were observed to be stocked and inventoried. However, there was a question regarding the number of chemical bottles on the units in comparison to other institutions, as well as the concentration levels of the chemicals. In addition, unit E1 did not have an inventory list with the chemicals in the chemical box.

<sup>49</sup> Inmates in restrictive housing unit are assigned 1-29 days for disciplinary action and extended restrictive housing unit is utilized when inmates are assigned to isolation more than 29 days for disciplinary action.

<sup>50</sup> Inmates in limited privilege housing are assigned in general population and are mandated to limited privileges due to disciplinary action.

<sup>51</sup> 55.2 percent (n=382) of inmate survey respondents relayed their unit to be clean. 71.0 percent (n=369) of inmate survey respondents reported having the opportunity to get cleaning chemicals every week.

- Units did have available kites, informal complaints and healthcare request forms in stock.
- CCI staff did inform the site inspection team that in addition to the bathroom renovations project, they were also slotted for a window renovation project.

## Death Row

- Death Row is comprised of three separate units (DR1, DR2, and DR3). The units are celled and double-tiered. The units house only one inmate to a cell. Each unit has a common area in the middle with tables and recreation equipment; at the end of the unit is additional recreational equipment, including a TV monitor, books, and board games.
- A renovation shower project was taking place at the time of this site visit. The showers in the Death Row unit had been renovated and appeared in good condition. There were some drainage issues relayed by the offenders in one of the showers but it was being addressed by the staff.
- Appropriate forms were on the unit, such as kites, informal complaints, and health service request forms. In addition, the Warden's executive staff were making frequent rounds through the units.
- In terms of inmate communication, very few inmates relayed concerns on site regarding the unit other than wanting screens on the windows to prevent birds from coming in, a shower in one of the death row units was not draining properly, and that some of the computer screens for the computers utilized to conduct their legal work needed glare prevention screens to help block the sun and make the computer screen more visible. A couple of inmates also said there was a lack of hot water.
- CIIC open-ended inmate survey<sup>52</sup> respondents relayed the following concerns: (1) Needing more phones (2) conditions of confinement – mass punishment, hot water and birds/vermin; (3) food; (4) greater access to programs and recreation; and (5) racial equality and more diverse staff.<sup>53</sup> The open-ended inmate survey respondents also relayed positive comments in relation to the staff being professional and helpful, the visitation process was accommodating for the inmates on Death Row, as well library services and church services being a positive aspect of CCI for the Death Row inmates.
- The cells were rated as only acceptable due to excessive property, clotheslines, windows blocked, and clutter.<sup>54</sup>

---

<sup>52</sup> CIIC conducted a survey of the Death Row population, attempting to give a survey to all inmates on Death Row at CCI. CIIC received back 91 completed surveys, or 73.4 percent of the total Death Row population. The survey results can be found in the Appendix.

<sup>53</sup> CCI Death row is scheduled to move to a facility in Toledo to assist in resolving the Death Row inmates' concerns and also to accommodate ADA issues for Death Row inmates.

<sup>54</sup> Death Row inmates are in practice allowed significantly more property than the standard 2.4 cubic feet. While some cells were neat and orderly, the majority were cluttered. Many cells also had clotheslines and cords hanging, and the inmates were allowed to cover up to three-quarters of the front of the open-front cell doors. However, given the population and the extended time that many may be living in those cells, it is understandable that greater privileges may be allowed.

- A high number of death row inmate survey respondents relayed the Death Row unit to be clean.<sup>55</sup>
- 59.7 percent (n=77) of Death Row inmate survey respondents relayed they felt their unit manager to be helpful.
- 67.9 percent (n=78) of Death Row inmate survey respondents relayed they felt their case manager was helpful.

## B. MEDICAL SERVICES

CIIC's inspection of medical services was comprised of two inmate focus groups, a conversation with the Health Care Administrator, and a tour of the medical facilities. Based on observations and information provided by both staff and inmates the CIIC inspection team rated medical services as **ACCEPTABLE**.

### Facilities

- The medical facilities were observed to be good condition.
- The facility appears to have sufficient space for staff to conduct clinical duties.
- The infirmary has three infirmary cells with ten total beds.

### Staffing

- The facility appears to have sufficient coverage of medical staff to ensure inmates' request for services are responded to in a timely manner.<sup>56,57</sup>
- The facility has had some consistency in their advanced level providers over the past year.<sup>58</sup>
- Inmate focus groups relayed mixed feelings about the different providers and staff. Most inmates felt that the nurses are "respectful." Inmates on the chronic care caseload raved about medical services while those in the other focus group relayed concern.
- The institution had one vacancy at the time of the inspection.<sup>59</sup>

<sup>55</sup> 64.0 percent (n=89) of death row survey respondents relayed the death row unit was clean.

<sup>56</sup> Staff relayed that total medical staff consists of two full time and one part-time nurse practitioners, 16 registered nurses, nine licensed practical nurses, one QIC, one health care administrator, one assistant health care administrator. Contract staff include one part-time medical doctor, two dentists, three dental assistants, part-time hygienist, part-time radiologist, one phlebotomist, four health information technicians, one part-time dietary technician and part-time optometrist and podiatrist

<sup>57</sup> Staff relayed a new medical doctor would be starting on November 7<sup>th</sup>. This position would not be contract but rather employed by the state.

<sup>58</sup> The two nurse practitioners have both been there over a year but the medical doctor has not.

<sup>59</sup> The vacancy included one RN position.

## Access to Medical Services<sup>60</sup>

- Health Service Request forms were available in most housing units.<sup>61</sup>
- A formal kite log is kept and most all kites were documented as responded to within a day, which is exceptional.
- Inmate survey participants reported moderately low satisfaction with the quality of care provided by the nurses and doctors and slightly higher satisfaction with the quality of care provided by the dentist.<sup>62</sup>

## Quality

- A full internal management audit was conducted in January 26-28, 2016. The auditors relayed no concerns related to medical services.
- Staff relayed that they participate in quarterly interdisciplinary meetings, which is in compliance with DRC policy.
- Staff relayed that patient satisfaction meetings occur quarterly, which is in compliance with DRC policy.
- Chronic care focus group participants relayed that their care was exceptional.
- There were seven inmate deaths in the time period reported to CIIC.<sup>63</sup>

Further information regarding medical services can be found in the inspection checklist in the Appendix.

## C. MENTAL HEALTH SERVICES

CIIC's inspection of mental health services in a correctional facility focuses on cleanliness of facilities, staffing, access to mental health staff, programming, critical incident data in addition to quality of services (determined by the IMAs). Overall, the CIIC inspection team rated mental health services as **GOOD**.

## Caseload

- There were 636 inmates on the mental health caseload, or 23.9 percent of the total inmate population. Of the total, 238 inmates were classified as seriously mentally ill (SMI).

---

<sup>60</sup> Access to medical services is evaluated based on several factors: (1) time period between inmate submission of a health service request form and appointment with medical staff; (2) time period between referral to the doctor and appointment with the doctor; (3) response times to kites and informal complaint forms; and (4) current backlogs for Nurse Health Call, Doctor Health Call, and Chronic Care Clinic.

<sup>61</sup> There were four housing units that did not have Health Service Request forms they were C2, D2, D3 and F1.

<sup>62</sup> Of survey respondents at CCI, 57.6 percent (n=361) reported that they are very satisfied, satisfied, or neutral with the quality of care provided by nurses; 50.6 percent (n=342) reported they are very satisfied, satisfied or neutral with the care provided by the doctor; and 67.7 percent (n=310) reported that they are very satisfied, satisfied or neutral with their dental care.

<sup>63</sup> The period of time evaluated by CIIC was from January 2014 to present.

## Facilities

- The mental health facilities were noted to be clean and in good condition with sufficient space for programming.
- There are two crisis cells, two in segregation.<sup>64</sup> Overall, the crisis cells were noted to be in fair condition with good visibility.

## Staffing

- Staffing levels on the table of organization appear to be sufficient to the number of individuals on the caseload.<sup>65</sup> However, CCI had a high number of vacancies at the time of the inspection.<sup>66</sup>

## Access to Mental Health & Crisis Prevention

- A moderately high percentage of survey respondents reported adequate access to mental health services and programs.<sup>67</sup>
- The kite log was reviewed and kites that had documented responses were timely; however, not all kites had a documented response.<sup>68</sup>
- Staff relayed that department works well together and also collaborates well with medical and security.

## Programming

- CCI facilitates a Psychotic Disorder Intensive Treatment Program (ITP).
- CCI offers a good range of mental health programming for inmates. At the time of the inspection, staff offered 11 groups for individuals in general population and 15 for individuals in the ITP.
- In the past 90 days, 93.8 percent of treatment programs scheduled have been conducted.<sup>69</sup>

---

<sup>64</sup> This is potentially a concern given the number of individuals on the mental health caseload.

<sup>65</sup> Staffing consists of one part-time psychiatrist, two psychologists (one contract and one state) three registered nurses, one psych assistant, four licensed social workers, two independently licensed social worker, one mental health administrator, one shared QIC, two health information technicians, a licensed professional clinical counselor, three activity therapists and one activity therapist supervisor. Additionally, CCI has a part-time APN that will be providing services through Telemed.

<sup>66</sup> Staff relayed that at the time of the inspection two psychologist positions were vacant (one was being filled by a contract psychologist) one APN, two independently licensed social workers and two part-time psychiatrist positions.

<sup>67</sup> Of survey respondents at CCI, 71.0 percent (n=238) feel that they have adequate access to mental health services.

<sup>68</sup> Staff relayed that this was due to new Health Information Technicians being hired and not informed to document a response to all kites.

<sup>69</sup> 210 out of the 224 scheduled groups were held.

## Critical Incidents

- There have been zero completed suicides and two suicide attempts reported at the institution in the time period evaluated by CIIC.<sup>70</sup>

## Quality

- A full internal management audit was conducted in January 26-28, 2016. The auditors relayed no concerns related to mental health services.
- A high percentage reported satisfaction with the quality of services and programs.<sup>71</sup>

Further information regarding mental health services can be found in the inspection checklist in the Appendix.

## D. RECOVERY SERVICES

CIIC's evaluation of recovery services in a correctional environment focuses on cleanliness of facilities, staffing, participation and outreach of inmates, access and quality (as determined by DRC staff). Overall, the CIIC inspection team rated recovery services as **ACCEPTABLE**.

### Facilities

- The recovery service facilities were noted to be clean.
- The facility appears to have ample space for staff to conduct clinical duties.
- CCI houses a Therapeutic Community.

### Staffing

- Staffing levels appear sufficient to provide adequate recovery service programming.<sup>72</sup>
- There was one staff vacancy at the time of the inspection.
- CCI uses inmate graduates to facilitate self-help recovery service programs.
- CCI has five community volunteers that facilitate AA programming and are at the facility every other week.

<sup>70</sup> The time period evaluated by CIIC is January 2014 to present.

<sup>71</sup> 78.6 percent (n=257) of inmates reported that are very satisfied, satisfied, or neutral with the quality of mental health services.

<sup>72</sup> Staff consists of six counselors and one administrator.

## Participation and Outreach<sup>73</sup>

- CCI reported 120 inmates are currently participating in recovery service programming.<sup>74</sup>
- A good number of inmates participate in Alcoholics Anonymous.

## Access

- Survey participants reported relatively low satisfaction with access to recovery services.<sup>75,76</sup>
- 98.2 percent of scheduled recovery service programming in the last 90 days were held, which is good.<sup>77</sup>
- Staff relayed interdisciplinary meetings occur quarterly, which is within policy.
- CCI reported 250 inmates are currently on the waitlist for treatment programming, which is higher than institutions with similar populations.

## Quality

- In FY 2015,<sup>xxix</sup>
  - 13.5 percent of inmates enrolled in CCI's Treatment Readiness Program<sup>78</sup> were early terminators, which is slightly lower than the DRC average.<sup>79</sup>
  - 12.0 percent of inmates enrolled in CCI's Intensive Outpatient Program<sup>80</sup> were early terminators, which is lower than the DRC average.<sup>81</sup>

<sup>73</sup> Each inmate is screened using an assessment tool for the need for addiction services, and is assigned a number associated with a recovery services level. This number indicates the degree to which inmates are in need of addiction services. Inmates are scored from zero to three; zero indicating no need of services, to three indicating chronic need for addiction services. This number is determined through completion of a need for services assessment that gives an overall score resulting in the assignment to one of the recovery services levels. Inmates who score either two or three are most in need of treatment; thus, they should be prioritized for programming.

<sup>74</sup> Formal programming offered at CCI consists of the Treatment Readiness Program (TRP), the Intensive Outpatient Program (IOP), and Recovery Maintenance Programming (RMP). Additionally, CCI recently added Brief Intervention Programming intended for individuals that would be released before the longer formal programming could be completed.

<sup>75</sup> 53.6 percent of survey participants (n=276) reported that they have adequate access to recovery services programming.

<sup>76</sup> 55.6 percent of inmate survey participants (n=381) reported regularly using drugs or alcohol prior to incarceration.

<sup>77</sup> 377 of the scheduled 384 groups were held.

<sup>78</sup> The Treatment Readiness Program is a 60-hour program delivered daily for a minimum of 15 hours a week. A minimum of ten of the hours must be cognitive behavioral treatment specific. The remaining hours shall consist of ancillary services. This program incorporates the stages of change model to focus on participant motivation and readiness that will enhance treatment engagement and retention. This program is offered to Recovery Service level 2 and 3 inmates.

<sup>79</sup> According to information provided the Bureau of Recovery Services, at CCI there were 133 total participants and 18 early terminations from the Treatment Readiness Program in FY 2015. The overall DRC average early termination rate was 15.1 percent.

<sup>80</sup> The Intensive Outpatient Program is a 180 hour program that provides treatment services delivered daily for a minimum of 15 hours a week. A minimum of ten of the hours must be cognitive behavioral treatment specific. The remaining hours will consist of ancillary services.



- 6.0 percent of inmates enrolled in CCI's Recovery Maintenance Program were early terminators, which is lower than the DRC average.<sup>82</sup>

## E. FOOD SERVICES

CIIC's inspection of food services included eating the inmate meal, and observation of the dining hall, food preparation area, and the loading dock. CIIC also interviews the Food Service Manager. Overall, food service was rated as **IN NEED OF IMPROVEMENT**.

### Meal

- CIIC sampled three inmate lunch meals.<sup>83</sup> One meal was rated as good based on the tasteful quality of the main entrée and side items. Two of the meals were rated as acceptable. Although the meals were cooked at the appropriate temperatures, the main entrée and side items lacked the same quality as the higher rated meal.
- On the first day of the inspection, CIIC found a foreign object in their meal. The concern as reported to the CCI administrative staff.
- The most recent staff evaluation of an inmate meal was rated as good.<sup>84</sup>
- Negatively, 86.2 percent of inmate survey respondents (n=470) indicated that they were either "unsatisfied" or "very unsatisfied" with the quality of the food served. The responses were similar to the responses that CIIC received during the 2014 inspection.<sup>85</sup> The most common reason for inmate dissatisfaction with the food operations was regarding sanitation concerns.<sup>xxx</sup>
- Additionally, sanitation concerns were also relayed in the most recent internal management audit (IMA).<sup>86xxxi</sup>
- Also, the serving trays appeared to be peeling and needed to be replaced.
- A review of the food service kite log<sup>87</sup> found that most inmate kites were regarding requests for vegetarian or diet meals.

<sup>81</sup> According to information provided the Bureau of Recovery Services, at CCI there were 125 total participants and 15 early terminations from the Intensive Outpatient Services in FY 2015. The DRC average termination rate was 20.5 percent.

<sup>82</sup> According to the information provided the Bureau of Recovery Services, at CCI there were 84 total participants and five early termination from the Recovery Maintenance Program in FY 2015. The DRC average termination rate was 11.4 percent early terminators.

<sup>83</sup> The regular inmate meals were sampled on October 18-20, 2016. The October 18 meal consisted of a breaded fish patty, pinto beans, cabbage, an orange, and two slices of bread. The October 19 meal consisted of fajita, rice, bread, pears, green beans, and a brownie. The October 20 meal consisted of pizza, pasta, pears, salad with ranch dressing, and a slice of cake.

<sup>84</sup> Each DRC institution assigns one staff member, the Administrative Duty Officer (ADO), to taste and evaluate the quality of the inmate meal. The most recent evaluation provided by staff was the October 19, 2016 meal and consisted of a seasoned turkey patty, black bean burger, mashed potatoes, carrots, and warm cinnamon apples.

<sup>85</sup> During the 2014 inspection, 86.1 percent of inmates interviewed were not satisfied with the food.

<sup>86</sup> The IMA mentioned concerns regarding the pipes in the dining area that needed to be thoroughly cleaned and the need for the food service to staff to receive additional training regarding proper food service procedures.

## Dining Hall

- Although the dining hall floor and tables were clean and clear of debris, CIIC staff found mouse droppings in a corner of the dining hall. Food service staff also relayed that mice were spotted in the food service operations approximately three weeks before the inspection.<sup>xxxii</sup>
- CIIC also observed small amounts of food particles under the serving line as inmate workers prepared the trays for the inmates. However, the amount of food particles was not excessive.

## Food Preparation Area

- The food preparation area was clear of debris and appeared to have been recently cleaned by inmate porters.
- On the day of the inspection, CCI maintenance concern included three inoperable kettles and two inoperable grilles that have had on-going issues for an extended period of time.<sup>xxxiii</sup>
- In their most recent health inspection, CCI had zero violations.<sup>88xxxiv</sup>
- In their most recent evaluation by the DRC Food Service Contract Monitor, CCI was only 85.0 percent compliant.<sup>89xxxv</sup> In their previous evaluation, CCI was 90.0 percent compliant.<sup>90</sup>

## Food Service Management and Oversight

- A review of the employee sign-in log found that the administrative staff had not made frequent visits to the food service operations within the past 30 days.<sup>xxxvi</sup>
- The food service contract staff consisted of 21 employees including one director, two assistant directors, and 18 contract workers. The average length of service at the facility ranged from three months to three years.<sup>xxxvii</sup>
- The contract staff relayed that CCI has had some serving delays in past 12 months.<sup>91</sup>

## Inmate Work Programs

- CCI has an incentive program that allows inmate workers to earn \$10 to \$20 more than their normal monthly wage.<sup>92xxxviii</sup>

---

<sup>87</sup> Per DRC Policy 50-PAM-02 (“Inmate Communication/Weekly Rounds”), the inmate kite system is a means of two-way communication between all levels of staff and inmates. All kites are required to be answered within seven calendar days and logged on the Kite Log.

<sup>88</sup> The most recent health inspection of was conducted on February 2016.

<sup>89</sup> According to the September 16, 2016 evaluation, CCI was non-compliant in areas related to the ACA standards, meal preparation, and sanitation.

<sup>90</sup> The previous contract evaluation was August 11, 2016.

<sup>91</sup> The delays are for approximately three to five minutes. Most of the delays are due to progressive cooking which means that staff prepare meals as inmates enter the dining hall.

- On the day of the inspection, there were 11 inmates enrolled in their IN-2-WORK program.<sup>93</sup> According to staff, five inmates recently graduated from program in October 2016.<sup>xxxix</sup>
- CCI also offers the Fresh Favorites program to inmates who graduate from the IN-2-WORK program and pass the Serv Safe certification.<sup>94</sup>
- During the inspection of the Death Row unit, CIIC observed inmate food service workers not properly checking the food temperatures before serving the inmates. Inmate food service workers made the correction on-site.<sup>95</sup>

### Loading Dock

- The loading dock was clean and clear of debris. The exterminator visits approximately every two months.<sup>xi</sup>

More information regarding CIIC's inspection of food services can be found in the checklist in the Appendix.

## F. RECREATION

Engagement in recreational activities promotes positive physical and mental health. CIIC's evaluation of recreational facilities is based on three factors: facilities, activities, and access. Overall, recreation was rated as **EXCEPTIONAL**.

### Facilities

- Physical facilities appeared clean and were observed in use during each day of the inspection.
- Staff relayed that there were no current maintenance concerns.

### Activities

- Inmates are offered a wide variety of activities for recreation, including several organized intramural sports and tournaments. Overall, the recreation department offers almost all recreation activities permitted, per policy, for Level 1 and 2 inmates.
- The recreation department has a music program with several bands. Additionally, CCI has an art program but it is not run through the recreation department.

---

<sup>92</sup> The incentive plan would allow inmates to earn incentive pay increments above their current state pay which ranges from \$18 to \$24 per month.

<sup>93</sup> IN-2-WORK is provided by Aramark and includes both a classroom component and an on-the-job training. The curriculum is tailored to the special needs of inmates including classroom instruction and "on-the-job" training (where appropriate) for offenders to deepen their learning.

<sup>94</sup> "Fresh Favorites" offers inmates an opportunity to order meals from a separate menu that is prepared by inmate food service workers who completed the IN-2-WORK program and have their Serv Safe certification. Inmates may order and pay for the meals through their commissary account.

<sup>95</sup> Observation was made by CIIC staff.

- The recreation department has a plethora of assistants who help in the recreation department.
- Movies are made accessible on a rotating basis.<sup>96</sup> Additionally, staff relayed that inmates have the opportunity to pay to be able to watch NFL Red Zone.<sup>97</sup>
- Additionally, the large majority of the open-ended survey respondents noted that the most positive thing about CCI is the access to the yard.

### Access

- Inmate survey respondents reported extremely high satisfaction with access to recreation.<sup>98</sup>
- Similarly, staff reported that recreation and the yard run on a schedule and rarely close.

### HEALTH AND WELLBEING RECOMMENDATIONS

- Consider more frequent visits from the exterminator.
- Consider implementing additional storage options for inmates on death row.
- Ensure that all medical and mental health kites have a documented response.
- Consider evaluating the need for additional crisis cells.
- Consider strategies to address mental health vacancies.
- Ensure all sanitation and vermin concerns in food services have been addressed.
- Ensure the food service operations scores 90 percent or above in its next evaluation by the DRC.

<sup>96</sup> Staff relayed movies are hand-selected from Netflix.

<sup>97</sup> CIIC received concern from individuals that while charged to be able to watch NFL Red zone, they have not been able to watch any of the football season. Staff relayed that the connection hasn't been strong and CCI staff are working to fix the problem.

<sup>98</sup> CIIC's survey of CCI inmates (n=379) found that 91.6 percent of respondents were very satisfied, satisfied, or neutral regarding their access to recreation.

## IV. FAIR TREATMENT

**CIIC EXPECTATION: Prisons will provide fair and professional treatment of inmates.**

### A. STAFF/INMATE INTERACTIONS

CIIC's evaluation of staff/inmate interactions is based on its survey of inmates, inmate focus groups, and analysis of grievance data. Overall, CIIC rates staff/inmate interactions as **GOOD**.

- Over half of inmate survey respondents reported that housing unit officers are responsive to their needs, professional, and fulfill their job duties.<sup>99</sup>
- An average percentage of survey respondents reported that their Case Manager or their Unit Manager was helpful.<sup>100</sup>
- A little over half of inmate survey respondents reported that they had been harassed, threatened, or abused by staff,<sup>101</sup> with the most common reasons involving insulting remarks, feeling threatened or intimidated, and having their commissary/property taken.
- Inmate open-ended survey responses relayed positive comments about the yard, the library, the programs, the library, and the chapel.
- Inmate open-ended survey responses relayed some concerns regarding staff professionalism, racism, overcrowding, food services, the need for more phones and kiosk machines, and school/programming for long-term offenders. (Please see the Appendix.)
- 30 to 60 day to release inmate focus group participants relayed that unit staff are visible and approachable.

### B. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC's evaluation of the inmate grievance procedure<sup>102</sup> includes a review of a random sample of informal complaints and grievances, inmate survey responses, and data analysis. Overall, CIIC rates the inmate grievance procedure as **GOOD**.

<sup>99</sup> 57.3 percent (n=356) inmate survey respondents reported housing unit officers were responsive to their needs, 54.5 percent (n=347) inmate survey respondents reported housing unit officers were generally professional, and 59.8 percent (n=341) inmate survey respondents reported housing unit officers were fulfilling job duties.

<sup>100</sup> 45.4 percent (n=355) inmate survey respondents reported case manager was helpful and 51.1 percent (n=352) reported the unit manager to be helpful.

<sup>101</sup> 52.1 percent (n=380) survey respondents relayed they had been harassed, threatened, or abused by staff.

<sup>102</sup> Pursuant to Section 103.73 of the Ohio Revised Code, the CIIC is required to evaluate the inmate grievance procedure at each state correctional institution. The inmate grievance procedure is a three-step process by which inmates can document and report concerns to multiple levels of DRC staff. For more information on the inmate grievance procedure, please see the Glossary at the back of the report.

## Access

- Many inmate survey responses indicated that they normally have access to informal complaints.<sup>103</sup>
- A low percentage of inmate survey respondents reported that they had felt prevented from using the grievance procedure at some point.<sup>104</sup>
- An average percentage of inmates reported knowing who the Inspector was.<sup>105</sup> Further, the housing unit visitor logs reviewed and the Inspector's report log showed the inspector is conducting rounds in the housing units and conducting regular open office hours on Thursdays. The Inspector also relayed that he frequently visits high traffic areas, such as the chow hall, medical, and segregation.
- The inspector relayed that he does orientation with new staff and inmates to educate on the grievance procedure. The inspector also conducts staff training to educate staff on the inmate grievance procedure.
- The inspector relayed that there are currently no inmates on grievance restriction at this time.
- For CY 2016, the inspector relayed that he has had two reported grievances for retaliation for the use of the grievance procedure, both of which there was no substantial evidence to support the complaints.
- The Inspector relayed that one area and concern that he has worked with staff on improving within the past 90 days has been inmate property issues.
- Negatively, inmate survey respondents who relayed that they had not used the grievance procedure, the top two reasons reported were "Staff retaliation," followed by "Grievance procedure does not work."

## Informal Complaints

- Of the total informal complaints for CY 2015, only 9.1 percent of the responses received were outside of the seven day timeframe mandated by DRC administrative rule, which is good in comparison to the 12 percent average allowed.
- CIIC's review of a random sample of 20 ICR responses indicated that staff are generally responsive to inmate concerns and professional in their responses.
- Negatively, a low percentage of inmates reported feeling that informal complaints are dealt with fairly at the institution.<sup>106</sup>

---

<sup>103</sup> 65.9 percent (n=370) of inmate respondents reported normally having access to informal complaints.

<sup>104</sup> 39.8 percent (n=374) inmate survey respondents felt that they had been prevented from using the grievance procedure at CCI.

<sup>105</sup> 42.4 percent of inmate respondents (n=379) relayed knowing who the Inspector at CCI was.

<sup>106</sup> 14.5 percent of survey respondents (n=248) inmate survey respondents relayed they felt that informal complaints were dealt with fairly.

## Grievances

- In CY 2015, there were a total of 372 grievances filed, a 1.8 percent decrease from CY 2014.<sup>107</sup>
- The highest number of grievances filed by a single inmate was sixteen in CY 2015.
- The top three grievances filed were in reference to medical, inmate/staff concerns, and property.<sup>108</sup>
- CIIC's review of a random sample of ten grievance dispositions indicated that the Inspector at CCI does a thorough job in interviewing all relevant staff, reviewing relevant evidence, and providing a thorough response to inmates, to include providing the relevant policy in the response.
- The Inspector relayed that there were ten reports to the Warden for grievances filed in CY 2015.<sup>109</sup>
- A low number of inmate survey respondents reported they felt that grievances were handled fairly.<sup>110</sup>

## C. INMATE DISCIPLINE

CIIC's evaluation of inmate discipline<sup>111</sup> includes observation of Rules Infraction Board (RIB) hearings and a review of a random sample of closed RIB cases. Overall, CIIC rates inmate discipline as **GOOD**.

## Caseload

- From January 2016 through July 2016, CCI reported 348 cases that were referred to RIB.<sup>112</sup>
- The most frequent rule violation referred to RIB was a 19 (fighting).

## Procedures

- The RIB panel followed standard hearing procedures,<sup>113</sup> but did not always verify testimony or inform inmates what they signing.

<sup>107</sup> There were 379 grievances filed for CY 2014 and 372 grievances filed for CY 2015.

<sup>108</sup> Top three areas of concern where grievances were filed for CY 2015 were medical with 76, inmate/staff relations with 54 grievances filed, and property with 51 grievances filed.

<sup>109</sup> AR5120-9-31 states that if the resolution of a grievance or portion thereof, is not within the scope of the authority of the inspector of institutional services, the inspector of institutional services shall submit the findings and recommendations concerning the grievance to the warden for the warden's approval, modification, or disapproval.

<sup>110</sup> 13.6 percent of survey respondents (n=213) reported that they felt the grievances were handled fairly at CCI.

<sup>111</sup> Inmates charged with a rule infraction are given a conduct report (also known as a ticket). All conduct reports are first heard by a hearing officer; if the offense is a minor offense, the hearing officer may dispose of it himself. More serious offenses must be referred to the RIB, which is a two-person panel that conducts a formal hearing, including witness testimony and evidence.

<sup>112</sup> This includes only cases that were handled at the RIB level and that were not appealed.

- The RIB panel's review of relevant evidence<sup>114</sup> was good as staff took time to review video footage as well as contraband slips.
- CIIC's review of closed cases<sup>115</sup> found no procedural errors, which indicates that the oversight of RIB from the Warden's level is good.

### Due Process

- No cases reviewed were heard outside the requisite seven days, which is exceptional.
- In the closed case review, five inmates were on the mental health caseload. All inmates were appropriately screened by mental health staff prior to the RIB hearing.
- The inmate rights form was completed for all cases.<sup>116</sup>
- One witness was requested in the cases reviewed and the request was approved.
- Confidential information was not used in any of the reviewed cases.

### Sanctions

- The RIB panel indicated that they have general guidelines of sanctions for rule violations.
- Sanctions did not appear excessive in comparison to past and current DRC restrictive housing practices. The majority of the inmates received time served or placement in the limited privilege housing unit.
- CCI has almost completely eliminated the use of Local Control as a sanction.

## D. TRANSITIONAL PROGRAMMING UNIT (TPU)

Formerly known as segregation, the transitional programming unit (TPU) consists of restrictive housing and limited privilege housing (LPH) inmates. CIIC's evaluation of the TPU consists of an observation of the unit and evaluation of the population. CIIC rates the CCI transitional programming unit as **GOOD**.

---

<sup>113</sup> Appropriate procedures includes checking to ensure that the inmate had received a copy of the conduct report, checked the inmate rights form, read the conduct report, offered the opportunity for an inmate to give his testimony, had the inmate leave for deliberation, reviewed evidence and discussed the case with the other panel member, informed the inmate of the decision, and offered the opportunity to appeal.

<sup>114</sup> Relevant evidence generally includes reviewing camera footage, use of force packets, drug tests, contraband control slips, etc.

<sup>115</sup> CIIC reviewed 15 closed RIB cases.

<sup>116</sup> The inmate rights form asks whether the inmate waives the 24 hour notice, the presence of the charging official at the hearing, and the presence of any witnesses. The form also asks the staff completing the form whether he or she believes that the inmate needs staff assistance.



## TPU Population

- Staff provided a TPU tracking mechanism (TPU roster) that provides a good amount of information.<sup>117</sup>
- On the day of the inspection, there were 82 total inmates in the TPU, representing a significant decrease in the population since the 2014 inspection.<sup>118</sup> Each of the inmates had their own cells.
- Of the total, 17 (20.7 percent) had been on the unit more than one month. The longest serving inmates had been on the unit since April 11, 2016 or 189 days. Additionally, there were 11 inmates in TPU for refusing to lock. According to staff, seven of those inmates were waiting to be transferred to another institution.
- According to the TPU roster provided on the first day of the inspection, there were two inmates in security control under investigation.<sup>119</sup>
- Of the total, 65.5 percent were classified as white, 31.0 percent were classified as black, and 3.6 percent were classified as of another race. This is in line with the institutional demographics.<sup>120</sup>
- On the day of the inspection, there were 20 TPU inmates on the mental health caseload which represents 24.4 percent of the TPU population. This is in line with the institutional mental health proportion.<sup>121</sup>

## Conditions

- The TPU population is housed on a single unit with three separate tiers. Each tier is divided into two ranges. Each cell has its own sink and toilet. Showers are located at the end of each range.
- Although some cells appeared to have some chipped paint, the overall condition of the cells appeared to be clean and orderly.
- The shower conditions appeared to be acceptable due to some visible soap scum and residue possibly from the cleaning chemicals.
- Cleaning chemicals were stored in a locked cabinet in the control room.
- The crisis cells appeared clean and in good condition. Staff relayed that inmates clean the showers and there were no maintenance issues. Inmates are also allowed to clean their cells everyday as well.<sup>xi</sup>
- Inmate meals are transported in hot boxes from food service. Inmates did not provide any significant food-related concerns in the TPU unit.

---

<sup>117</sup> The roster tracks inmates by disciplinary status, rule violation, the date that the inmate came into the TPU unit, mental health status, and STG status. All of this is important information for ensuring the orderly management the population. The data is logged on a computer at the officer's desk.

<sup>118</sup> During the 2014 inspection, CCI had 122 inmates in TPU.

<sup>119</sup> Security control is the initial step of placing an inmate in TPU. The deputy warden may authorize an inmate to be held in security control pursuant to an investigation for up to seven days.

<sup>120</sup> As of October 19, 2016, 65.0 percent of the inmates were classified as white, 33.2 percent as black, and 1.8 percent as of another race.

<sup>121</sup> As of October 2016, the institution had 24.0 percent of its population on the mental health caseload.

- Outside Recreation consisted of 11 recreation cages with the standard sit-up and pull-up equipment. On the day of the inspection, four of the cages were occupied by inmates. Indoor recreation consisted of three indoor recreation rooms.<sup>xlii</sup>

### Staff Accountability

- There were no cell security issues.<sup>122</sup> CIIC did not observe any visible graffiti, or inappropriate pictures.
- The review of randomly selected TPU log sheets indicated that they are being fully completed.
- A review of the shakedown log indicated that shakedowns are being completed and documented.
- A review of the employee sign-in logbook indicated that executive staff are doing an acceptable job conducting necessary rounds.

### Critical Incidents

- Although staff relayed that uses of force were rare on the TPU unit, they relayed that the most recent use of force occurred the week before the CIIC inspection.<sup>123xliii</sup>
- Staff relayed that the use of a disciplinary meal (“food loaf”) also rarely occurs. There have been no disciplinary meals served in the past 28 months.
- Staff relayed that inmates rarely flood the range. The most recent incident occurred in August 2016.<sup>124</sup>

### Programming/Activities

- Mental Health staff conducts evaluations of inmates in the programing room that is located on the unit.
- The log book indicated that mental health staff conduct weekly rounds and are a consistent presence on the unit.
- Telephone access is available on the unit. Limited privilege inmates can make calls during their daily out of cell time.
- Many of the inmates appeared to be sleeping in their cell during the inspection. However, staff reported that inmates had access to a bookcase for reading material. Additionally, inmates have access to administrative rules and DRC policies.
- Photocopies of kites, informal complaints, and health service request forms are available to inmates upon request.

---

<sup>122</sup> Cell security issues include inmates attempting to block cell windows or cell door windows, STG related graffiti, attempting to jam the locks or place material in the cuff ports, or excessive clotheslines or towels on the floor.

<sup>123</sup> According to staff, an inmate knocked the food cart over on the range.

<sup>124</sup> The incident involved an inmate breaking one of the sprinkler heads.

- The Chaplain documented daily rounds and conducts a mentoring program in the program room.
- According to staff, the following programs are available to LPH inmates: Problem-Solving; Essential Communication/Conflicts; Conflict Resolution; and Setting Goals.<sup>xiv</sup>

### **FAIR TREATMENT RECOMMENDATIONS**

- Ensure testimony is confirmed with the inmate during disciplinary hearings and they are advised what they are signing.
- Consider evaluating inmate concerns regarding their perception of the grievance procedure and how informal complaint and grievance responses are handled.
- Evaluate inmate concerns regarding staff/inmate interactions and develop strategies to address.

## V. REHABILITATION AND REENTRY

**CIIC EXPECTATION: Prisons will provide access to quality programming and purposeful activities that will ultimately aid reentry.**

### A. REENTRY PLANNING

CIIC's evaluation of reentry planning<sup>125</sup> includes interviews of staff,<sup>126</sup> focus groups of inmates,<sup>127</sup> a document review, and inmate survey responses. Overall, CIIC rates the reentry provisions as **GOOD**.

#### Staff Accountability

- Staff reported the unit staff consists of: 5 unit managers, 11 case managers, 11 correctional counselors/sergeants and 5 secretaries. There are currently two vacancies noted and these vacancies are filled by temporary work level assignments.
- Staff relayed that case managers are expected to facilitate two reentry approved programs a quarter in addition to other purposeful activities programs.
- Some of the inmate reentry focus groups relayed that accessibility to reentry programming was limited due to inmates because of the time frame of their sentence which were under a year.
- Case manager focus group reported communication and teamwork were some of the things they do well at CCI.
- Inmate focus group participants relayed that they felt the institution had not prepared them well for post-release reentry. They relayed having more resources to community people and accessibility to programming would help.
- Twenty-four RPLANS were reviewed and only four of the reviewed RPLANS noted some missing information to have a completed RPLAN.

#### Reentry Resources

- CCI had a reentry job fair at the time of our site visit with various agencies attending including Alvis House, Talbert House, Ohio Disability, Franklin County Children Services, adult parole authority, and the local JRO (Justice Reinvestment Officer).

<sup>125</sup> Reentry planning requires pervasive attention to individualized details from the first day of incarceration through the post-release period. Effective reentry planning is crucial for a successful reintegration into society. The inspection considers the amount and types of inmate access to unit programs and purposeful activities, inmate contact with local community representatives, and staff accountability related to reentry processes and unit life.

<sup>126</sup> CIIC inspection process includes interviews of the Reentry Coordinator (RC), the Unit Management Chief (UMC), and available Case Managers (CM). In numerous institutions, the duties of the RC are assigned to the UMC or other Unit Manager, prompting a combined interview.

<sup>127</sup> CIIC conducts focus groups of inmates, including a group of inmates who are within approximately 30 days or less of their release date.

- Staff reported that the reentry coalition has just started back up again as it has been not up and running consistently since the last reentry coalition coordinator retired.
- The CCI Reentry Coordinator relayed that journey to employment and more outside community resources would be a good additional tool to assist inmates with reentry.
- Case manager focus group relayed that additional resources such as newer computers, projectors and televisions for programming, and program space would aid in the effectiveness of job duties.
- Case manager focus group relayed that many computer programs they utilize to enter inmate information is redundant and they are having to input the same information in ORAS, On-Base, and DOTS.
- CCI inmates in the 30-days-to-release focus groups relayed that reentry preparation should include more accessibility to being able to obtain their social security card and driver's license before being released, more accessibility to programming, and having more community resources.
- Majority of inmate survey respondents reported they knew where they could find reentry information.<sup>128</sup> In addition, an average percentage of inmate survey respondents reported knowing how to find housing, jobs, state ID, food, continuing health care, recovery services, education and county agency information upon release.<sup>129</sup>
- A low number of inmate survey respondents reported that staff had discussed what programs they should be taking while incarcerated with them.<sup>130</sup>

## B. REHABILITATIVE PROGRAMMING

CIIC's evaluation of rehabilitative programming is based on a review of unit-based program enrollment and completion, on-site observations, and review of additional purposeful activities. Overall, CIIC rates rehabilitative programming as **GOOD**.

### Unit-Based Programs

- CCI currently has five reentry programs being facilitated by unit staff at the time of this site visit.<sup>131</sup>

---

<sup>128</sup> 55.4 percent (n=372) inmate survey respondents reported knowing where to find reentry information.

<sup>129</sup> 45.2 percent (n=343) survey respondents reported knowing how to obtain housing, 51.0 percent (n=335) reported knowing how to obtain a job, 61.2 percent (n=343) survey respondents reported knowing how to obtain a state ID, 53.5 percent (n=346) survey respondents reported knowing how to obtain food, 45.5 percent survey respondents (n=343) reported knowing how to obtain continuing health care, 44.7percent (n=311) survey respondents reported knowing how to obtain recovery services, 53.5 percent (n=318) reported knowing how to obtain education, and 44.3 percent (n=334) reported knowing how to obtain county agency information.

<sup>130</sup> 39.2 percent (n=372) of inmate survey respondents reported that staff had discussed what programs to take while incarcerated with them.

<sup>131</sup> Reentry Approved Programs offered at CCI are: Thinking for a Change, Cage Your Rage, Inside Out Dad, Money Smart, and Victim Awareness.

- More than half of the inmate survey respondents relayed that it is easy or neutral to get in to unit programs.<sup>132</sup>
- Inmate open ended survey responses reported that programming at CCI was one of the positives of CCI.
- CCI waitlist numbers for reentry programs are high:

Program	Waitlist total	Program	Waitlist total
Thinking for a Change	517	Inside Out Dads	37
Money Smart	84	Victim Awareness	286
Cage Your Rage	8		

- CCI current enrollment numbers for reentry programs:

Program	Number Enrolled	Program	Number Enrolled
Thinking for a Change	37	Inside Out Dads	65
Money Smart	45	Victim Awareness	92
Cage Your Rage	94		

- CCI completion numbers for reentry programs for FY 2015:

Program	Number Enrolled	Program	Number Enrolled
Thinking for a Change	53	Inside Out Dads	63
Money Smart	58	Victim Awareness	118
Cage Your Rage	56		

<sup>132</sup> 54.3 percent (n=339) inmate survey respondents reported it being easy or were neutral about access to unit programs.

## Additional Purposeful Activities

- CCI has multiple inmate facilitated programs.<sup>133</sup>
- CCI unit staff provides a wide range of meaningful activities which include reentry approved programs, inmate facilitated programs, recreation, religious services, community service, employment, educational programs, Pre-Release Preparation programming, Recovery programs, and mental health programs.
- CCI offers an acceptable number of inmate groups.<sup>134</sup>

## C. FAMILY ENGAGEMENT AND COMMUNITY CONNECTIONS

CIIC's evaluation of family engagement and community connections consists of review of family-oriented activities, survey results, and data review. Overall, CIIC rates family engagement and community connections as **GOOD**.

### Family Connections

- CCI does promote inmate communications with family, friends, and community through family participation in educational graduations, fatherhood events, program graduations, and religious programs. Inmates also have standard visitation and access to phones and mail.
- CCI held a Family Reentry Summit in July 2016.<sup>135</sup>
- Slightly under half of CCI inmate survey respondents relayed that they have had problems sending or receiving mail within the past six months.<sup>136</sup>
- An average number of survey respondents relayed having problems accessing the telephone within the past six months.<sup>137</sup> Top reasons noted for problems accessing phones was not enough phones and phones are broken.

---

<sup>133</sup> Inmate facilitated programming includes: Community Service, Life Skills, Public Speaking, Ohio Means Jobs, Job Interviewing Skills, Emotional Intelligence, Stop Thinking Life as an Inmate, Job readiness, Crochet class, Art class, Roots for Success, Journey of Consciousness, Sign Language, Literature, Healthy U, Issues and Answers, Assertiveness, Back against the Wall, Advanced Finance, Big Book, Stress on Blast, Developing Purpose, Living Without Violence, Relationships, Criminal Thinking Errors, 9 to 5 Beats 10 to Life, Proverbs for Change of Life, Leadership/goals, Problem Solving Strategies, Cooking, History of Christianity, Workshops of the Mind, Spanish, Current Events, Book Club, English for the Modern, Proverbs for Change, The Funeral, Biblical Spirituality, Achieving Change, Rights of Passage, Meaningful Relationships, Journey to Employment, Communicating Across Cultures, Latin for Beginners, Emotional Intelligence, Logic and Philosophy, Physical Trainer Study Guide, Entrepreneurship and Money Smart, Criminal Addictive Thinking, Character Tune Up and Alignment, and Sales.

<sup>134</sup> Inmate groups offered, but not limited to: Art Club, Cultural Awareness, Writer's Club, Fish Club, Veterans Coalition Group, Reintegration Group, and Jaycees.

<sup>135</sup> The Family Reentry Summit was held July 2016. Family members of offenders were invited to come meet with DRC staff, Parole Board staff, and outside agencies that provided information to the family members regarding the daily life in the institution and resources to help the offender and the family upon the offender's release back in to the community.

<sup>136</sup> 40.8 percent (n=368) of CCI inmate survey respondents reported having problems sending or receiving mail within the past six months.

<sup>137</sup> 47.5 percent (n=373) of CCI inmate survey respondents reported having problems accessing the telephone within the past six months.

- A low number of inmate survey respondents reported having problems receiving visits within the past six months.<sup>138</sup> The top two reasons for problems receiving visits were distance for visitors and the visit scheduling process.
- CCI rate of community service hours increased from CY 2014 to CY 2015 but was lower than the comparator prison rate and the DRC average rate.

Year	CCI Rate	Comparator Prisons Rate	DRC Average
CY 2014	56.8	116.4	106.7
CY 2015	70.1	133.4	124.4

- CCI currently has nine community service projects.<sup>139</sup>
- CCI has approximately 228 active community volunteers.<sup>140</sup>

**D. ACADEMIC PROGRAMMING**

CIIC’s evaluation of the quality of academic programming in a correctional institution focuses on data analysis, a document review, direct observation of at least one program, and inmate survey responses. CIIC rates academic programming as **GOOD**.

- CCI education department offers Pre-GED, GED, Career-Technical Education, advanced job training, apprenticeship programs, and Transitional Education Program (TEP).
- The rate of academic enrollment slightly increased from FY 2014 to FY 2015. CCI rate of academic enrollment for FY 2015 is slightly lower than the comparator prisons rate and the DRC average.

Year	CCI Academic Enrollment	Comparator Prisons	DRC Average
FY 2014	240.2	357.9	380.9
FY 2015	288.8	342.4	381.6

- From FY 2014 to FY 2015, CCI has significantly decreased the rate of inmates on the waitlist compared to those enrolled in academic programming. CCI’s rate

<sup>138</sup> 33.2 percent (n=368) of CCI inmate survey respondents reported having problems receiving visits within the past six months.

<sup>139</sup> Community service projects include: Crayons to Computers, Kairos Community Service, Nursing Home cards, Bus washing, and White Ribbon Campaign, Waggle Tails and Wet Kisses dog program, Rosaries for the Catholic Churches, Southern Ohio Survivors Cancer Patients, Rumpke Recycling, Ronald McDonald House, Artwork Auction for the Chillicothe food pantry, Garden for the Good Samaritan food pantry, Homeless Mats for the homeless and the Wesley Church.

<sup>140</sup> Active community volunteers are defined as volunteers who enter the facility more than three times per year.



of inmates on the waitlist for FY 2015 is lower than comparator prisons and the DRC average.

Year	CCI Waitlist	Comparator Prisons	DRC Average
FY 2014	11.8	30.8	31.3
FY 2015	6.8	25.6	29.5

- Positively, a majority of survey respondents relayed that it is easy or were neutral about being able to get into academic programming.<sup>141</sup>
- The rate of GEDs attained by CCI inmates has decreased from FY 2014 to FY 2015, but is slightly lower than the DRC comparator rate and the DRC average rate.

Year	CCI Rate of GED's Earned	Comparator Prisons	DRC Average
FY 2014	3.1	3.8	3.5
FY 2015	0.6	0.8	0.8

- The ratio of student to teacher is an average of 20 to 1.<sup>142</sup>
- CCI education department does have a computer lab and a literacy tutor training program.
- The rate of certificates earned to academic enrollment decreased from FY 2014 to FY 2015 and is slightly lower for FY 2015 than the comparator prison as well as the DRC average.

Year	CCI Certificates Earned	Comparator Prisons	DRC Average
FY 2014	11.1	9.5	10.1
FY 2015	8.0	8.2	8.1

<sup>141</sup> 74.4 percent of survey respondents (n=320) relayed it was easy or were neutral about the ease to get into academic programming.

<sup>142</sup> Educational staff include one principal, one assistant principal, six academic teachers, three career/tech instructors, a shared guidance counselor, one intervention specialist, three vocational, and one librarian.

## On-Site Observation

- CIIC staff observed an educational program and inmates utilizing the CAILabs. The Pre-GED, GED class observed was positive and interactive. Students were studying and prepping to take their GED test and were engaged. In addition, the instructor did a great job with encouraging student feedback and the students' understanding of the material.
- CIIC staff also observed a student in his course of study for Ashland University who shared information regarding his curriculum and his studies with Ashland University who is currently conducting a pilot program for inmates being awarded a Pell Grant and the inmates can receive a college degree, as well

## E. LIBRARY SERVICES

CIIC's evaluation of literacy development in a correctional institution focuses on data analysis, a document review, direct observation of at least one program, and inmate survey responses. CIIC rates overall library services as **GOOD**.

### Library Facilities

- The library appeared clean and well maintained. There are 23 tables and 50 chairs, with a seating capacity of 50 inmates.
- There are 17 inmates that currently work in the library, to include four law clerks and no volunteers.
- The library has media alternatives: audiovisuals, play-a-ways, and books on compact discs.
- There are nine total computers to include seven Lexis Nexis, two typewriters, and two reentry computers set up in the library. All resources are operable.
- The library currently has a reentry resource center with reentry materials and two reentry computers for reentry and job training.<sup>143</sup>

### Library Access

- The number of population visits for FY 2015 was 5,647 which was a 2.7 percent decrease in population visits from 2014.<sup>144</sup>
- The library hours of operation in FY 2015<sup>145</sup> decreased 8.8 percent in comparison to FY 2014.
- The library is opened seven days a week with a security post assigned to the library.
- The librarian reported that rounds are conducted on a weekly basis to the transitional programming unit, which is in compliance with DRC 57-EDU-02.<sup>146</sup>

<sup>143</sup> All DRC libraries are required, per DRC 78-REL-05, to have a reentry resource center.

<sup>144</sup> CCI's population visits for FY 2014 was 5,803.

<sup>145</sup> Total hours reported for FY 2014 (inmate population = 2,783) was 2,890 and total hours reported for FY 2015 (inmate population = 2,487) was 2,636.

The librarian also has inmates utilize the kite system for requesting library resources/materials.

- From FY 2014 to FY 2015, the rate of library materials per capita at CCI slightly decreased. CCI’s rate per capita was lower than the DRC average:

Year	CCI Rate per Capita	Comparator Prisons	DRC Average
FY 2014	4.0	8.2	8.0
FY 2015	3.9	7.9	8.2

- The staff relayed that they do have an inter-loan library service.<sup>147</sup>
- The library did have secondary educational and ethnic section materials available.
- The rate of actual usage of the items (based on the average monthly circulation of materials compared to population) remained the same from FY 2014 to FY 2015:

Year	CCI Rate	Comparator Prisons	DRC Average
FY 2014	4.2	2.5	2.1
FY 2015	4.2	2.3	2.0

**Library Special Programs**

- There are no special library programs at this time.

**F. VOCATIONAL AND WORK SKILL DEVELOPMENT**

CIIC’s evaluation of the quality of vocational and work skill development and programming focuses on data analysis, a document review, direct observation of at least one program, and inmate survey responses. CIIC rates overall vocational and work skill development programming as **GOOD**.

**Apprenticeship Programming**

- CCI vocational enrollment has decreased from FY 2014 to FY 2015.

<sup>146</sup> DRC 57-EDU-02 states to ensure the accessibility of education staff and continuity of services, a library staff member shall visit each special population housing unit at least weekly with the area’s logbook signed for accountability.

<sup>147</sup> All DRC libraries participate in interlibrary loan services with public libraries to supplement the interlibrary loan provisions per DRC 78-REL-05.

Year	CCI Vocational Enrollment	Comparator Prison	DRC Average
FY 2014	159.6	181.3	156.8
FY 2015	118.4	176.6	164.5

- CCI currently offers seven apprenticeship programs for the inmate population.<sup>148</sup>
- The FY 2015 apprenticeship enrollment rate increased in comparison to the FY 2014. CCI's rate is much lower than the comparator prisons and the DRC average.

Year	CCI Apprenticeship Enrollment	Comparator Prisons	DRC Average
FY 2014	11.1	43.1	40.5
FY 2015	16.6	60.1	53.7

- The rate of career tech certificates earned to enrollment slightly decreased from FY 2014 to FY 2015.

Year	CCI Certificates Earned	Comparator Prisons	DRC Average
FY 2014	6.6	5.4	5.0
FY 2015	6.3	5.0	5.2

- A low number of inmate survey respondents indicated it is easy or were neutral to get into vocational training.<sup>149</sup>

**G. OHIO PENAL INDUSTRIES (OPI)**

- The OPI shops at CCI consist of OPI Paint Shop, OPI Machine Shop, OPI Welding Shop, OPI Vehicle Assembly Shop, OPI Refurbish Shop, OPI Fabrication Shop, and the OPI Vehicle Modular Shop.
- Staff relayed that they currently do not have any apprenticeship programs in OPI but are working on developing various programs.
- The average pay for an inmate in the OPI shops is between one hundred and fifty dollars to one hundred and eighty.

<sup>148</sup> CCI offers the following apprenticeship programs: Janitorial, Dog program, Animal Trainer, farm workers, Recovery Operator, Healthcare, and farm mechanic.

<sup>149</sup> 35.2 percent of survey respondents (n=327) relayed it was easy or were neutral to get into vocational training.

- Staff relayed the average profit for the OPI shops the past six months was \$280,000 dollars.
- OPI is currently looking at merging another OPI Chair factory from another facility with the OPI Chair factor at CCI to expand jobs available for inmates at CCI.
- In terms of post-release connections, the shop manager stated that the OPI supervisors will give inmates a reference letter and a special work evaluation upon request.

## **REHABILITATION AND REENTRY RECOMMENDATIONS**

- Develop strategies to address programming for all inmates being released.
- Develop strategies to address the high waitlists for reentry-certified unit programs.
- Consider strategies to ensure the reentry coalition is functioning adequately.
- Consider developing strategies to address staff having to enter the same information in various computer screens to reduce redundant work.
- Develop strategies to ensure that staff are discussing programs inmates need to take during their incarceration.
- Consider developing strategies to increase the number of GED's earned.
- Develop strategies to increase apprenticeship programs in OPI.

**VI. FISCAL ACCOUNTABILITY**

**CIIC EXPECTATION: Prisons will responsibly utilize taxpayer funds and implement cost savings initiatives where possible.**

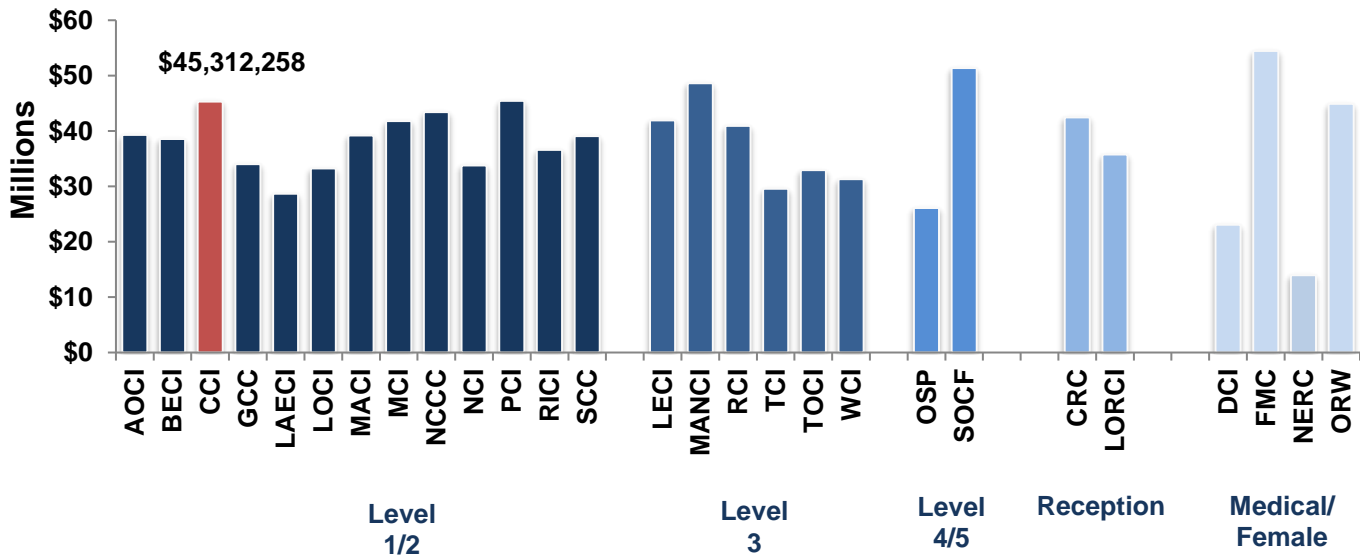
**A. FISCAL WELLNESS**

CIIC’s evaluation of fiscal wellness includes a document review of the institution budget status report, fiscal audits and an interview of staff regarding the implementation of cost saving initiatives, both those required by policy and those independently developed by staff. CIIC rates fiscal wellness as **GOOD**.

**Budget Overview**

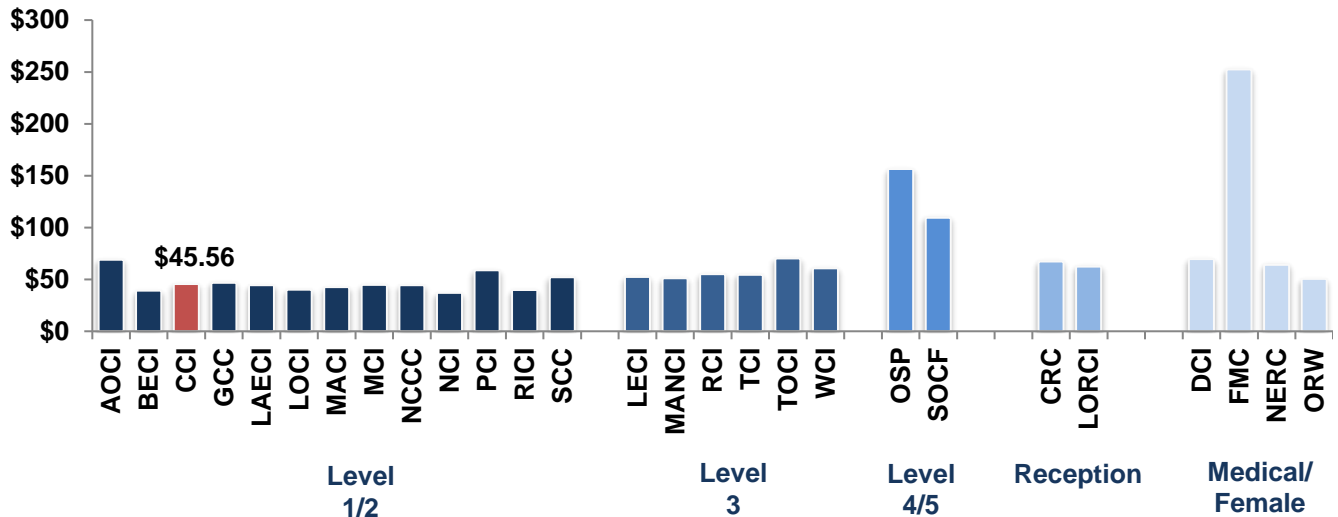
- According to their FY 2016 budget overview, CCI used 98.3 percent of their allocated budget.<sup>150xlv</sup> Institutional operations payroll accounted for 63.6 percent of their expenses followed by medical personnel (5.8 percent).<sup>xlvi</sup> The FY 2017 allocated budget for CCI is \$51,845,691.74.
- In FY 2015, CCI had an allocated budget of \$45,312,258. The DRC FY 2015 budget is illustrated below.

**Chart 4  
DRC Institutional Budget Allocations by Security Classification<sup>xlvii</sup>  
FY 2015**



<sup>150</sup> According to their FY 2016 budget overview, CCI spent \$48,896,624.23 of their allocated budget (\$50,782,749.61). The FY 2016 budget overview also included an encumbrance of \$107,104.30 with a remaining balance of \$779,021.08.

**Chart 5**  
**Daily Cost per Inmate by Security Classification<sup>xlviii</sup>**  
**FY 2015**



**Fiscal Audits**

- In their most recent internal audit, CCI was compliant in all 10 of their mandatory standards for an overall score of 100 percent.<sup>xlix</sup>
- In their most recent external fiscal audit, the External Auditor found four concerns related to inaccuracies with the related to the cashier’s office.<sup>151</sup> CCI developed an action plan with the external auditor to address the concern relayed by the external auditor.<sup>1</sup>

**Overtime Management**

- In FY 2016, CCI paid \$945,844.89 in total staff overtime costs, which was a 58.2 percent decrease from FY 2015.<sup>152li</sup>
- In FY 2016, CCI paid \$599,740.18 in correctional officer overtime costs, which was a 67.6 percent decrease from their 2015 correctional officer overtime costs.<sup>153lii</sup>

<sup>151</sup> The most fiscal audit available for CCI was finalized in March 2014. According to staff, CIIC had a recent audit but the report has not been finalized as of October 2016. In the 2014 report, CCI staff requested assistance from outside sources to balance the inmate trust fund checking account on CACTAS which included contacting the DRC External Audit staff for additional assistance as needed. Additionally, the Commissary income balance was negative.

<sup>152</sup> In FY 2015, CCI paid \$2,261,702.87 in total staff overtime.

<sup>153</sup> In FY 2015, CCI paid \$1,852,014.57 in correctional officer overtime.

**Inmate Property Loss Reimbursement**

- In CY 2015, CCI paid \$1,107.06 in property loss payouts which was a decrease from the \$1,266.26 paid in CY 2014.<sup>liii</sup>

**Cost Avoidance**

- Cost avoidance initiatives can be found in the environmental sustainability section.

**Infrastructure**

- The following capital improvement requests were completed in 2015:
  - Flat Roof repair \$2,300,000.00
- The following capital improvement requests were in progress in 2016:
  - Electrical Upgrade \$5,100,000.00
  - Window Replacement \$3,600,000.00
  - Shower Replacement \$3,200,000.00
  - Plumbing replacement and hot water addition \$1,900,000.00
  - High Mast Lighting \$1,100,000.00
  - \$14,900,000.00

**Scheduled or Requested Projects**

- Electrical Upgrade Phase 3 \$6,200,000.00
- Fire Alarm Replacement \$3,500,000.00
- Phase II Shower Replacement \$2,500,000.00
- \$12,200,000.00

**B. ENVIRONMENTAL SUSTAINABILITY**

CIIC’s evaluation of environmental sustainability includes a document review of the utility bills and an interview of staff regarding the implementation of cost saving initiatives, both those required by policy and those independently developed by staff. CIIC rates environmental sustainability as **GOOD**.

**Utility Conservation<sup>154</sup>**

- Overall, CCI increased their total utility costs by \$67,412 (2.8 percent) in FY 2016. The most significant increase was regarding their natural gas costs which

---

<sup>154</sup> The DRC established a goal for each institution to reduce its annual utility costs by five percent. Natural gas, water and electricity are the primary utilities targeted for reduction of use.



increased by 12.6 percent.<sup>liv</sup> Although CCI increased their gas costs, they reduced their electrical and water costs.

- Although CCI slightly increased their water usage, they reduced their gas and electrical usage. The largest reduction was their natural gas usage which was reduced by 4.7 percent.<sup>lv</sup>
- The FY 2015-16 utility consumption and costs comparisons are illustrated in the following chart:

Energy Type	FY 2015	FY 2016	Percentage of Change
<b>Water<sup>155</sup> (gal)</b>	<b>360,570,000 gal</b>	<b>364,690,000 gal</b>	<b>1.1%</b>
	\$459,478	\$437,628	-4.8%
<b>Natural Gas (ccf)</b>	<b>201,916 ccf</b>	<b>192,454 ccf</b>	<b>-4.7%</b>
	\$1,033,921	\$1,164,356	12.6%
<b>Electric (kwh)</b>	<b>9,762,121 kwh</b>	<b>9,636,427 kwh</b>	<b>-1.3%</b>
	\$923,827.76	\$ 882,655	-4.5%
<b>Total Costs</b>	<b>\$2,417,227</b>	<b>\$2,484,639</b>	<b>2.8%</b>

**Recycling**

- According to their sustainability report, CCI recycling projects for FY 2016 resulted in \$8,000 of revenue which was a 47.1 percent increase from FY 2015.<sup>156lvi</sup>

**Sustainability Audit**

- CCI conducted a sustainability audit which outlined additional energy conservation and waste reduction initiatives from FY 2016.<sup>157lvii</sup>

<sup>155</sup> CCI receives their water from a local DRC water plant located in Chillicothe. The plant also supplies Nearby Ross Correctional Institution and the local VA Memorial Hospital with their water at no costs.

<sup>156</sup> According to their most recent Sustainability Audit, CCI reported \$5,438.88 in recycling revenue for FY 2015.

<sup>157</sup> The sustainability audit found the following: CCI purchased and installed motion sensors and exhaust fans. CCI also increased their recycling efforts as well. Staff also posted signs in several areas including 2A, Administrative Building, and the correctional officer roll call room from time to time. Inmates were made aware of the institution’s recycling efforts by posting signs in their housing units. Staff have conducted additional spot checks in the food service area to ensure they are recycling all cardboard and metal cans.

**Sustainability Cost Avoidance**

- The following cost savings provided CCI are based on initiatives that were implemented during FY 2016:
  - No specific cost avoidance data was available. However, CCI is developing an energy conservation project to help reduce energy costs. As of October 2016, the project was in the final stages of development.

**Sustainability Programs**

- Since 2015, CCI has had 87 graduates from the Roots of Success program. The program also has five inmate facilitators. On the day of the inspection, CCI had 10 inmates that were enrolled in their current class. The graduate rates of the Roots of Success program is illustrated below <sup>lviii</sup>

Program Name	Year	Participants	Graduates	Graduation Rate
Roots of Success	2015	67	82	81.7%
	2016 YTD	20	23	87.0%
	<b>TOTALS</b>	<b>87</b>	<b>105</b>	<b>82.9%</b>

- Information sustainability programs included a community garden, and the chair-mattress programs.<sup>158</sup>

Program Name	Participants	Description
Community Garden	40	A recently implemented inmate gardening program.
Chair-Mattress ODOT Trucks	---	Zero Waste.

- In addition to the sustainability programs, CCI has a total of 18 inmate reclaimers that can earn \$18 per month.

**C. STAFF MANAGEMENT**

<sup>158</sup> According to their Sustainability Report, the community garden is a recently implemented inmate program that consists of 40 participants. Chair-mattress ODOT trucks is a zero waste program.

CIIC's evaluation of staff management includes a data review and staff interviews regarding overtime management, turnover ratio, morale, training, and evaluations. CIIC rates staff management as **GOOD**.

### **Workplace Environment**

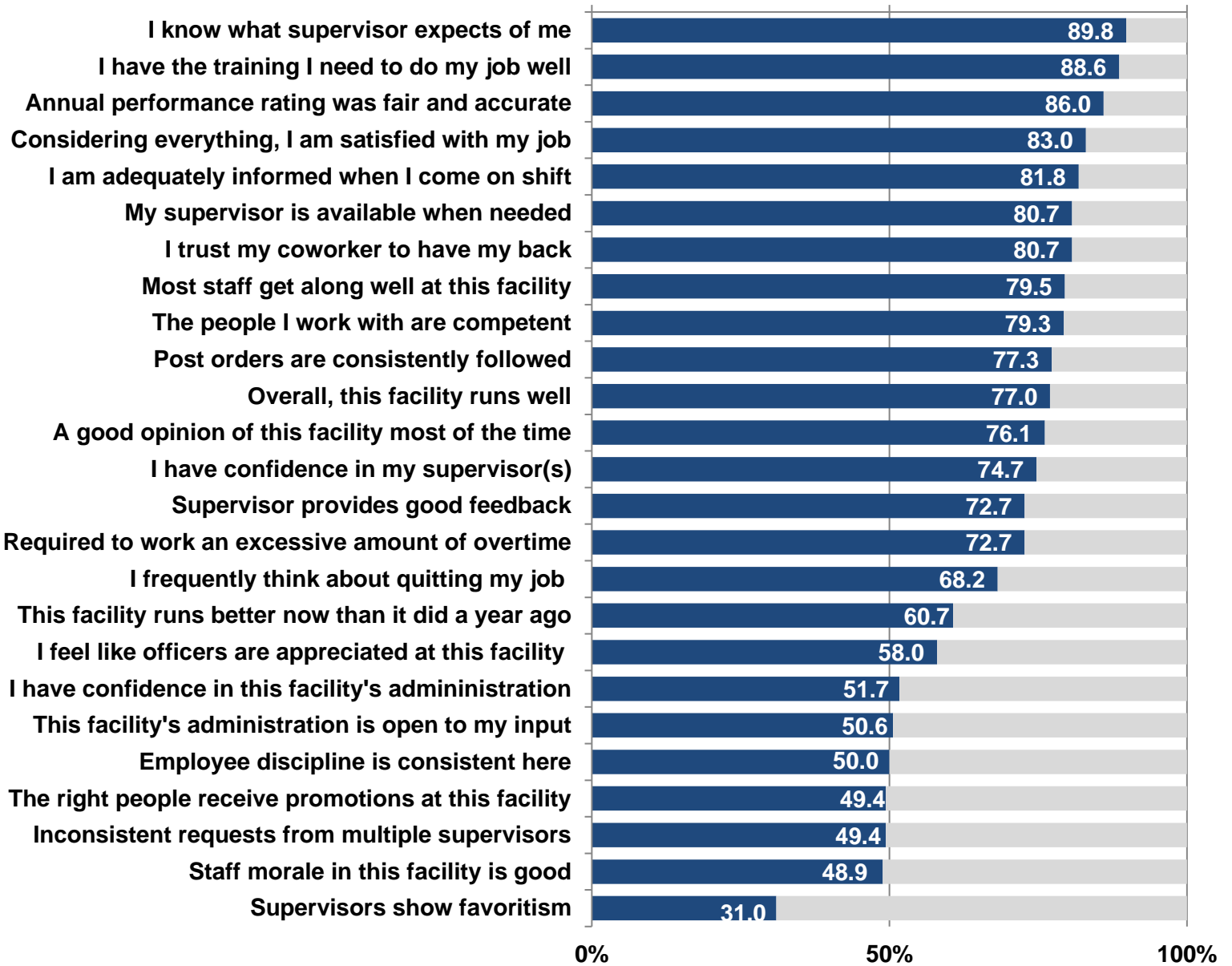
CIIC interviewed 15 correctional officers who provided the following insight regarding the CCI workplace environment:<sup>lix</sup>

- Nearly all of the officers believe the institution is well-run. Officers believe that the Warden communicates effectively with staff. Officers also believe the institution is well-run because of the experience of staff and their ability to work together to ensure the safety of everyone.
- Most of the officers interviewed also feel supported by their administration.
- All of the officers interviewed feel supported by their immediate supervisor in regard to addressing any issues and concerns at the institution.
- Additionally, the majority of officers believe that staff get along and work well together.
- The majority of officers rated morale as "average." Officers relayed that the average rating depends on their perception of the facility. Some officers enjoy coming to work every day while other officers believe it is hard to have high morale in a prison environment. Some officers believe that morale is slightly better now than it was one year ago.

CIIC received 88 responses (27.9 percent) back from CCI officers which represents a small sample size of their officers. Although officers relayed some concerns, Overall, the supervisor survey responses were mostly positive.<sup>lx</sup>

CCI correctional officer survey results:<sup>159</sup>

■ Positive Response    ■ Negative Response



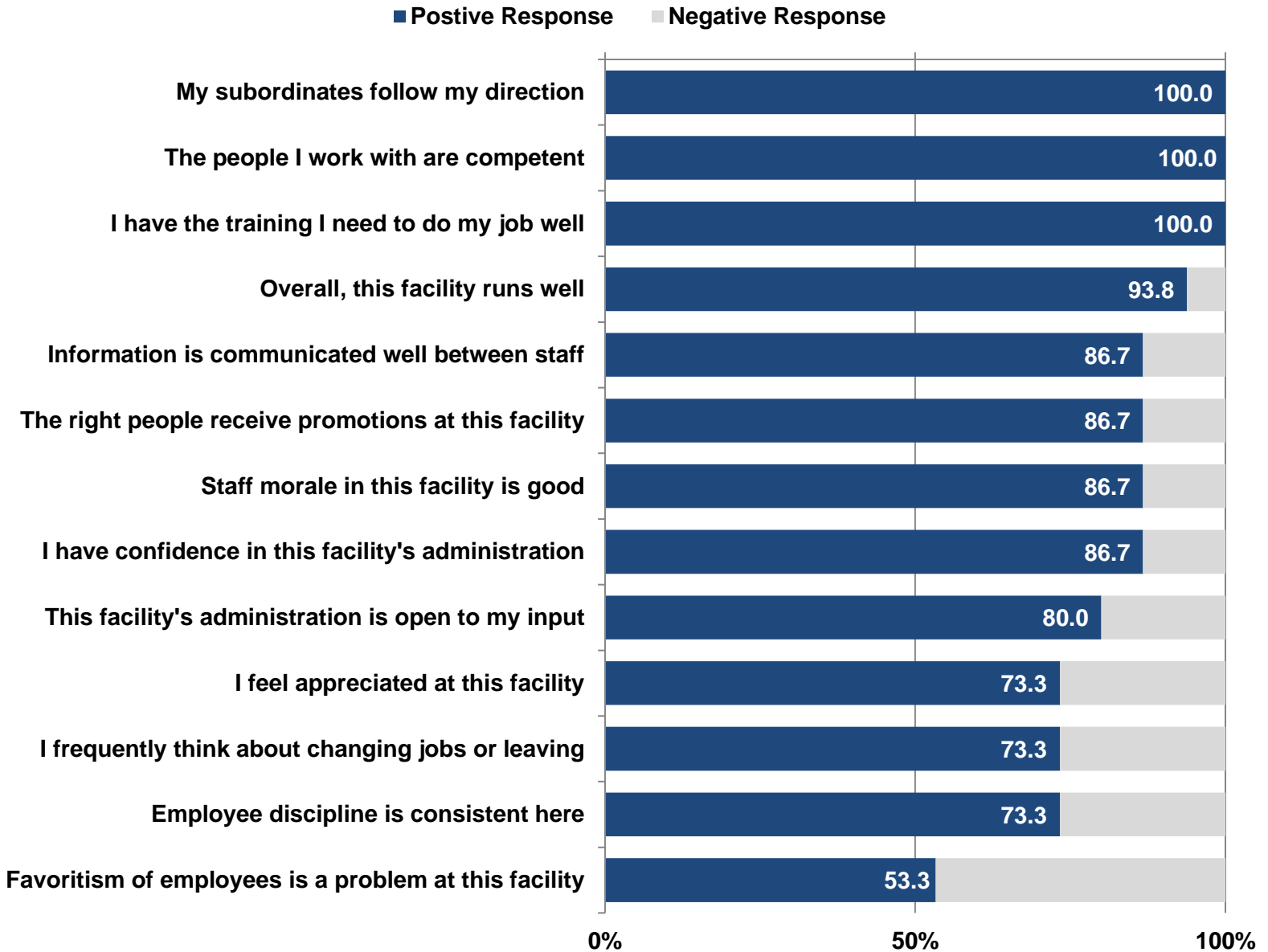
A review of the two open-ended survey questions found that 60 officers responded “one change that you would make” question compared to 55 officers who responded to the “one positive aspect” question.<sup>160</sup><sup>xi</sup>

<sup>159</sup> Results are ranked in order most positive response.

<sup>160</sup> Some of the changes that correctional officers would make include adding more staff accountability, a perception of favoritism, more consistency (regarding leadership and communication), administration and the administration (not specific). Some of the positive aspects of CCI relayed by correctional officers

CIIC received 16 survey responses from CCI Supervisors. Overall, the supervisor survey responses were positive.

**CCI supervisor survey results:**



Supervisors were given four open-ended survey questions to provide additional feedback related to their institution and managing their staff.<sup>161</sup>

were their co-workers, staff experience, the workplace environment and atmosphere, their salary, and job security.

<sup>161</sup> The open-ended questions were regarding one positive aspect of CCI, one change that needs to be made at CCI, additional resources needed to manage staff and any additional comments. The positive aspects of CCI were communication between staff, staff work together, the Warden, staff experience, and

A review of their 2014 cultural assessment found that some responses by staff were similar to the officer survey responses and interviews.<sup>162lxii</sup>

- Some positive characteristics of CCI relayed by staff were family environment with a caring staff and sense of togetherness; pride in the facility in which staff strive for the best; support for the current Warden who is approachable and visible in the facility; experience of staff that is diverse and tenured; and security operations which staff feel protected at an institution with a history of low violence.
- Some “cultural opportunities” or areas of concern relayed by staff were preferential treatment regarding scheduling, promotions, and discipline; workload including the need to hire more staff; the need for more consistent communication; and the availability of resources to do their job.
- Additional concerns relayed by staff were a request for more overtime; reduce favoritism; the ability of staff to work together for the basic good; increased training for specialized; equipment upgrades; and more support from the administrative staff.

## Evaluations

- In CY 2015, CCI staff completed all 479 of their 493 (97.2 percent) of their performance evaluations on time.<sup>lxiii</sup> All of the 493 evaluations were completed.<sup>lxv</sup>

## Training<sup>163</sup>

- The FY 2016 CCI mandated training completion rates consisted of the following:<sup>lxvi</sup>

---

support from the administration. One change that staff would make would be more communication with the online staff, Consistency, more officers in the housing units, more outside workers to accomplish community service, better training, enable supervisors to earn overtime, reduce high officer overtime, staff show up to work, and more state employees and less contractors.

Some additional resources that supervisors could use to better manage their staff were the ability to communicate to each supervisor during roll calls and pick a post to make sure everyone is on the same page during shift changes; supervisor hours; direct Communication with administrators; more programming staff to provide maximum programming to offenders; more direct supervision of inmates; another executive staff member in Personnel to field phone calls, file, sit in on interviews, and backup to payroll, officers need new uniforms and should be issued more than sets.

<sup>162</sup> The purpose of the Cultural Assessment is to determine how staff feels about their facility as a place to come to work.

<sup>163</sup> DRC required 40 hours of in-service training for custody staff (all non-clerical/support designated staff) and 16 hours in-service training for non-custody (clerical/support staff). According to DRC policy, 39-TRN-02 (“In-Service Training”), the prisons are mandated by the CTA to ensure custody staff receives annual re-certification training on the following topics: firearms, unarmed self-defense, CPR/First Aid, and in-service training. Institutions are only mandated to take CPR every other year. These topics are derived from Administrative Regulations, Legislative/Judicial Requirements, ACA Standards, DRC policies, and/or other Department Training Advisory Council recommendations. The goal of each institution is for all required staff to complete 100 percent of their required training by the end of each fiscal year.

- Defense Tactics: 100.0 percent<sup>164</sup>
- Firearms Training: 100.0 percent<sup>165</sup>
- In-Service Training: 100.0 percent<sup>166</sup>

### Turnover Ratio

- In FY 2016, CCI had a 6.5 percent total staff turnover ratio, which was an increase from 4.3 percent in FY 2015.<sup>lxvii</sup>

### Vacancies

- On the day of the inspection, CCI reported 21 total vacancies which was less than the number of reported vacancies from the 2014 inspection.<sup>167</sup> CCI had only one correctional officer vacancy, which is considerably less than the 2014 inspection.<sup>168lxviii</sup>

### Recruiting and Retention Initiatives

- CCI recruiting initiatives includes attending job fairs and career expos to find qualified candidates.<sup>lxix</sup> Since August 2015, CCI staff has attended 24 job fairs and career expos that were conducted at various agencies and universities throughout the state.
- The Warden and the administrative staff make quarterly visits to the Ohio University-Chillicothe branch to recruit students who are interested in an internship at CCI.<sup>169lxx</sup>
- Additionally, CCI has expanded its recruiting efforts by working with Ohio Means Jobs in an effort to search for candidates for the positions that are the hardest to fill.
- Regarding retention practices, CCI officers relayed the Warden and members of the administrative staff were personable and approachable.<sup>lxxi</sup>

---

<sup>164</sup> 530 of 530 staff successfully completed their training.

<sup>165</sup> 316 of 316 staff successfully completed their training.

<sup>166</sup> 530 of 530 staff successfully completed their training.

<sup>167</sup> During the 2014 inspection, CCI reported 38.5 vacancies.

<sup>168</sup> During the 2014 inspection, CCI reported 22 correctional officer positions.

<sup>169</sup> The Warden and the administrative staff make quarterly visits to the Ohio University-Chillicothe branch for students interested in an internship at CCI.

### **FISCAL ACCOUNTABILITY RECOMMENDATIONS**

- Ensure all fiscal standards are met.
- Consider additional cost savings strategies.
- Consider addressing officer concerns regarding favoritism, staff morale, and inconsistent communication between staff.



## VII. APPENDIX

### A. INMATE SURVEY

A voluntary, confidential and anonymous survey of a representative sample of the prisoner population was carried out during this inspection on October 18, 2016.

The survey was administered using a systematic sampling method of inmates stratified by housing unit. A sample was selected from 2,664, the institutional population. The sample size was chosen so we would have a five percent margin of error.

At the beginning of the inspection, institutional staff provided a printout of inmates by housing unit to CIIC staff. CIIC staff selected every fourth inmate on each housing list printout of inmates in general population. All inmates housed on death row were given the option to participate in the survey. CIIC staff attempted to speak to each selected inmate in their respective housing unit. Staff explained the purpose of the survey, providing each inmate with the survey and an empty envelope. Inmates were directed not to write their name or number on the survey or envelope. After completion, inmates were instructed to place the survey in the envelope and place it in manila envelope provided by CIIC staff on the corrections officer's desk. CIIC staff conducted sweeps of each housing unit in the afternoon to pick up the surveys from the housing unit officers. Additionally, inmates had the opportunity to return the surveys by mail, at the expense of the inmate.

In the sample of inmates in general population, 643 surveys were given out, 6 blank surveys and 384 completed surveys were returned. The number of completed surveys represents 13.1 percentage of the population.

In the sample of inmates on death row, 116 surveys were given out, and 91 completed surveys were returned. This number of completed surveys represents 73.4 percentage of the death row population.

The questions are replicated on the following pages. Counts are represented in questions 1 thru 41 with demographics noted in questions 44 thru question 48. Questions 42 and 43 are open-ended questions and are typed out at the end of the report. With the number of returned surveys, we are 95 percent confident that the proportion of the population who agree with the closed-ended statements, is the number given plus or minus the margin of error of five percent

The results from the survey form part of the evidence base for our inspection.

# General Population

**DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM**

The Correctional Institution Inspection Committee is a legislative committee that inspects the prisons of Ohio and evaluates programs, operations, conditions, and the grievance procedure. We ask you to complete this survey to help us evaluate the prison. Your participation in this survey is completely voluntary. Your answers to these questions will remain anonymous. Should you choose to participate, please complete the survey **TODAY**. Upon completion, please hand it to your Case Manager or housing unit officer. Thank you.

Please mark within the boxes. Do not select more than one option unless otherwise instructed.

**Right Way**

**Wrong Way**

**HEALTH AND WELLBEING**

**Q1 Regarding your unit:**

	Yes	No
Do you have the opportunity to clean clothes every week?	351	31
Are you able to shower five (5) days a week?	338	38
Do you have the opportunity to exchange for clean sheets every week?	133	242
Do you have the opportunity to get cleaning chemicals every week?	262	107

**Q2 How clean is your unit generally?**

Very Clean .....	40
Clean .....	171
Unclean.....	122
Very Unclean .....	49

**Q3 Are health service request forms (aka sick call slips) responded to within two days?**

Usually .....	75
Sometimes .....	134
Rarely .....	146
Never filed.....	29

**Q4 If you are on the chronic care caseload, are you receiving timely follow-ups?**

Yes.....	112
No .....	93
Not on chronic care caseload .....	171

**Q5 Overall, how satisfied are you with the quality of healthcare provided by the following:**

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	Never Used
Nurses	24	75	109	71	82	20
Doctor	18	59	96	74	95	31
Dentist	36	100	74	43	57	57
Mental Health	52	81	69	22	33	113

**Q6 Do you feel you have adequate access to mental health services?**

Yes.....	169
No .....	69
I do not need mental health services .....	144

**Q7 Did you regularly use drugs or alcohol prior to incarceration?**

Yes.....	212
No .....	169

**Q8 Do you feel you have adequate access to recovery services programs?**

Yes.....	148
No .....	128
I do not need recovery services.....	106

**Q9 How could health care services be improved?**

272

**Q10 How satisfied are you with the quality of the food here?**

Very Satisfied.....	6
Satisfied.....	15
Neutral.....	35
Unsatisfied.....	127
Very Unsatisfied.....	199

**If unsatisfied why?**

Portion sizes.....	251
Quality of the meal.....	273
Lack of variety.....	203
Other: _____	94

**What is your primary concern about food service operations?**

Delays in service.....	101
Sanitation.....	228
Inadequate substitutes.....	149
Enough time to eat.....	20
Running out of food.....	190
Other: _____	71

**Q11 How satisfied are you with access to recreation?**

Very Satisfied.....	152
Satisfied.....	134
Neutral.....	61
Unsatisfied.....	24
Very Unsatisfied.....	8

**If unsatisfied why?**

Not enough time.....	11
Number of activities.....	26
Schedule not followed.....	16
Access denied by other inmates.....	12
Other: _____	15

**FAIR TREATMENT**

**Q12 Do you know who the Inspector is?**

Yes.....	160
No.....	219

**Q13 Do you normally have access to the following:**

	Yes	No
Kites	337	43
Informal Complaints	244	126
Health Service Request Forms (sick call slips)	321	51

**Q14 Do you feel that the following are handled fairly at this institution:**

	Yes	No	Never filed
Informal Complaints	36	212	127
Grievances	29	184	155
Grievance Appeals	28	180	161

**Q15 Have you ever felt that you were prevented from using the grievance procedure?**

Yes.....	149
No.....	225

**Q16 If you have never used the grievance procedure, why not? (Choose the best answer)**

No problems / reason to use.....	88
Grievance procedure does not work.....	123
Staff retaliation.....	126
Form not available.....	32
Do not want to be a snitch.....	38
Do not know how to use.....	23

**Q17 Has your property been lost, damaged, or stolen within the past year?**

Yes.....	180
No.....	198

**If yes, did staff appropriately handle your complaint?**

Yes.....	25
No.....	180

**Q18 Do you feel that disciplinary decisions are fair at this institution?**

Yes.....	43
No.....	265
Don't know.....	72

**Q19 Are your housing unit officers generally:**

	Yes	No
Responsive to your needs	204	152
Professional	189	158
Fulfilling job duties	204	137

**Q20 Have you been harassed, threatened, or abused by staff here?**

Yes.....	198
No.....	182

**If yes, what did it involve? (Check all that apply)**

<i>Insulting remarks (about you or your family or friends)</i> .....	145
<i>Physical abuse (being hit, kicked or assaulted)</i> .....	23
<i>Sexual abuse</i> .....	14
<i>Feeling threatened or intimidated</i> .....	142
<i>Having your commissary / property taken</i> .....	97
<i>Race or ethnic origin</i> .....	57
<i>Religion / religious beliefs</i> .....	44
<i>Sexual orientation</i> .....	32
<i>Age</i> .....	29
<i>Disability / medical condition</i> .....	32
<i>You were new here</i> .....	41
<i>Offense / crime</i> .....	82
<i>Gang related issues</i> .....	23
<i>Other:</i> .....	34

**Q21 Have you ever had sexual contact with a staff member at this institution?**

Yes.....	7
No.....	355
Refuse to answer.....	18

**Q22 Where do staff/inmate sexual acts occur?**

155

**Q23 Do you know how to report sexual contact with staff?**

Yes.....	243
No.....	119

**Q24 Do you feel that your Case Manager is helpful?**

Yes.....	161
No.....	194
Do not know who this is.....	22

**Q25 Do you feel that your Unit Manager is helpful?**

Yes.....	180
No.....	172
Do not know who this is.....	26

**SAFETY**

**Q26 How safe are inmates at this institution from other inmates (violence, extortion, etc.)?**

Very Safe .....	22
Safe .....	64
Neutral.....	185
Unsafe .....	63
Very Unsafe .....	46

**Q27 Have you been harassed, threatened, or abused by other inmates here?**

Yes.....	140
No.....	239

**If yes, what did it involve? (Check all that apply)**

<i>Insulting remarks (about you or your family or friends)</i> .....	104
<i>Physical abuse (being hit, kicked or assaulted)</i> .....	69
<i>Sexual abuse</i> .....	15
<i>Feeling threatened or intimidated</i> .....	114
<i>Having your commissary / property taken</i> .....	71
<i>Debt</i> .....	28
<i>Drugs</i> .....	18
<i>Race or ethnic origin</i> .....	36
<i>Religion / religious beliefs</i> .....	23
<i>Sexual orientation</i> .....	31
<i>Age</i> .....	38
<i>Disability / medical condition</i> .....	35
<i>You were new here</i> .....	44
<i>Offense / crime</i> .....	78
<i>Gang related issues</i> .....	26
<i>Other:</i> .....	11

**Q28 Where are violent incidents most likely to occur?**

246

**Q29 Have you ever had sexual contact with another inmate at this institution?**

Yes.....	13
No .....	348
Refuse to answer.....	13

**Q30 Where do inmate/inmate sexual acts occur?**

195

**Q31 Do you know how to report sexual contact with another inmate?**

Yes.....	284
No .....	76

**Q32 What type of prohibited substances are available within this institution? (Choose all that apply)**

Prohibited substances are <i>NOT</i> available .....	45
Tobacco .....	196
Marijuana .....	180
Heroin .....	136
Cocaine.....	91
Suboxone (a.k.a. strips).....	171
Prescription pills.....	101
Alcohol / hooch .....	189
Other: _____	35
Refuse to answer.....	93

**Q33 What type of gang activity frequently occurs at this institution? (Choose all that apply)**

Gang activity is <i>NOT</i> frequent at this institution....	56
Assaults .....	134
Theft.....	131
Extortion.....	140
Gambling .....	102
Sex Trade .....	45
Drug Trade .....	122
Other: _____	25
Refuse to answer.....	86

**Q34 How could this institution be made safer?**

206

**REHABILITATION AND REENTRY**

**Q35 Have staff discussed with you what programs you should be taking while incarcerated?**

Yes.....	146
No .....	226

**Q36 Do you know where you can find reentry information?**

Yes.....	206
No .....	166

**Q37 Do you know how to obtain the following after release?**

	Yes	No	N/A
Housing	155	188	15
Job	171	164	20
State ID	210	133	12
Food	185	161	10
Continuing Health Care (medication, etc.)	156	187	12
Recovery Services (NA, AA, etc.)	139	172	40
Education	170	148	33
County agency information	148	186	19

**Q38 How easy or difficult is it to get into the following activities in this prison?**

	Easy	Neutral	Difficult	N/A
Prison Job	168	114	73	10
Vocational Training	40	75	212	39
Academic Programming (ABLE, Pre-GED, GED)	149	89	82	41
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	80	104	155	25
Mental health/wellness programming	116	113	75	59
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	132	97	85	50

**Q39 Have you had any problems with sending or receiving mail within the past six months?**

Yes.....	150
No .....	218

**Q40 Have you had any problems accessing the telephone within the past six months?**

Yes ..... 177  
 No ..... 196

**If yes, why? (Check all that apply)**

Phones are broken ..... 103  
 Not enough phones ..... 157  
 Access denied by other inmates ..... 79  
 Currently do not have phone privileges ..... 9

**Q41 Have you had any problems receiving visits within the past six months?**

Yes ..... 122  
 No ..... 246

**If yes, why? (Check all that apply)**

Distance for visitors ..... 86  
 Visiting hours / schedule ..... 31  
 Visit scheduling process ..... 57  
 Visitor turned away ..... 20  
 Visitor not approved ..... 36  
 I do not have people who want to visit ..... 22  
 Currently do not have visitation privileges ..... 4

**Final Comments**

**Q42 What is ONE positive aspect of this prison?**

321

**Q43 What is the ONE change you would most like to see here?**

320

**DEMOGRAPHICS**

**Q44 What is your race?**

White ..... 222  
 Black ..... 88  
 Hispanic ..... 10  
 Biracial ..... 8  
 Asian ..... 2  
 Other ..... 37

**Q45 How old are you?**

Under 21 ..... 3  
 21-25 ..... 40  
 26-30 ..... 47  
 31-35 ..... 51  
 36-40 ..... 55  
 41-45 ..... 43  
 46-50 ..... 41  
 51-55 ..... 29  
 56 and older ..... 63

**Q46 What is your security classification/privilege level?**

	1	2	3A	3B	4A	4B	5A	5B
Level	102	265	3	0	1	1	0	0

**Q47 How long have you been incarcerated on this number?**

	<1	1-2	3-5	6-10	11-15	16-20	21 +
Years	54	81	97	74	27	9	27

**Q48 What types of offense(s) have you been convicted of? (Check all that apply)**

Murder, manslaughter, assault, robbery, etc. (Crime against person excluding sex offense) ..... 85  
 Sex offense ..... 137  
 Property offense (i.e. burglary, theft, etc.) ..... 75  
 Drug offense ..... 78  
 Fraud ..... 9  
 Other ..... 60

**DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM**

**CCI General Population Open Ended Responses****What is one positive aspect of this prison?**

1. For the most part an inmate is safe from physical attacks as long as they stay away from drugs, gambling and gangs.
2. OPI – jobs and career education incentive pay at cafeteria allows you to make enough to pay your own way to yard access.
3. Most people belong here.
4. A lot of yard.
5. Close to home.
6. None
7. 50/50 – some staff are helpful. Others prefer to be worshiped. Freedom of movement.
8. It is a pretty “soft” camp. Laid back. There’s a big yard and a fair amount of programs to keep busy with.
9. You are alive to face self daily in hopes you’ll get better facing all the unfortunate odds.
10. –
11. The open yard.
12. None, it’s a (expletive) hole. We piss in PVC tubes in D-3.
13. –
14. Other than that it’s laid back and I do like it here.
15. Big yard.
16. A place to shower, eat and sleep.
17. –
18. –
19. Yard.
20. It has a big yard to work.
21. Soft
22. It’s big enough to move around.
23. Large yard.
24. Easy time.
25. –
26. NA
27. Large yard for recreation.
28. –
29. Not bring able to have your tv.
30. The yard.
31. The yard.
32. Open yard.
33. Reduced attacks of people with sex cases.
34. The big yard.
35. The yard
36. The yard
37. The yard

38. None.
39. It's big and open. Less restrictive and a lot of yard to roam around.
40. Yard
41. It's close to my family and helps make things a little easier on them and myself.
42. Vocational programs, recovery programs and open yard.
43. The yard open all day and a lot of drugs as long as you're not targeted by these c/o. Then you can get away with anything.
44. –
45. None
46. –
47. The space and freedom.
48. The yard is open from 6:00am to 8:45 pm.
49. None
50. It has a nice yard.
51. The OPI job I have is truly a blessing in that I am able to work, learn skills, and occupy my time in a positive way and so many other mentally positive aspects.
52. -
53. Easy time.
54. Freedom to do whatever you want.
55. Big yard
56. You can leave the dorm and go to a huge yard all day.
57. The room, it gives you the yard. No controlled movement.
58. Freedom
59. –
60. –
61. Recreation/open yard.
62. Education programs
63. Yard is open a lot
64. The yard and school.
65. It has good groups
66. The yard is big.
67. Move around
68. None. Exercise.
69. Yard is big
70. Freedom
71. The chapel services as it has a positive influence on the inmates here. It has been a blessing to be able to go and learn about how to be a better person.
72. Recreation
73. Movement
74. Recreation
75. Yard is big
76. Recreation
77. Myself
78. Church
79. None
80. The yard



81. The yard is open and allows inmates to get a little bit of freedom.
82. Relatively low drama.
83. Open yard.
84. It is a soft camp.
85. College/programs – if a person wants to improve themselves, there are resources available.
86. Large rec yard with open rec hours.
87. –
88. –
89. The rec yard.
90. None
91. Lots of space to move around. Not locked down for long periods of time.
92. Great yard
93. Nothing
94. The programs
95. Nice big prison yard.
96. –
97. College and recreation
98. Good books.
99. Bug yard
100. If anything, I'd say the size of the rec yard. Inmates can go almost anywhere. A1 and A2 and by library.
101. They always have a bed.
102. If you are respectful and behave the staff will treat you like an adult and will work with you on most issues.
103. It's wide open here. You can go outside whenever you want to.
104. Ashland University.
105. Can't think of any.
106. –
107. The yard stays open until 9:00pm and opens up at 5:30 am.
108. People talking (expletive) and are is serious about killing another inmate and having their dad dress them in nice clothes and my friend told his father.
109. NA
110. The freedom to walk in the yard.
111. The big yard.
112. –
113. –
114. –
115. Laid back and calm.
116. Good education programs.
117. Programs
118. You get exercise no matter what.
119. Yard
120. –
121. It's grounds are large
122. Open yard and time on yard.

123. The yard is big
124. The yard
125. Older population
126. Safer than the rest
127. The yard opens at 6:00am and closes at 9:00pm.
128. Outside rec
129. Nothing
130. Lots of room to get around for rec and exercise.
131. –
132. –
133. There is nothing positive.
134. –
135. There is program that will help you.
136. Yard time
137. The openness to create healthy relationships with our peers.
138. When open, I like our chapel programs and/or activities.
139. I don't have one.
140. The level of freedom of movement.
141. –
142. Freedom
143. Openness/freedom
144. –
145. Yard
146. The yard is very big and spread-out.
147. Yard
148. Room to walk
149. Yard time allotment.
150. The way the recreation staff keeps something going year round for all inmates to do.
151. Open yard and dorms.
152. The camp/yard/housing units are clean.
153. It has a good prison program.
154. Big rec yard.
155. The mental health.
156. The yard
157. –
158. The yard
159. Exercise
160. Nothing, other than being close to home.
161. Yard
162. The yard
163. The mental health program is very well run.
164. Open yard
165. The yard opens early.
166. It helps you in getting your GED.
167. It has all day open yard.

168. Nothing
169. Large
170. Open yard
171. The yard
172. Not in cells, and get to walk and get fresh air.
173. None
174. The yard
175. The yard
176. –
177. –
178. Space
179. –
180. The freedom.
181. Freedom of movement.
182. –
183. –
184. There are not any.
185. Cleanliness, yard is clean and dorms are clean.
186. The size of the yard.
187. –
188. GED class
189. The yard.
190. Certain CO's are a cut above, others are a cut below. The ones that are a cut above earn my respect.
191. The amount of free roaming.
192. There is none.
193. NA
194. -
195. Yard open until 9:00pm.
196. Freedom
197. I don't know.
198. Education
199. Time to reflect.
200. Plenty of sleep.
201. The yard opens early and closes late.
202. Keep you here.
203. Outside
204. The big yard
205. Big yard
206. –
207. The yard
208. Great, easy laid back.
209. My case and unit managers in D1 are the best I have ever had.
210. Size of yard
211. I have time to evaluate myself and try to fix my wrongs and change for the good.
212. All day rec.

213. I got a chance to know God plus be a better person to myself plus my family.
214. It's safe and open.
215. –
216. It has good rec
217. I get to leave
218. Commission
219. –
220. Large yard
221. Freedom to move around.
222. –
223. –
224. The in-dorm programming is extensive and educational.
225. –
226. They do the best they can. The system faults are not the fault of personnel. The level 3's have no place to be put.
227. –
228. What you make of it.
229. The yard
230. The yard size
231. Free movement.
232. The yard
233. You can walk outside at just about any time to get away from BS.
234. –
235. –
236. Nothing
237. A lot of room to move around.
238. Nothing unless sex offender.
239. –
240. Nothing
241. Rehabilitation: to become a better person by changing my thoughts.
242. There's a sense of order.
243. The yard
244. Generally safe for all types of offenses as compared tom other institutions.
245. The yard
246. –
247. The yard, wide open.
248. This prison has changed my life for better purpose.
249. The yard and freedom to move.
250. It's prison, there is no positive.
251. The openness of the yard here.
252. Good college program.
253. –
254. –
255. My outdate and very few staff.
256. –
257. Violence free, more freedom.

258. Lots of freedom of movement.
259. -
260. The yard.
261. Rec
262. The size of the yard.
263. Freedom of movement, size of yard, cells.
264. A lot to offer.
265. How many programs there are, but wait list is long.
266. Programming.
267. Being able to move about freely.
268. The yard.
269. Great library.
270. The TC program.
271. Free movement.
272. The open yard.
273. -
274. Yard
275. It's huge.
276. The freedom of the yard.
277. -
278. Size and space in the yard.
279. The yard stays open.
280. Religious services.
281. Education
282. -
283. Access to yard.
284. Yard and gym.
285. Freedom to move around.
286. You can stay outside until 9:00pm daily.
287. NA
288. Rec yard
289. Movement
290. It's open.
291. None
292. -
293. Lots of yard time.
294. -
295. Big
296. Freedom of movement.
297. Don't have one.
298. They have a big rec yard.
299. Freedom of movement.
300. Big yard/nice gym, plenty of rec activities.
301. Bigger yard with a lot of open spaces, yard open until 9:00pm.
302. -
303. Rec, visits and programming.

304. You can come and go to the yard as you please when not count time.
305. Church services.
306. The library.
307. The yard and rec is nice.
308. Yard
309. Nothing at all.
310. –
311. It is safe haven for sex offenders.
312. That is a really tough question: the size of the yard, not the accommodations, just the size.
313. The yard is big, it gives room to get away from being harassed.
314. Big yard
315. –
316. –
317. One yard is big and you can find Christian brothers here, that's a plus.
318. None
319. The open rec yard (yard size).
320. –
321. None. (Expletive) hole.
322. More freedom
323. Calm
324. None
325. –
326. Programming.
327. Not bad
328. Writers club.
329. NA
330. NA
331. Open yard.
332. NA
333. That I don't have to be here long.
334. It has a big yard and a good weight cage.
335. Not at all like I thought prison would be. A lot more freedoms as a level 1 or 2. No complaints really
336. It's easy and laid back.
337. Nothing is positive about any prison, especially this old ass condemned dump.
338. It's pretty laid back. A lot of rec and programs available. Good library.
339. Not wanting to come back to it and its good ol' boy attitude.
340. None
341. Able to exercise, work out, run the track, big yard.
342. You can go outside and walk anytime you want all the way to 9:00pm.
343. –
344. Movement and privilege on the yard.
345. Lots of freedom to move around.
346. Walking the yard.
347. –

- 348. Freedom
- 349. Being able to get out on the yard.
- 350. All of the room to run in.
- 351. Lots of room on the yard.
- 352. –
- 353. All the animals you see here. Dogs, cats, pigeons, raccoons, opossums, ground hogs, etc.
- 354. Being able to receive a college education.
- 355. Bog yard
- 356. Yard
- 357. Being able to spend large amount of time on the large.
- 358. Open yard.
- 359. The yard.
- 360. Big outside yard, real nice church.
- 361. –
- 362. The yard.
- 363. The yard, activities.
- 364. TC program.
- 365. Closeness to home.
- 366. Not a damn thing.
- 367. Yard
- 368. Free movement.
- 369. –
- 370. Big yard, lots of free time.
- 371. Yard
- 372. Big yard.
- 373. Amount of recreation and amount of recreation area.
- 374. The help I get from mental health.
- 375. –
- 376. Education, if you can get to class – sports get early – out to get to their games. Students have to wait for their meal call.
- 377. Food and shelter.
- 378. There is no positive aspect in prison.
- 379. The yard and rec are the best in prison.
- 380. Not locked all day.
- 381. Freedom of movement. Helps keep stress level down and helps keep you positive.
- 382. NA
- 383. Big and open.

**What is one change you would most like to see here?**

- 1. The fear of retaliation from staff.
- 2. Library staff changed. Mailroom staff changed or private company used. Private inspector hired.
- 3. Food

4. Easier for inmate to go home.
5. –
6. Close I t.
7. Recovery and rehab services, health care.
8. More programs. More of a focus on rehabilitation, not so much punishment. And some staff really need to learn how to address the inmates without using demeaning or profane language.
9. Attitude with the staff. Showing more professionalism and concerns on how one experiences their development.
10. –
11. For officers to treat us like human beings.
12. I'd like to see this shit hole torn down.
13. Schooling for long term sentences here. College school classes, etc.
14. Get more cameras on the back street, more stuff on site.
15. Just about everything, but mostly overcrowding.
16. Attitude
17. –
18. More programs to help the inmates. And provide TV's for every inmate.
19. TV
20. Better response to inmate concerns'.
21. TV at racks.
22. CO's being more professional.
23. Policy on minor surgery such as hernia.
24. Any CO.
25. –
26. None
27. Food service, medical, space per foot in dorms.
28. –
29. Being able to have our own TV.
30. Shop every week. TV's on every rack. Hand ball.
31. Food and get treated same as everyone else.
32. Overcrowding. Too many people in small area.
33. That upper rank staff do not immediately believe CO's over inmates in reports of supposed circumstances.
34. To be able to have a TV.
35. Cable TV, roaches, let us have access to cleaning supplies.
36. Currently my medical issue.
37. –
38. Staff maturity
39. The racial attitudes of the staff members, the racist CO's need to change or there will always be a problem.
40. Electric
41. More phones and kiosk machines (Jpay) in the dorms to make it easier for everyone to make calls and get on Jpay.
42. Another warden and better trained staff.
43. The CO's do their jobs.



44. –
45. Me getting out of here to somewhere else.
46. –
47. Electricity at every rack for fans and TV's.
48. The CO's be more respectful to inmates and treat us like humans.
49. Crack down harder on drugs and alcohol and make it easier for getting into school and trade school.
50. Programs easier to attend.
51. The Aramark workers are not giving us half the portions on the line. When they are warned of an inspection, the food is appropriately portioned. Otherwise, they are told minimize food portions to save money.
52. –
53. Change all white-shirts and ignorant people.
54. Classification not doing their job.
55. –
56. Get rid of the homos and sex cases.
57. To be able to purchase movies, better cable on channels we don't receive in here.
58. LPH
59. –
60. –
61. Better food.
62. Don't need to change anything.
63. Young and old numbers separated in living quarters. More honor status for older inmates.
64. Staff training concerning race.
65. TV's in every dorm.
66. Cable hook ups so TV's can be at the racks like every other prison has it; even in level 3.
67. Cable TV.
68. Better everything.
69. L's off the end of sentence.
70. Better housing.
71. The parole board to be more relaxed on giving paroles to inmate who are model inmates.
72. I'd like to see more programs offered to people with time.
73. Everyone having TV's.
74. The food.
75. -
76. Cable TV.
77. Let me out.
78. Older offender's dorm have access to outside tables at dorms.
79. Less inmates.
80. Cable television.
81. The attitude of the staff towards the inmates. They have very professionalism and courtesy.

82. Staff drug testing.
83. Better living conditions.
84. Stop harassment on us by the CO's and white-shirts.
85. Ticket process – if an inmate is claimed to have done stuff by staff, moreover they are guilty regardless of actual known evidence to the contrary.
86. Staff need to change. Too many staff are old school and don't want us to have access to programs.
87. –
88. Staff who follow policy regarding mail and don't force their own beliefs by taking it.
89. Cable TV.
90. We should all be allowed to smoke.
91. Cable TV.
92. Shut down reintegration unit. It is a sham. Not helping anyone get ready for society. Not a dime is being spent on inmate facilitated programs. Help.
93. Tobacco products on commissary.
94. Sanitation of restrooms.
95. The staff need to act like they want to see people change. They are rude as hell and inmates are always wrong.
96. –
97. That this A1 program be reconstructed to meet the needs of serious individuals that want to make a difference as the re-entry society.
98. Screen inmates better by entering reintegration.
99. Better health care and dentist.
100. Give these guys their own TV sets. Treat this prison like a medium security institution. Not a high security.
101. Better CO's.
102. Cable or other in dorm interactive activities.
103. Respect.
104. Reintroduction of tobacco.
105. Less crowding, faster judicial responses.
106. –
107. Where every unit in this institution an inmate can have their own tv at their own rack.
108. Not cleaning 3 times a week and stuff.
109. Better help all the way around.
110. I would like to see the food portion and quality change. Staff members treat us with respect and discriminate against entire group.
111. –
112. –
113. –
114. Less inmates.
115. Get rid of the 9:00pm standing count. Make it 4:00pm.
116. Make programs accessible to everyone no matter how long they have left to serve.
117. Food being served.

118. More CO's.
119. TV in every dorm.
120. –
121. TV in all dorms, cable.
122. Fair treatment towards all.
123. Not everyone can have a TV. It is the only prison in the state where everyone can't have their own TV, and it's the biggest prison.
124. Better food
125. Fed better.
126. More cameras.
127. Everybody just get going.
128. More clubs and community service activities, more staff support.
129. Stop making 2 different units use 1 bathroom.
130. Better food on the menu at food services.
131. Better treatment of people.
132. –
133. Too many to name on here.
134. I can't see my child because my girlfriend Lauren is being refused to visit me.
135. –
136. Cable TV.
137. The constant harassment from yard staff to cease.
138. A better library.
139. How the CO's and staff treat inmates. With respect, they are humans.
140. Officer actually being in the areas they're assigned to. Not lumped up together hanging in the kitchen and yard.
141. –
142. –
143. Being able to have a TV at my rack I think everyone should be able to have access to TV.
144. –
145. Food.
146. To have TV's on our bunks like other prisons in the state.
147. –
148. Better food.
149. TV's be available to every inmate in every block.
150. Make where every inmate can have his own TV at his bed like every other prison in Ohio.
151. More privileges in housing units; aka TV for all dorms.
152. Offer TV/cable for every inmate.
153. Fired chicken served at the chow hall.
154. They need to allow nude pictures/magazine in the mail. The entire camp has blue balls.
155. Better medical staff.
156. Less people, over crowded, less gangs.
157. This place is old and needs major renovations. We should be allowed to own TV's regardless of our block. And our food is nasty. The rats don't even eat it.

158. The coverage by staff, the lying and not doing their job.
159. Close the prison, too filthy.
160. –
161. Food.
162. Make all beds TV accessible and offer video games consoles, also, add cable.
163. The staff treating inmates with respect.
164. Everyone needs own player
165. See question 34
166. The way people talk to you. This is staff. They think they can cuss you out and get all in your face
167. Being able to go to trade school and programs no matter how much time you have
168. More microwaves and phones, mostly microwaves for 3 dorm
169. Less fags and homos
170. Everybody, personal TV's
171. Myself
172. One would never be enough, there's too many to count that need changing
173. Everything
174. TV in rack
175. –
176. –
177. If we had a TV it will be better
178. Updated electricity, heating and cooling
179. –
180. –
181. Electrical outlets and TV at the beds in all units.
182. –
183. -
184. That they do their jobs.
185. Religion dorm, more access to religion dorm, Bible study areas.
186. More outdoor activities, putt-putt, etc.
187. More treatment programs.
188. Attitude of CO's towards inmates.
189. Better food, not so much rice and beans.
190. Sensitivity training for all CO's even the ones that are a cut above.
191. New basketballs and sports equipment.
192. Get the younger gang members moved out.
193. NA
194. –
195. Everyone allowed to have their own TV.
196. Trout (D1 regular 1<sup>st</sup> shift) leaving. He locks the whole dorm down every morning. for hours at a time for no reason.
197. TV's at everyone's bed area.
198. –
199. Better food – kitchen/commissary.
200. Food and CO's.

201. More people of all racial backgrounds in all areas of the prison.
202. Let you do your time.
203. –
204. –
205. More time to use phones.
206. –
207. Respect from CO's.
208. The GED be used for people that need it not forced to do it so they get money.
209. More cameras so inmates and staff can be on video.
210. Food
211. More movies that focus on African American heritage and history.
212. More cameras and more programs.
213. More TV.
214. Roaches, moldy showers, rusty locker boxes, leaking pigeon feces, reduced or eliminated.
215. –
216. Less people and more cells or opportunity to get into one.
217. Bring back tobacco.
218. All dorms should be allowed to receive TV's.
219. –
220. Better food.
221. –
222. –
223. –
224. Educate staff about LGBT issues. Many staff harass LGBT people.
225. –
226. The levels have to really mean something. Violent in prison behavior should be placed with like behavior. Age, size, other factors, should really be part of the level.
227. –
228. More programs. More positive thinking.
229. TV and plug ins at your rack and more phones.
230. Everyone get to have their own outlet.
231. Every that can be allowed to have their TV's at their bunk.
232. –
233. The inmate bunks are entirely too close to each other – over crowded.
234. –
235. –
236. The number of sex offenders.
237. Not being so petty with tickets.
238. Percentage of sex offenders.
239. Get the drug out to help us.
240. We all should get our TV's. CCI is the only level 2 where no inmates get their TV's.
241. ?
242. Staff/CO's focus on bigger problems than the small thing.

243. Everyone have their own TV's.
244. Updating facilities and utilities to current standards of newer prisons
245. Little more freedom with things we do in the yard like exchange food or clothing to certain amount.
246. Improved food quality and quantity. Pull-up bars/workout equipment in dorms.
247. More respect.
248. The food.
249. Healthier living conditions. Clean the bird crap off the roofs that dries out and blows in our window. My cell is like living in a chicken coop. the dorms are dusty with no ventilation to remove the dust and bird crap from the air. There are way too many people in the dorms, not enough toilets, microwaves, etc.
250. Being able to make voluntary cell changes.
251. Get some form of cable TV.
252. Overcrowding, better food, more professional staff.
253. –
254. –
255. Overcrowded, better food.
256. –
257. Better food quality.
258. More access to educational programs for those with more time.
259. –
260. Less [sex offenders].
261. More educational reviews for all inmates and rehabilitation courses.
262. The lack of respect from staff.
263. Early release.
264. Respect.
265. Food, punctuality, empathy.
266. Less sex and drugs.
267. Have cable TV.
268. Better communicating between staff and inmates.
269. Sorry, I know you said 1, but these are important: safety (yard, backstreet, etc.), quality of food, the officer to inmate respect level.
270. State pay.
271. –
272. Cut down on the population.
273. –
274. Respect
275. I have an autistic child and visitation doesn't meet her needs.
276. Have TV's at our own beds.
277. –
278. Not having all white male officers.
279. To see the officers crack down on sex acts.
280. Long timers to receive programs to significantly reduce prison sentence, ie. Rehab.
281. Equal opportunity.
282. –

283. Better checks and balances.
284. Adding electric to all beds and put in TV's, slow down on all violence -majorly.
285. Plus and outlets and everyone allowed their own TV.
286. More programs and more NA and AA Meetings.
287. GSI
288. Fair treatment for all.
289. Cleaner environment.
290. Cleanliness.
291. For them to get TV's at the end of our racks. You can go to a level 3, 4, or 5 prison and have your own TV and fan. I come to this level 2 prison and lose my tv and fan.
292. I would like the thieving to stop.
293. Regular inmate evaluations to determine mental health, social skills, danger to self/others, release-ability.
294. –
295. Everyone get a TV.
296. Get rid of the mice and roaches. Get better mattresses.
297. Don't have one.
298. I would like to see store day every week instead of every 2 weeks.
299. Easier access to and more programs that can help with rehabilitation.
300. TV's and fans at the bunk in al dorms. TV keeps those that don't want to get in trouble out of the way.
301. Updated infrastructure, ie. Cable on all racks, better ventilation in units where it's hotter.
302. –
303. Inmates getting in trouble for doing sexual acts. You get in more trouble here at CCI for smoking then you do sexually acting out with other inmates.
304. –
305. Education needs to be for everyone not just for those leaving early.
306. Food
307. Sexual activities with all gay inmates being stopped. Better dividers in shower.
308. Restrooms
309. This place close down.
310. –
311. Being able to walk through the post 5 breezeway instead of going the long way.
312. Only one? Shade with benches (seats).
313. Allow TV's for all inmates at their racks.
314. Equality.
315. –
316. –
317. Being treated with fairness and humanity.
318. –
319. The way the staff treats inmates. A lot of racism and no diversity in ethnicity when it comes to who staff is.
320. –

321. Electric for TV's and fans at our bunk, better food, no more [sex offenders], less people.
322. More electric outlets so inmates could have TV's in all blocks. No personal TV's in E2/F2 and other blocks unlike other prison.
323. Electric
324. Hire black CO's
325. –
326. More programming
327. Less count
328. The way some are housed here, and set up a program to help get mindful about what they're going to.
329. NA
330. Better food.
331. More/better food.
332. NA
333. Let all dorms allow personal TV's; also get cable TV.
334. The staff do what they say they will do. They are not consistent.
335. Quality of food and drink.
336. Less discrimination to sex offenses.
337. I would love to see this place be closed down.
338. TV's at every rack. Basic,
339. Better food or CO's who are not born in a test-tube to be disrespectful and arrogant.
340. No F5
341. Violent gang members to be moved out of this camp.
342. Separation of ages. Younger inmates have no respect for older inmates.
343. –
344. Racism of staff.
345. Better food.
346. Black top the big track.
347. Females or sex change op.
348. Different food at the chow hall.
349. Better food/foodservice.
350. To let me go home someday. I have more than 37 years in for something I did not do.
351. More room in the housing units.
352. Food SVC's and medical assistance.
353. Let sex offenders work outside the fence per ODRC policy and take away all the sex offender restrictions on most jobs like being a job handler.
354. Make it possible to sue my own TV instead of it being in the vault collecting dust. My family paid over \$200 for nothing. Can I get a refund?
355. Do away with 40 and younger. Have better medical services. Do away with Aramark.
356. Older inmates.
357. Much better food with larger portions. Most unfit and too small portions to put it nicely.



358. Number of inmates. Too many in each unit.
359. The way staff talks to inmates.
360. Showers: fix faster than 41 with the winter so close.
361. –
362. Better food.
363. Fairness, I would like to see the black inmates access and treated the same as whites.
364. More programming within; more recovery evaluation.
365. We receive cable.
366. Have staff treat you with respect and like a human; less pettiness.
367. More rehabilitation opportunities.
368. Smoking
369. Better healthcare.
370. Here the people in green get served in another line, and not the food line and to wait their turn like everyone else.
371. –
372. More programming, be able to work at OPI, better choice for college, vocational school.
373. The dorms be wired for electricity so we can use our TV's. I come from a level 3 institution 1 year ago and still can't use my TV. It feels like a punishment for having security lowered.
374. More food on trays.
375. –
376. Education made a priority not deterred by staff.
377. –
378. Get rid of [staff name]. Sexual harassment is uncalled for.
379. Aramark need to go. What you experience has nothing to do with what they do when you aren't here. Stop the line cuts.
380. Get rid of [staff name].
381. Law library, trained clerks, and less interference from staff.
382. NA
383. Less [sex offenders].

# Death Row

**DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM**

The Correctional Institution Inspection Committee is a legislative committee that inspects the prisons of Ohio and evaluates programs, operations, conditions, and the grievance procedure. We ask you to complete this survey to help us evaluate the prison. Your participation in this survey is completely voluntary. Your answers to these questions will remain anonymous. Should you choose to participate, please complete the survey **TODAY**. Upon completion, please hand it to your Case Manager or housing unit officer. Thank you.

Please mark within the boxes. Do not select more than one option unless otherwise instructed.

**Right Way**

**Wrong Way**

**HEALTH AND WELLBEING**

**Q1 Regarding your unit:**

	Yes	No
Do you have the opportunity to clean clothes every week?	87	4
Are you able to shower five (5) days a week?	90	1
Do you have the opportunity to exchange for clean sheets every week?	63	25
Do you have the opportunity to get cleaning chemicals every week?	64	25

**Q2 How clean is your unit generally?**

Very Clean .....	10
Clean .....	47
Unclean .....	23
Very Unclean .....	9

**Q3 Are health service request forms (aka sick call slips) responded to within two days?**

Usually .....	19
Sometimes .....	24
Rarely .....	40
Never filed .....	7

**Q4 If you are on the chronic care caseload, are you receiving timely follow-ups?**

Yes .....	34
No .....	24
Not on chronic care caseload .....	29

**Q5 Overall, how satisfied are you with the quality of healthcare provided by the following:**

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	Never Used
Nurses	7	25	24	13	13	6
Doctor	4	17	23	12	23	8
Dentist	9	22	26	8	14	8
Mental Health	8	16	17	8	8	25

**Q6 Do you feel you have adequate access to mental health services?**

Yes .....	40
No .....	15
I do not need mental health services .....	34

**Q7 Did you regularly use drugs or alcohol prior to incarceration?**

Yes .....	55
No .....	33

**Q8 Do you feel you have adequate access to recovery services programs?**

Yes .....	5
No .....	47
I do not need recovery services .....	36

**Q9 How could health care services be improved?**

67

**Q10 How satisfied are you with the quality of the food here?**

Very Satisfied.....	1
Satisfied.....	1
Neutral.....	7
Unsatisfied.....	19
Very Unsatisfied.....	60

**If unsatisfied why?**

Portion sizes.....	63
Quality of the meal.....	70
Lack of variety.....	53
Other: _____	44

**What is your primary concern about food service operations?**

Delays in service.....	35
Sanitation.....	64
Inadequate substitutes.....	28
Enough time to eat.....	3
Running out of food.....	17
Other: _____	29

**Q11 How satisfied are you with access to recreation?**

Very Satisfied.....	7
Satisfied.....	14
Neutral.....	21
Unsatisfied.....	19
Very Unsatisfied.....	27

**If unsatisfied why?**

Not enough time.....	34
Number of activities.....	32
Schedule not followed.....	20
Access denied by other inmates.....	2
Other: _____	17

**FAIR TREATMENT**

**Q12 Do you know who the inspector is?**

Yes.....	46
No.....	42

**Q13 Do you normally have access to the following:**

	Yes	No
Kites	85	2
Informal Complaints	82	5
Health Service Request Forms (sick call slips)	83	3

**Q14 Do you feel that the following are handled fairly at this institution:**

	Yes	No	Never filed
Informal Complaints	16	53	16
Grievances	12	49	24
Grievance Appeals	10	47	26

**Q15 Have you ever felt that you were prevented from using the grievance procedure?**

Yes.....	23
No.....	63

**Q16 If you have never used the grievance procedure, why not? (Choose the best answer)**

No problems / reason to use.....	14
Grievance procedure does not work.....	27
Staff retaliation.....	15
Form not available.....	2
Do not want to be a snitch.....	6
Do not know how to use.....	2

**Q17 Has your property been lost, damaged, or stolen within the past year?**

Yes.....	20
No.....	67

**If yes, did staff appropriately handle your complaint?**

Yes.....	3
No.....	22

**Q18 Do you feel that disciplinary decisions are fair at this institution?**

Yes.....	10
No.....	45
Don't know.....	32

**Q19 Are your housing unit officers generally:**

	Yes	No
Responsive to your needs	55	21
Professional	51	23
Fulfilling job duties	50	24

**Q20 Have you been harassed, threatened, or abused by staff here?**

Yes.....	29
No .....	58

**If yes, what did it involve? (Check all that apply)**

<i>Insulting remarks (about you or your family or friends)</i> .....	19
<i>Physical abuse (being hit, kicked or assaulted)</i> .....	2
<i>Sexual abuse</i> .....	0
<i>Feeling threatened or intimidated</i> .....	17
<i>Having your commissary / property taken</i> .....	6
<i>Race or ethnic origin</i> .....	11
<i>Religion / religious beliefs</i> .....	9
<i>Sexual orientation</i> .....	2
<i>Age</i> .....	4
<i>Disability / medical condition</i> .....	7
<i>You were new here</i> .....	1
<i>Offense / crime</i> .....	10
<i>Gang related issues</i> .....	1
<i>Other:</i> .....	3

**Q21 Have you ever had sexual contact with a staff member at this institution?**

Yes.....	0
No.....	88
Refuse to answer.....	0

**Q22 Where do staff/inmate sexual acts occur?**

19

**Q23 Do you know how to report sexual contact with staff?**

Yes.....	65
No .....	9

**Q24 Do you feel that your Case Manager is helpful?**

Yes.....	53
No .....	25
Do not know who this is .....	4

**Q25 Do you feel that your Unit Manager is helpful?**

Yes.....	46
No .....	31
Do not know who this is .....	9

**SAFETY**

**Q26 How safe are inmates at this institution from other inmates (violence, extortion, etc.)?**

<i>Very Safe</i> .....	9
<i>Safe</i> .....	24
<i>Neutral</i> .....	38
<i>Unsafe</i> .....	11
<i>Very Unsafe</i> .....	3

**Q27 Have you been harassed, threatened, or abused by other inmates here?**

Yes.....	21
No .....	64

**If yes, what did it involve? (Check all that apply)**

<i>Insulting remarks (about you or your family or friends)</i> .....	12
<i>Physical abuse (being hit, kicked or assaulted)</i> .....	6
<i>Sexual abuse</i> .....	1
<i>Feeling threatened or intimidated</i> .....	12
<i>Having your commissary / property taken</i> .....	3
<i>Debt</i> .....	2
<i>Drugs</i> .....	0
<i>Race or ethnic origin</i> .....	6
<i>Religion / religious beliefs</i> .....	3
<i>Sexual orientation</i> .....	0
<i>Age</i> .....	4
<i>Disability / medical condition</i> .....	2
<i>You were new here</i> .....	1
<i>Offense / crime</i> .....	4
<i>Gang related issues</i> .....	3
<i>Other:</i> .....	3

**Q28 Where are violent incidents most likely to occur?**

40

**Q29 Have you ever had sexual contact with another inmate at this institution?**

Yes..... 1  
 No ..... 87  
 Refuse to answer..... 0

**Q30 Where do inmate/inmate sexual acts occur?**

21

**Q31 Do you know how to report sexual contact with another inmate?**

Yes..... 68  
 No ..... 10

**Q32 What type of prohibited substances are available within this institution? (Choose all that apply)**

Prohibited substances are **NOT** available ..... 30  
 Tobacco ..... 4  
 Marijuana ..... 4  
 Heroin ..... 0  
 Cocaine..... 0  
 Suboxone (a.k.a. strips)..... 1  
 Prescription pills..... 3  
 Alcohol / hooch ..... 9  
 Other: \_\_\_\_\_ 8  
 Refuse to answer..... 19

**Q33 What type of gang activity frequently occurs at this institution? (Choose all that apply)**

Gang activity is **NOT** frequent at this institution.... 27  
 Assaults..... 3  
 Theft..... 2  
 Extortion..... 3  
 Gambling ..... 3  
 Sex Trade ..... 1  
 Drug Trade..... 1  
 Other: \_\_\_\_\_ 14  
 Refuse to answer..... 14

**Q34 How could this institution be made safer?**

36

**REHABILITATION AND REENTRY**

**Q35 Have staff discussed with you what programs you should be taking while incarcerated?**

Yes..... 3  
 No ..... 82

**Q36 Do you know where you can find reentry information?**

Yes..... 9  
 No ..... 72

**Q37 Do you know how to obtain the following after release?**

	Yes	No	N/A
Housing	17	20	29
Job	15	21	28
State ID	16	20	28
Food	16	18	28
Continuing Health Care (medication, etc.)	11	23	30
Recovery Services (NA, AA, etc.)	11	21	31
Education	13	23	28
County agency information	13	24	28

**Q38 How easy or difficult is it to get into the following activities in this prison?**

	Easy	Neutral	Difficult	N/A
Prison Job	15	19	20	20
Vocational Training	1	4	18	53
Academic Programming (ABLE, Pre-GED, GED)	2	8	21	45
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	2	7	18	51
Mental health/wellness programming	13	12	15	34
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	5	5	18	45

**Q39 Have you had any problems with sending or receiving mail within the past six months?**

Yes..... 54  
 No ..... 32

**Q40 Have you had any problems accessing the telephone within the past six months?**

Yes..... 36  
 No ..... 50

**If yes, why? (Check all that apply)**

Phones are broken ..... 13  
 Not enough phones..... 28  
 Access denied by other inmates ..... 6  
 Currently do not have phone privileges..... 1

**Q41 Have you had any problems receiving visits within the past six months?**

Yes..... 13  
 No ..... 74

**If yes, why? (Check all that apply)**

Distance for visitors ..... 7  
 Visiting hours / schedule..... 1  
 Visit scheduling process ..... 4  
 Visitor turned away ..... 1  
 Visitor not approved..... 0  
 I do not have people who want to visit ..... 4  
 Currently do not have visitation privileges..... 0

**Final Comments**

**Q42 What is ONE positive aspect of this prison?**

69

**Q43 What is the ONE change you would most like to see here?**

79

**DEMOGRAPHICS**

**Q44 What is your race?**

White..... 31  
 Black..... 43  
 Hispanic..... 1  
 Biracial..... 3  
 Asian..... 0  
 Other..... 8

**Q45 How old are you?**

Under 21 ..... 0  
 21-25..... 2  
 26-30..... 3  
 31-35..... 5  
 36-40..... 6  
 41-45..... 19  
 46-50..... 15  
 51-55..... 15  
 56 and older..... 23

**Q46 What is your security classification/privilege level?**

	1	2	3A	3B	4A	4B	5A	5B
Level	0	2	10	1	5	3	2	1

**Q47 How long have you been incarcerated on this number?**

	<1	1-2	3-5	6-10	11-15	16-20	21 +
Years	0	2	10	11	15	15	32

**Q48 What types of offense(s) have you been convicted of? (Check all that apply)**

Murder, manslaughter, assault, robbery, etc.  
 (Crime against person excluding sex offense)..... 74  
 Sex offense..... 9  
 Property offense (i.e. burglary, theft, etc.)..... 11  
 Drug offense ..... 5  
 Fraud ..... 2  
 Other..... 9

**DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM**

**CCI Death Row Open Ended Responses****What is one positive aspect of this prison?**

1. Nursing staff.
2. Staff is mostly reasonable.
3. As far as death row, COs are professional and consistent for the most part.
4. –
5. Better visitation than other institutions I've been to.
6. –
7. Visits.
8. N/A
9. –
10. It will be torn down.
11. –
12. Death row is treated very good.
13. –
14. –
15. The ability to open my cell window and have a view and fresh air.
16. Open windows.
17. Church/God.
18. –
19. None.
20. Because death row, I can remain on lockdown 24/7.
21. Don't know.
22. None.
23. N/A
24. –
25. Good response from the librarian, able to get a variety of books.
26. Visits.
27. COs and unit staff are helpful and resolve the problems that are within their ability to resolve.
28. I get to take a shower and some COs are ok.
29. By the time my time is up I will be with the Lord Jesus Christ Amen!
30. None.
31. I love to watch inmates out in rec. yard. Population, hope I can be out there someday.
32. Contact visits/open windows (fresh air).
33. Don't know, this is area/[expletive] hole prison.
34. –
35. Windows in our cells.
36. –
37. –
38. Visits.
39. –

40. Visiting.
41. –
42. Contact visits with family.
43. Open window in cell.
44. Visits, the window in our cell, and we can control our own heat.
45. Windows in cells.
46. –
47. Can open windows and feel the air.
48. The window.
49. –
50. Nothing.
51. –
52. Don't know.
53. Visiting room officer is always kind and polite to my family.
54. Staff understands the difficulties of being on death row.
55. –
56. A window that can be opened for fresh air at any time.
57. Own cells.
58. Single cell with window on death row.
59. –
60. –
61. –
62. None.
63. What is positive about a prison?
64. None.
65. Contact visiting with family.
66. Nothing comes to mind.
67. This too will pass. I'll go back to society or get murdered.
68. None.
69. The window.
70. The view out of my window!!
71. There is not a one.
72. –
73. Correction officers and visits.
74. –
75. No one killed.
76. None.
77. Access to LexisNexis and word processor.
78. We can be out most of the day even on death row.
79. Nothing is positive.
80. Fresh air.
81. None.
82. –
83. Half of the staff are nice.
84. Window.



85. Treat DR [death row] like people. We did nothing to warrant this kind of treatment.
86. Trying to find out what works for DR [death row].
87. –
88. –
89. Certain officers understand what DR feels emotionally and don't harass us when they can!!
90. N/A
91. –

**What is one change you would most like to see here?**

1. Aramark leaving.
2. Accommodate the disability of medically challenged death row inmates.
3. More rec.
4. –
5. More variety with food.
6. –
7. Making guys keep their cells clean.
8. More activities for death row. Richland Correctional had cable why can't Chillicothe?
9. –
10. Tear down this old prison.
11. The grievance procedure taken seriously.
12. Hot water in the cells.
13. –
14. –
15. Being treated as if I were human.
16. Staff do not enforce hygiene policies the institution has said they don't care if someone is filthy. I filed informal complaints with no success.
17. Racial equality or mutual respect between blacks and whites.
18. Wiccan religion properly recognized.
19. Solid Doors
20. More access to current books and the internet.
21. Better food.
22. New phones/more phones.
23. Taking phone (cells) for wall phones.
24. –
25. They need to let us have more phone numbers on our allowed calling list.
26. Letting us order PSPs.
27. Doctors' decisions/best practices should not be changed or overruled by security staff or other administrators.
28. Better food and get the noise of loud music taken care of.
29. Food service.
30. More outside rec.
31. More outside rec. time! Thank you.

32. Punish the inmate who broke the rules, not all inmates.
33. Food and rec. and unit manager!
34. Aramark food service removed from prison.
35. Race neutral staff. More black staff.
36. Better food.
37. –
38. Food.
39. –
40. Better food and portions sizes as the food is awful the majority of the time and portion sizes wouldn't satisfy a child!
41. –
42. Quality of food.
43. More access to outside recreation on death row. It needs to be discussed about revising the schedule.
44. Aramark all get removed from here.
45. More interaction with inmates from other blocks.
46. Food service.
47. Release off death row.
48. Get rid of pigeon droppings.
49. –
50. Unit staff do what they say they are going to do and not just say what you want to hear. Plus get rid of the roaches and mice that this place is infested with.
51. Better food.
52. Better doctors.
53. Would like to visit with family without being shackled to the floor.
54. A real attempt to curb cockroaches in the food and living areas.
55. –
56. Less unhealthy fatty foods. Revert back to past menus when beets, plums, liver, prunes, kiwi, etc. were being served.
57. Not having to be cuffed all the time with chains and handcuffs, and food services.
58. More gym and outside rec. time more programming for death row.
59. –
60. –
61. Better food quality: stop over cooking it and/or adding so much grease.
62. Be fair when responding to informal complaints or kites. They take the staff word first no matter what.
63. Me out of here.
64. Staff racial diversity.
65. Get rid of Aramark.
66. Let my family come visit me.
67. More prison programs.
68. –
69. We be chain everywhere we go. I wish that will be chains we are not animals we are humans.
70. Leave cell doors open and stop using cuffs.

71. Better food, clean drinking water, hot water in cells, get rid of the rodents and roaches that we have been dealing with since we been here and also the birds that come in and out of here.
72. Being able to see the dentist. Being able to sue the rec. yard when not being used.
73. More programs for death row. Visits without shackles.
74. Food recreation.
75. Food services.
76. Rec. and food and programs.
77. Healthy vegan-vegetarian diet.
78. Put all guys with death dates in one pod away from the ones that don't dates because they could kill an innocent person in a fight.
79. For me to go home.
80. Animal programs.
81. Our families can't get through fro shackling visits. A big problem.
82. For there to be some type of programs for death row inmates and their families.
83. More freedom.
84. Move to another.
85. More rec. for death row inmates. Change commissary price for us people don't have the money.
86. More recreation for death row.
87. Food service back to the way it was.
88. –
89. Training/sensitivity programs! Rotate officers every six months! Stop clicking handcuffs excessively and COs banging on the gates/bars in an attempt to harass or provoke!!
90. Food.
91. –

## **B. OFFICER SURVEY**

A survey was handed to every first shift officer seen by CIIC staff, as well as every officer who reported to second shift roll call. Surveys were also given to third shift staff by the shift supervisor.

CIIC received back 88 completed surveys, or 27.9 percent of the total officer population. The following pages provide the raw data and the open-ended responses.

Institution: CC1

**DRC Staff Survey**

Regular Shift: \_\_\_\_\_

The Correctional Institution Inspection Committee is a legislative committee that evaluates Ohio prisons. We ask you to complete this survey to help us make recommendations for improvement. Your participation in this survey is completely voluntary. Should you choose to participate, please complete the survey TODAY. You may place the survey in the box located in roll call or mail it to the following address: CIIC, 77 S. High Street, Columbus, OH 43215. A summary of the total responses will be published in the final report, which will be publicly available on the CIIC website ([www.ciic.state.oh.us](http://www.ciic.state.oh.us)).

	Strongly Disagree	Disagree	Somewhat Disagree	Somewhat Agree	Agree	Strongly Agree
Q1 Overall, this facility runs well.	6	10	4	27	32	8
Q2 This facility runs better now than it did one year ago.	10	13	10	27	18	6
Q3 Post orders are consistently followed.	3	8	9	24	35	9
Q4 I am adequately informed when I come on shift.	4	5	7	20	38	14
Q5 I have the training I need to do my job well.	2	5	3	22	42	14
Q6 I am required to work an excessive amount of overtime.	27	27	10	12	9	3
Q7 Staff morale in this facility is good.	17	17	11	18	21	4
Q8 I have a good opinion of this facility most of the time.	4	3	14	30	28	9
Q9 Considering everything, I am satisfied with my job.	3	6	6	23	38	12
Q10 I feel like officers are appreciated at this facility.	13	12	12	28	16	7
Q11 I frequently think about quitting my job at this facility.	27	26	7	12	8	8
Q12 Most staff get along well at this facility.	2	5	11	26	32	12
Q13 I trust my coworker to have my back.	3	5	9	16	31	24
Q14 The people I work with are competent.	5	4	9	30	28	11
Q15 I have confidence in my supervisor(s).	8	6	8	24	28	13
Q16 My supervisor is available when needed.	3	2	12	25	31	15
Q17 I know what my supervisor expects of me.	1	3	5	21	38	20
Q18 I receive inconsistent requests from two or more supervisors.	10	20	12	21	15	7
Q19 My last annual performance rating presented a fair and accurate picture of my actual job performance.	4	3	5	16	40	18
Q20 My supervisor gives me good feedback on my job performance.	5	10	9	19	29	16
Q21 Supervisors show favoritism.	5	13	9	21	13	26
Q22 The right people receive promotions at this facility.	22	8	14	23	16	4
Q23 Employee discipline is consistent here.	21	11	11	26	13	4
Q24 This facility's administration is open to my input.	17	13	13	24	17	3
Q25 I have confidence in this facility's administration.	15	13	14	19	23	3

Q26 What is one positive aspect of this facility?

55

Q27 What is one change that you would make?

60

**CCI Staff Survey Open-Ended Responses****What is one positive aspect of this facility?**

1. The improvements of the buildings, windows, removal of asbestos, and bird droppings.
2. Staff (officers) all seem to care for the safety of each other.
3. –
4. Officers try to do their job.
5. –
6. ?
7. That I have a job. It's good.
8. The pick-a-post. Podium pick for officers.
9. –
10. When I had hernia surgery, the personnel did a real good job with my paperwork for me being off work for four weeks.
11. Veteran officers who can be counted on for daily operations along with consistency.
12. Most inmates respect the staff that works in this facility.
13. Retirement.
14. –
15. It's still open!
16. Salary and insurance.
17. Good coffee.
18. I get a paycheck.
19. –
20. –
21. Job security overtime can be in pay or hours.
22. Co-workers
23. –
24. –
25. Co-workers.
26. –
27. For most part, it's safe and people seem to get along.
28. A good work staff.
29. Officers at my post respect and help one another.-
30. –
31. –
32. –
33. Union rights.
34. –
35. –
36. People I work with.
37. Excellent pay and benefit.
38. The Second Shift crew is very good.
39. –
40. Attitudes

41. Good family atmosphere.
42. –
43. –
44. –
45. –
46. –
47. Easy
48. This is only a job that provides for my family and nothing more.
49. Short drive.
50. Trust that everyone has in each other to have each other's back when needed.
51. We are family.
52. Staff has your back.
53. Good supervisors.
54. It is still open.
55. Podium-pick took the power away from the Supervisor's ability to "punish."
56. –
57. Atmosphere.
58. Provides effective rehabilitations to the inmate population.
59. Teamwork and unity between staff members.
60. –
61. You can pretty much write your own check by working overtime. Overtime is always available.
62. –
63. –
64. –
65. Good work.
66. It's a paycheck.
67. The front flowers are beautiful.
68. Even under current administration, the facility tends to run itself based mostly on established norms. We are fully aware that no changes will be made.
69. Everyone is willing to help.
70. Cheap haircuts.
71. You can write your own paycheck.
72. Good work environment.
73. –
74. The officers take care of one another.
75. N/A
76. Friendly and helpful.
77. –
78. –
79. Gives me a paycheck.
80. –
81. –
82. Podium-pick.
83. N/A
84. –

- 85. Supervisors take care of the CO's.
- 86. –
- 87. –
- 88. –

**What is one change that you would make?**

- 1. Visitors have parking in the rear of lot away from front of lot due to the fence.
- 2. TPU needs removed and both segregation units need utilized.
- 3. –
- 4. Administration needs changed to have each other's back. Quit playing favorites.
- 5. Nepotism. Have Warden and major be more involved in the institution.
- 6. I would like my supervisors to be more security-minded.
- 7. Have more staff on shifts. Short-staffed.
- 8. Try to schedule in-service to accommodate less over time.
- 9. –
- 10. –
- 11. Better wages, opportunities, retirement, insecure, consistency.
- 12. Everything runs smooth as it is. No Change.
- 13. Do away with the LPH status. Inmate discipline here is awful. Inmates know this and have no respect for staff.
- 14. Hire supervisors etc. based on who is best for the job not the most liked person.
- 15. Get back to basics, run this place like a prison. There's no deterrent for being here.
- 16. Consistency in everything.
- 17. Better ice cream in vending.
- 18. Make camera access open to all staff not just the administration.
- 19. –
- 20. –
- 21. Hours (7-3, 3-7, & 11-7), in-service on shift you work or verification is under 332 hours for participation.
- 22. Administration
- 23. –
- 24. –
- 25. Procedures for entering the 2-A building. Ex: clearing metal detector, items brought in.
- 26. –
- 27. N/A
- 28. Better communication among all staff.
- 29. Discipline procedures on people that very seldom screw up. There treated just like screw ups.
- 30. –
- 31. –
- 32. Listen to CO's and ideas.
- 33. Institutional seniority removal.
- 34. –



35. Make front entrance building a buzz-in with a camera.
36. Supervisors
37. More hiring.
38. N/A
39. –
40. None
41. Nothing.
42. –
43. –
44. –
45. If administration would treat staff better we would get better supervisors and better supervision would lead to better morale and that is what this facility needs.
46. –
47. None
48. Supervisors
49. Food service.
50. The amount of hours that you have to work to not be frozen the next day or the amount of days worked.
51. Do something that makes the morale of the staff better.
52. Two officers per dorm.
53. Take AWOL counts off the board.
54. Inconsistence, Favoritism, Promotions.
55. Clarkson for Major.
56. A raise.
57. Switch to 4 CO's.
58. More security staffing.
59. –
60. –
61. Put supervisors on shifts and not on three-day, 13 hour 20 minute schedule.
62. –
63. –
64. –
65. N/A.
66. Everything.
67. Clean bathrooms.
68. Promote who deserves to promote. Communicate. Stop labor relations officer from making security rounds with the DWO, major, and UMC. Tends to portray lack of fairness to line staff.
69. –
70. Supervisors
71. A major from the outside.
72. More staff.
73. –
74. Supervisor accountability.
75. Administration.
76. More consistency between co-workers on all shifts.

- 77. –
- 78. –
- 79. New administration.
- 80. Catch us up on our raises!!!
- 81. –
- 82. People who sucked as officers should not be supervisors.
- 83. N/A
- 84. Too many to list.
- 85. The chit exchange after podium-pick.
- 86. –
- 87. –
- 88. –

**C. SUPERVISOR SURVEY**

An online survey was also administered for the supervisors at the facility. Supervisors were sent an e-mail with the survey link and given a week to complete it.

CIIC received back 16 completed surveys. The following pages provide the raw data and the open-ended responses.

**CCI Supervisor Survey**

	Strongly Agree	Agree	Somewhat Agree	Somewhat Disagree	Disagree	Strongly Disagree
Overall, this facility runs well.	37.50% 6	43.75% 7	12.50% 2	6.25% 1	0.00% 0	0.00% 0
I have the training I need to do my job well.	33.33% 5	53.33% 8	13.33% 2	0.00% 0	0.00% 0	0.00% 0
Necessary information is communicated well between staff.	26.67% 4	40.00% 6	20.00% 3	6.67% 1	6.67% 1	0.00% 0
Staff morale in this facility is good.	6.67% 1	40.00% 6	40.00% 6	0.00% 0	13.33% 2	0.00% 0
I feel appreciated at this facility.	20.00% 3	46.67% 7	6.67% 1	6.67% 1	20.00% 3	0.00% 0
I frequently think about changing jobs or leaving employment at this facility.	0.00% 0	0.00% 0	26.67% 4	6.67% 1	33.33% 5	33.33% 5
The people I work with are competent.	0.00% 0	86.67% 13	13.33% 2	0.00% 0	0.00% 0	0.00% 0
My subordinates follow my direction.	26.67% 4	66.67% 10	6.67% 1	0.00% 0	0.00% 0	0.00% 0
Favoritism of	20.00% 3	6.67% 1	20.00% 3	20.00% 3	26.67% 4	6.67% 1

	Strongly Agree	Agree	Somewhat Agree	Somewhat Disagree	Disagree	Strongly Disagree
employees is a problem at this facility.						
The right people receive promotions at this facility.	13.33% 2	26.67% 4	46.67% 7	0.00% 0	6.67% 1	6.67% 1
Employee discipline is consistent here.	6.67% 1	40.00% 6	26.67% 4	13.33% 2	13.33% 2	0.00% 0
This facility's administration is open to my input.	40.00% 6	33.33% 5	6.67% 1	6.67% 1	6.67% 1	6.67% 1
I have confidence in this facility's administration.	40.00% 6	33.33% 5	13.33% 2	13.33% 2	0.00% 0	0.00% 0

**What is one positive aspect of this facility?**

- Everyone seems to get along well. I feel I can confidently do my job and take care of the people that work for me.
- Historical Buildings
- The Deputy Warden and Warden.
- Good group of employees that for the most part work together.
- Teamwork
- The communication between staff
- Open communication across all disciplines and people wanting to do the right thing.
- Staff.
- The staff truly attempt to help each other out and work together when possible
- I work with awesome people.
- the support of the administration
- Good team work between Supervisors
- Senior Staff
- The warden is genuine and fair regardless of what position a person holds, what you see is what you get with her. In this day and age, that is most appreciated because it's a very rare quality now-a- days.

**What is one change that you would most like to see at this facility?**

- More communication to online staff
- Consistency
- Supervisors put on 4 x 10 hour days or 5 X8 days, Supervisors should be rotated annually for training purposes.
- N/A
- More security staff presence in dorms and special buildings
- More staffing
- More outside workers to accomplish community service.
- Continuous improvements for the better.
- The understaffing is a huge issue. Not only in line staff but in supervision as well
- Better communication between the entire staff! It seems like everyone is against everyone. 2. Make training meaningful! Stop taking training as a joke. 3. Realize that we are in this together. 4. Make people accountable for their actions.
- n/a
- Pay Supervisors OT
- Staff show up to work, not having high over-time.
- I would like to see less contractors and more state employees. You get what you pay for, hence, every week a contractor is being escorted out of the institution for something stupid that reflects poorly on the entire institution, regardless of them being a contractor or not. All the community hears is a CCI staff person was escorted out again.....privatization is not the answer to anything and money should not be made off of criminal behavior, I find that disgusting and repulsive.

**What additional resources do you need to better manage your staff?**

- More available computers to communicate to each supervisor during roll calls and pick a post. To make sure everyone is on the same page during shift changes.
- Hard to manage staff on the hours supervisors work. 2nd shift is covered by both AM and PM
- Direct Communication with administrators.
- N/A
- N/A
- I don't really believe there is any
- More programming staff to provide maximum programming to offenders.
- None at this time.
- The time to be able to effectively supervise the employees is lacking. More direct supervision would make a huge difference.
- I don't think we need additional resources. We need to manage the resources that we have better.
- Another executive staff member in Personnel to field phone calls, file, sit in on interviews, backup to payroll
- Go from (3)13.20 to (4) 10's so each shift has its own Supervisors
- N/A

- I would like to see it easy for staff to get office equipment (business office does not make things smooth when ordering anything) and it becomes very frustrating. Officers need new uniforms and should be issued more than (2) sets, that is ridiculous. It's somewhat hard to take pride in your appearance when you aren't issued the appropriate number of uniforms.

**Additional comments (anything that you want to add)**

- Nothing at this time
- Would like to more involvement with Supervisors and second shift Officers. More training and directions from supervisors to officers.
- N/A
- No
- Nothing
- None.
- Overall I am confident and happy with my job.
- N/A
- 17 year Veteran and still Love my job.
- Perhaps cuts at the Operation Support Center level should be first when speaking about balancing the DRC budget. The institutions can't take much more..... I'd probably start with the several hundred pay range 14's at OSC and the ones with the satellite offices and go from there.....now that would be a money saver!

**D. INSTITUTIONAL CHECKLISTS**

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A1

Inmate Count: 78

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1+2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>reentry</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input type="checkbox"/> <u>N/A</u>	<u>Reintegration</u>
<b>FACILITIES</b>		
4. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>-upstairs all programming is exceptional</u>
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
7. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input type="checkbox"/> <u>N/A</u>	
8. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u>	
<b>CELL SECURITY CHECK</b>		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<u>YES</u> <input type="checkbox"/> NO <input type="checkbox"/>	
12. How many of the following: <u>-no cell doors</u>		
Cell wall window obstructed <u>None</u>	Cell door window obstructed <u>N/A</u>	
Towel on floor <u>N/A</u>	Material in lock <u>N/A</u>	
Inappropriate pictures <u>None</u>	Material in cuff port <u>N/A</u>	
Clotheslines <u>None</u>	Graffiti <u>None</u>	

ACCESS TO CIIC PROGRAMS STAFF		
13. Are the following posted?		
-CIIC Memo	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Staff Photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Inmate Grievance Procedure	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
14. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/>	
	ICRs <input checked="" type="checkbox"/>	
	HSRs <input checked="" type="checkbox"/>	

**STAFF ROUNDS**  
Date: 9/17 - 10/17

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	Acting 9/19	12:45	12:55									
DWO	9/19	12:45	12:55	Acting 9/26	10:14	10:22	Acting 10/14	11:50	12:00	10/17	12:45	12:54
DWSS	Acting 9/20	2:30	2:38	Acting 9/28	10:09	10:17	Acting 10/3	2:08	2:17	Acting 10/11	10:26	10:34
IIS	9/22	12:18	12:26	10/18	9:18	9:27						
UMC	9/23	7:05	8:03	9/26	10:14	10:22	Acting 10/6	12:30	3:31	10/13	10:30	10:45
Major	9/19	12:45	12:55	Acting 10/5	12:40	1:28	Acting 10/14	11:50	12:00	Acting 10/17	12:45	12:54

more

more

ADDITIONAL COMMENTS (including inmate communication):



AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A 2

Inmate Count: 106

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 & 2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>TC</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
<b>FACILITIES</b>		
4. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
7. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
8. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	minor soap/water stains plumbing project
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0 # 0	
<b>CELL SECURITY CHECK</b>		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
12. How many of the following: <u>No cell doors</u>		
Cell wall window obstructed <u>None</u>	Cell door window obstructed <u>N/A</u>	
Towel on floor <u>N/A</u>	Material in lock <u>N/A</u>	
Inappropriate pictures <u>None</u>	Material in cuff port <u>N/A</u>	
Clotheslines <u>None</u>	Graffiti <u>None</u>	



AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: C1

Inmate Count: 196

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 & 2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>Honor/ITP</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
10. How clean are toilets/urinals?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<del>see</del> -newly renovated
11. How clean are shower facilities?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	-newly renovated
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0 # 0	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

ACCESS TO CIIC, PROGRAMS, STAFF													
14. Are the following posted?				Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>								
-CIIC Memo				Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>								
-Prison Rape Elimination Act				Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>								
-Program Information				Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>								
-Staff Photos				Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>								
-Inmate Grievance Procedure				Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>								
-Evacuation Plan				Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>								
15. Are the following forms in stock on the unit?				Kites <input checked="" type="checkbox"/>									
				ICRs <input checked="" type="checkbox"/>									
				HSRs <input checked="" type="checkbox"/>									
STAFF ROUNDS													
Date: 9/17 -- 10/17													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward	Acting 9/19	8:15	8:23	Acting 10/4	12:02	12:08							
DWO	9/19	8:15	8:23	Acting 9/26	7:48	7:53	10/4	12:02	12:08	Acting 10/13	9:35	9:50	more
DWSS	Acting 9/22	10:15	10:25	Acting 9/27	1:30	1:38	Acting 10/6	7:34	?	Acting 10/11	2:48	3:00	
IIS	9/21	10:08	10:14	9/27	1:30	1:38	10/5	8:20	8:35	10/12	11:50	11:59	more
UMC	9/19	8:15	8:23	Acting 9/21	9:00	9:20	9/26	7:48	7:53	Acting 10/6	10:03	2:20	more
Major	9/19	8:15	8:23	Acting 9/26	7:48	7:53	Acting 10/4	12:02	12:08	Acting 10/12	12:09	1:04	more
ADDITIONAL COMMENTS (including inmate communication):													

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: C2

Inmate Count: 197

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 & 2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>Faith-based/medical</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - Urinals - Sinks - Showers -	- currently renovated
9. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	- currently renovating
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	- currently renovating
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <input type="checkbox"/> # <input type="checkbox"/> # <input type="checkbox"/> # <input type="checkbox"/> # <input type="checkbox"/>	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

**ACCESS TO CIIC, PROGRAMS, STAFF**

14. Are the following posted?

-CIIC Memo	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Program Information	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Staff Photos	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Inmate Grievance Procedure	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Evacuation Plan	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>

15. Are the following forms in stock on the unit?

Kites	<input checked="" type="checkbox"/>
ICRs	<input checked="" type="checkbox"/>
HSRs	<input type="checkbox"/>

*- called to refill / just ran out*

**STAFF ROUNDS**  
Date: 9/17 -- 10/17

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	<i>Acting</i> 9/19	8:24	8:30	<i>Acting</i> 10/4	12:10	12:18						
DWO	10/17	8:30	8:38	9/19	8:24	8:30	<i>Acting</i> 9/26	7:54	8:02	10/4	12:10	12:18
DWSS	<i>Acting</i> 9/22	10:05	10:15	<i>Acting</i> 9/27	1:38	1:46	<i>Acting</i> 10/6	7:48	7:56			
IIS	10/18	8:38	8:48	9/21	10:28	10:37	9/27	1:38	1:46	10/5	8:36	8:46 <i>more</i>
UMC	10/17	8:30	8:38	9/19	8:24	8:30	9/26	7:54	8:02	<i>Acting</i> 10/6	3:31	3:40 <i>more</i>
Major	<i>Acting</i> 10/17	8:30	8:38	9/19	8:24	8:30	<i>Acting</i> 9/26	7:54	8:02	<i>Acting</i> 10/4	12:10	12:18 <i>more</i>

ADDITIONAL COMMENTS (including inmate communication):

[Empty space for handwritten notes]

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D1

Inmate Count: 142

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 & 2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other _____ <input type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	- South side needs more work
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- north side newly renovated - South side mold, paint peeling, water stains
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 1 # 0 # 0 # 0 # 0	- phone cord, spillworks, but work order submitted
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

ACCESS TO CIIC, PROGRAMS, STAFF		
14. Are the following posted?		
-CIIC Memo	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Staff Photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Inmate Grievance Procedure	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
15. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input checked="" type="checkbox"/>	-currently out of ICRs

STAFF ROUNDS													
Date: 9/17 -- 10/17													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward	Acting 10/4	1:15	2:23										
DWO	9/22	10:33	10:43	Acting 9/26	9:55	10:03	Acting 10/14	8:51	8:56				
DWSS	10/17	3:06	3:35	Acting 9/21 10:04	10:01	9/27	?	?	Acting 10/4	3:32	3:40		
IIS	9/21	9:52	10:01	9/28	8:44	8:54	10/4	10:29	10:38				
UMC	9/19	10:34	10:42	9/26	9:55	10:03	Acting 10/3	9:20	9:30	Acting 10/4	8:35	8:45	more
Major	Acting 9/22	10:33	10:43	Acting 9/26	9:55	10:03	Acting 10/4	1:15	2:23	Acting 10/4	8:51	8:56	

ADDITIONAL COMMENTS (including inmate communication):



AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D-2

Inmate Count: 150+3 153

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1+2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other <input type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES NO	N/A
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES NO	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. Are there any pending maintenance work orders?	YES NO	N/A
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Age concerns old, chipped paint but acceptable
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	old, paint almost all gone on shower side - waiting on shower project
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0 # 0	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES NO	every other day

ACCESS TO CIIC, PROGRAMS, STAFF		
14. Are the following posted?		
-CIIC Memo	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Staff Photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Inmate Grievance Procedure	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
15. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/>	
	ICRs <input checked="" type="checkbox"/>	
	HSRs <input type="checkbox"/>	

STAFF ROUNDS												
Date: <u>8/28</u> -- <del>10/28</del> <u>9/28</u>												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	8/29	9:33	9:37	9/6	1:24	1:27	9/12	10:06	10:14			
DWSS	<i>Acting</i> 9/8	9:06	9:16	<i>Acting</i> 9/13	3:03	3:11						
IIS	8/29	7:24	7:33	9/9	8:31	8:38	9/14	6:10	6:19			
UMC	<i>Acting</i> 8/29	9:33	9:37	<i>Acting</i> 9/8	6:10	7:55	9/12	10:06	10:14			
Major	8/29	9:33	9:37	<i>Acting</i> 9/6	1:24	1:27	<i>Acting</i> 9/12	10:06	10:14			

ADDITIONAL COMMENTS (including inmate communication):

*Need Staff Rounds book for a full month*

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D-3

Inmate Count: 147 (10 out)  
157 total

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>Level 1 + 2</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other _____ <input type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES NO	<u>N/A</u>
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES <u>NO</u>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - <u>0</u> Urinals - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
9. Are there any pending maintenance work orders?	YES NO	<u>N/A</u>
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>Chipped Paint</u>
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	<u>Chipped Paint</u>
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u>	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<u>YES</u> NO	

ACCESS TO CIIC, PROGRAMS, STAFF		
14. Are the following posted?		
-CIIC Memo	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Staff Photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Inmate Grievance Procedure	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
15. Are the following forms in stock on the unit?	Kites <input type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input type="checkbox"/>	> out of forms

**STAFF ROUNDS**  
Date: 9/6 -- 12/6

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	9-12	9:55	10:00	9-22	12:22	10:30						
DWSS	9/8	9:16	9:24	9-13	2:33	3:03	9-21	12:22	12:31	9-27	12:58	1:05 →
IIS	9/9	7:20	9:35	9-14	6:02	6:09	9-21	9:32	9:42	9-28	8:26	8:38 →
UMC	9-12	9:53	10:00	9-19	10:25	10:33	9-26	9:40	9:48	10-4	10:05	10:15 →
Major	9-12	9:55	10:00	9-26	9:40	9:48						

ADDITIONAL COMMENTS (including inmate communication):

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: A-4

Inmate Count: 41 + 33 out

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>Outside Work Pass</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES NO	N/A
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES NO	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. Are there any pending maintenance work orders?	YES NO	N/A
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES NO	

ACCESS TO CIIC, PROGRAMS, STAFF												
14. Are the following posted?				Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>					
-CIIC Memo				Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>					
-Prison Rape Elimination Act				Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>					
-Program Information				Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>					
-Staff Photos				Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>					
-Inmate Grievance Procedure				Y	<input type="checkbox"/>	N	<input checked="" type="checkbox"/>					
-Evacuation Plan				Y	<input checked="" type="checkbox"/>	N	<input type="checkbox"/>					
15. Are the following forms in stock on the unit?				Kites	<input checked="" type="checkbox"/>	ICRs	<input checked="" type="checkbox"/>	HSRs	<input checked="" type="checkbox"/>			
STAFF ROUNDS												
Date: 9-11 -- 10-10												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	9-12	9:46	9:51	10-4	12:47	12:55						
DWO	9-12	9:40	9:48	9-22	10:13	10:20						
DWSS	9-14	6:55	7:06	9-21	9:25	9:45	9-27	1:06	1:20	10-6	7:09	7:20
IIS	9-14	9:40	9:49	9-20	1:00	1:11	9-27	1:19	1:24	10-5	10:25	10:34
UMC	9-12	9:40	9:48	9-19	9:04	9:32	9-26	9:27	9:35	10-3	8:55	9:12
Major	9-12	9:40	9:48	9-19	9:46	9:51	9-26	9:27	9:35	10-4	12:47	12:55
ADDITIONAL COMMENTS (including inmate communication):												

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D-5

Inmate Count: 109 (BoA)

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 + 2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>With Literacy</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES NO	N/A
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. Are there any pending maintenance work orders?	YES NO	N/A
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	Chipped tile Soap scum
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0 # 0	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

ACCESS TO CIIC, PROGRAMS, STAFF												
14. Are the following posted?				-CIIC Memo		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>					
				-Prison Rape Elimination Act		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>					
				-Program Information		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>					
				-Staff Photos		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>					
				-Inmate Grievance Procedure		Y <input type="checkbox"/>	N <input type="checkbox"/>					
				-Evacuation Plan		Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>					
15. Are the following forms in stock on the unit?				Kites		<input type="checkbox"/>						
				ICRs		<input type="checkbox"/>						
				HSRs		<input checked="" type="checkbox"/>	None on file ILR + Kites					
STAFF ROUNDS												
Date: 9-1 -- 9-30												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	9-6	1:28	1:33	9-12	9:48	9:56	9-13	9:43	9:50	9-22	10:05	10:15 →
DWSS	9-8	8:20	8:30	9-14	9:08	9:16	9-21	9:54	10:02	9-27	11:20	1:28
IIS	9-21	9:22	9:31									
UMC	9-12	9:48	9:56	9-13	9:33	9:41	9-26	9:20	9:28			
Major	9-6	1:28	1:33	9-12	9:00	9:06						
ADDITIONAL COMMENTS (including inmate communication):												



AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: E1

Inmate Count: 331

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 r 2	
2. Is there a specific unit mission/focus?	Merit <input checked="" type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <input type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	<input checked="" type="radio"/> YES NO	
<b>FACILITIES</b>		
4. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - 0 Sinks - 0 Showers -	currently under repair sharing w/ E2
7. Are there any pending maintenance work orders?	<input checked="" type="radio"/> YES NO	broken window
8. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	not operational right now new ones installed - very nice
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0 # 0	
<b>CELL SECURITY CHECK</b>		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>	<input checked="" type="radio"/> YES NO	no inventory list in box
12. How many of the following:		
Cell wall window obstructed <u>—</u>	Cell door window obstructed <u>—</u>	
Towel on floor <u>—</u>	Material in lock <u>—</u>	
Inappropriate pictures <u>—</u>	Material in cuff port <u>—</u>	
Clotheslines <u>—</u>	Graffiti <u>—</u>	

ACCESS TO CIIC, PROGRAMS, STAFF		
13. Are the following posted?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	→ not current CIIC members
-CIIC Memo	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Staff Photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Inmate Grievance Procedure	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
14. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>	

**STAFF ROUNDS**  
Date: 9/18 - 10/18

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	9/19	8:47	8:55									
DWO	9/26	9:10	9:17	10/17	9:40	9:50						
DWSS	9/19	2:40	2:57	9/27	12:05	12:15	10/7	8:10	8:24	10/11	2:23	2:35
IIS	9/20	12:00	12:11	9/27	12:30	12:40	10/5	8:48	8:58	10/7	9:45	9:55 +
UMC	9/19	8:47	8:55	10/3	11:46	1:17	10/12	8:44	8:58	10/17	9:40	9:45
Major	9/19	8:47	8:55	9/26	9:10	9:17	10/6	1:01	1:10	10/12	2:28	2:34

**ADDITIONAL COMMENTS (including inmate communication):**  
 new window example in cell 101 → hinges already broken "broke same day"

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: E2

Inmate Count: 300

		COMMENTS
1. What is the security classification and privilege level of the unit population?	level 1+2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>orientation</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> <u>NO</u> <input checked="" type="checkbox"/>	
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. Are views of beds in dorms obstructed?	<u>YES</u> <input checked="" type="checkbox"/> NO <input type="checkbox"/> <u>somewhat</u>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	according to officer fixed yesterday
9. Are there any pending maintenance work orders?	YES <input type="checkbox"/> <u>NO</u> <input checked="" type="checkbox"/>	
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>0</u> # <u>1 dryer</u> # <u>0</u> # <u>0</u> # <u>0</u>	
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<u>YES</u> <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

ACCESS TO CIIC, PROGRAMS, STAFF		
14. Are the following posted? -CIIC Memo -Prison Rape Elimination Act -Program Information -Staff Photos -Inmate Grievance Procedure -Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	+ not current → somewhat + not great not current
15. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>	

**STAFF ROUNDS**  
Date: 9/15 - 10/15

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	9/16	130	140	acting 9/19	840	848						
DWO	acting 9/17	739	745	9/12	915	923	acting 9/26	903	911			
DWSS	acting 9/18	831	841	acting 9/19	229	331						
IIS	9/19	1015	1030	9/14	930	940	9/20	1248	1258	9/27	110	119
UMC	9/18	923	934	9/18	231	246	9/12	915	923	9/19	840	848
Major	9/17	737	745	acting 9/12	915	923	9/19	840	848	acting 9/26	803	911

ADDITIONAL COMMENTS (including inmate communication):  
 - roaches  
 - bugs (worm) crawling from sinks

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: F1

Inmate Count: 344

		COMMENTS
1. What is the security classification and privilege level of the unit population?	level 1-2	
2. Is there a specific unit mission/focus?	Merit <input checked="" type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <input type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
<b>FACILITIES</b>		
4. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - 0 Sinks - 0 Showers -	Shower project current in progress
7. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	according to office
8. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	renovation
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# 0 # 0 # 0 # 0 # 0	
<b>CELL SECURITY CHECK</b>		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
12. How many of the following:		
Cell wall window obstructed <u>-</u>	Cell door window obstructed <u>-</u>	
Towel on floor <u>-</u>	Material in lock <u>-</u>	
Inappropriate pictures <u>-</u>	Material in cuff port <u>-</u>	
Clotheslines <u>-</u>	Graffiti <u>-</u>	



AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: F2

Inmate Count: 295

		COMMENTS
1. What is the security classification and privilege level of the unit population?	level 1+2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>orientation</u> <input checked="" type="checkbox"/>	
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
<b>FACILITIES</b>		
4. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
5. Are views of beds in dorms obstructed?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> <i>somewhat</i>	
6. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
7. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
8. How many are inoperative?	Toilets - 0 Urinals - 3 Sinks - 0 Showers - 0	
9. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
10. How clean are toilets/urinals?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	
11. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	renovations coming
12. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u>	2 jpay not working
13. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

ACCESS TO CIIC, PROGRAMS, STAFF		
14. Are the following posted?	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	→ not current
-CIIC Memo	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Staff Photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Inmate Grievance Procedure	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Evacuation Plan	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
15. Are the following forms in stock on the unit?	Kites <input checked="" type="checkbox"/>	
	ICRs <input checked="" type="checkbox"/>	
	HSRs <input checked="" type="checkbox"/>	

**STAFF ROUNDS**  
Date: 9/23 - 10/18

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	9/26	8:46	8:51	10/17	9:15	9:23						
DWSS	9/26	2:35	2:44	10/7	7:47	7:55	10/11	1:08	1:16			
IIS	9/27	1:00	1:09	10/5	10:00	10:16	10/12	12:35	12:42	10/17	2:00	2:14
UMC	9/29	10:06	10:20									
Major	9/26	8:46	8:51	10/12	2:08	-	10/16	3:56	4:04	10/17	9:15	9:23

**ADDITIONAL COMMENTS (including inmate communication):**  
 overall area not very clean



AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: DR 1

Inmate Count: 41

		COMMENTS
1. What is the security classification and privilege level of the unit population?		<u>level 4</u>
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <u>Death Row</u> <input type="checkbox"/>
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
FACILITIES		
4. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - Sinks - Showers -	
7. Are there any pending maintenance work orders?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<u>2 operable</u> <u>one for ice machine</u> <u>new cell &amp; bed down</u>
8. How clean are shower facilities?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>New used</u>
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>4</u> # <u>1</u> # <u>0</u> # <u>2</u> # <u>0</u>	<u>2 Kiosks</u> <u>2 Kiosks</u>
CELL SECURITY CHECK		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>lots of profanity</u>
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	
12. How many of the following:		
Cell wall window obstructed <u>yes</u>	Cell door window obstructed <u>yes</u>	
Towel on floor _____	Material in lock _____	
Inappropriate pictures _____	Material in cuff port _____	
Clotheslines <u>yes</u>	Graffiti _____	

ACCESS TO CIIC PROGRAMS, STAFF		
13. Are the following posted?	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
-CIIC Memo	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Prison Rape Elimination Act	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
-Program Information	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
-Staff Photos	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
-Inmate Grievance Procedure	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>
-Evacuation Plan	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>
14. Are the following forms in stock on the unit?	Kites <input type="checkbox"/>	
	ICRs <input type="checkbox"/>	
	HSRs <input type="checkbox"/>	

Send to CIIC Post

STAFF ROUNDS

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	9-2-16	9:37	9:52	9-15-16	10:30	10:42	9-22-16	12:40	12:52			
DWO	8-30	1:09	1:20	9-15-16	10:20	10:42	9-22-16	12:40	12:52	9-29-16	12:30	1:05
DWSS	8-30	1:09	1:20	9-20-16	11:05	11:15	9-29-16	12:30	1:05			
HS	9-7-16	12:00	12:10	9-14-16	1:30	1:39	9-15-16	10:30	10:47	9-23-16	8:07	8:11
UMC	8-26/16	8:10	8:20	9-2-16	9:37	9:52	9-9-16	8:35	8:55	9-22-16	12:40	12:52
Major	8-26	8:10	8:20	8-30-16	1:09	1:20	9-15-16	10:30	10:47	9-22-16	12:40	12:52

Hamby Project  
window project

ADDITIONAL COMMENTS (including inmate communication):

(Ahmed)

light fixtures -

Screen on all windows DR1

heeks - old Building

Room - when do I get work (light replaced)

Screen / windows broke for months

Shower never not draining properly

HOT water - NOT working

(Kiosk - contract of Refund of money not used)

Done  
Screen  
complete

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: 42 Inmate Count: DR 2

		COMMENTS
1. What is the security classification and privilege level of the unit population?		<u>Level 4</u>
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <u>Deather</u> <input type="checkbox"/>
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>FACILITIES</b>		
4. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - <u>1 toilet (not housing cell)</u> Sinks - <u>1 sink - 426</u> Showers - <u>one on each floor, one descube</u>	
7. Are there any pending maintenance work orders?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
8. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>6</u> # <u>1 washer</u> # <u>1</u> # <u>2</u> # <u>2</u>	<u>1 phone - staff</u> <u>1 dryer</u> <u>1 on bottom, 1 on top</u> <u>1 drink foun</u>
<b>CELL SECURITY CHECK</b>		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>locked</u>
12. How many of the following:		
Cell wall window obstructed <u>/</u>	Cell door window obstructed <u>yes</u>	
Towel on floor <u>/</u>	Material in lock <u>/</u>	
Inappropriate pictures <u>/</u>	Material in cuff port <u>/</u>	
Clotheslines <u>yes</u>	Graffiti <u>/</u>	

ACCESS TO CIIC PROGRAMS, STAFF		
13. Are the following posted?		
-CIIC Memo	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Prison Rape Elimination Act	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Program Information	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Staff Photos	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
-Inmate Grievance Procedure	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
-Evacuation Plan	Y <input type="checkbox"/> N <input type="checkbox"/>	
14. Are the following forms in stock on the unit?		
	Kites <input checked="" type="checkbox"/>	
	ICRs <input type="checkbox"/>	
	HSRs <input type="checkbox"/>	

STAFF ROUNDS												
Date												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	9-15-16	1042	1052	9-22-16	1228	1238	9-29-16	1234	1250			
DWO	9-15-16	1042	1052	9-22-16	1228	1238	9-29-16	1234	1250			
DWSS	9-20-16	1050	1102	9-29-16	1236	1250						
IIS	9-23-16	817	827	10-4-16	848	857	10-11-16	1219	1225			
UMC	9-15-16	1042	1052	9-22-16	1228	1238	9-29-16	1236	1250			
Major	9-15-16	1042	1052	9-22-16	1228	1238	9-29-16	1236	1250	10-11-16	1024	

ADDITIONAL COMMENTS (including inmate communication):

Book started 9-14-16

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: DR 3

Inmate Count: 43

		COMMENTS
1. What is the security classification and privilege level of the unit population?		<u>Level 4</u>
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input type="checkbox"/> Other <u>Death Row</u> <input type="checkbox"/>
3. Did staff make PREA announcement if necessary?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>FACILITIES</b>		
4. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
5. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
6. How many are inoperative?	Toilets - Sinks - <u>All operable</u> Showers -	
7. Are there any pending maintenance work orders?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
8. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>2</u> (2 Home / Staff) # <u>1</u> (Washer) (W & S) # <u>1</u> # <u>2</u> (2 Jewish Microwaves)	
<b>CELL SECURITY CHECK</b>		
10. How clean are cells?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
12. How many of the following:		
Cell wall window obstructed _____	Cell door window obstructed _____	
Towel on floor _____	Material in lock _____	
Inappropriate pictures _____	Material in cuff port _____	
Clotheslines _____	Graffiti _____	

ACCESS TO CIIC, PROGRAMS, STAFF													
13. Are the following posted?				Y <input type="checkbox"/> N <input type="checkbox"/>									
-CIIC Memo				Y <input type="checkbox"/> N <input type="checkbox"/>									
-Prison Rape Elimination Act				Y <input type="checkbox"/> N <input type="checkbox"/>									
-Program Information				Y <input type="checkbox"/> N <input type="checkbox"/>									
-Staff Photos				Y <input type="checkbox"/> N <input type="checkbox"/>									
-Inmate Grievance Procedure				Y <input type="checkbox"/> N <input type="checkbox"/>									
-Evacuation Plan				Y <input type="checkbox"/> N <input type="checkbox"/>									
14. Are the following forms in stock on the unit?				Kites <input type="checkbox"/>									
				ICRs <input type="checkbox"/>									
				HSRs <input type="checkbox"/>									
STAFF ROUNDS													
Date: 9/17 10/17													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward	9-29-16	12:24	12:36	9/22	12:12	12:27							
DWO	9-29-16	12:24	12:36	9/22	12:12	12:27							
DWSS	9-29-16	12:22	12:36	Activity	10:30	10:50							
IIS	10-4-16	8:58	9:07	10-17-16	12:28	12:37	9/23	8:30	8:42	9/27	8:50	8:59	
UMC	10-12-16	7:01	10:32	9/22	12:12	12:27							
Major	9-29-16	12:24	12:36	10-6-16	6:55	7:56	10-11-16	8:50	9:05	Activity	9/22	12:12	12:27
ADDITIONAL COMMENTS (including inmate communication):													
Book Started 9-28-16													
All units have Wi-fi													
Answer machine ✓													

Inspector: Ogonek

Facility: CC1  
Date: 10/20

**AREA INSPECTED: INMATE HEALTH SERVICES**

*break room  
paper  
closet  
dental - 4  
chairs  
nurse  
station*

FACILITIES					
	#	Clean?		Organized?	Comments:
Offices	<del>11</del> 11	Yes	No	Yes	No
Nurses Station		Yes	No	Yes	No
Exam Rooms	<del>11</del> 11	Yes	No	Yes	No
Infirmery Beds	3	Yes	No	Yes	No
X-ray	1	Yes	No	Yes	No
Pharmacy	1	Yes	No	Yes	No
Lab Area		Yes	No	Yes	No
Crisis Cells	0	Yes	No	Yes	No
Records Area	1	Yes	No	Yes	No
Waiting Area	1	Yes	No	Yes	No
		Clean?		Soap Available?	
Inmate bathrooms	1	Yes	No	Yes	No
Staff bathrooms	1	Yes	No	Yes	No
Is the pharmacy: Secured?	Yes No	Comments:			
Is the overall space available, sufficient to perform duties?	Yes No	Comments: pill center			
Are staff in comprising positions in relation to safety?	Yes No	Comments:			
SANITATION					
Documentation of cleaning schedule observed <input type="checkbox"/> → nothing signed					
Overall appearance of infirmery.	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>		Comments:		
Are clearly marked sharps/ biohazard containers present in all exam rooms?	Yes No	Comments:			
	Observed <input checked="" type="checkbox"/>				

Inspector: Ogonek

Facility: CC1  
Date: 10/20

Now 7th → at least 30

EQUIPMENT				
Is all medical and dental equipment operational?  <input checked="" type="radio"/> Yes <input type="radio"/> No		What is in need of repair: <u>van</u>		How long does it take to get repaired:
The EMT bag is accessible and sealed? Observed <input checked="" type="checkbox"/>		<input checked="" type="radio"/> Yes <input type="radio"/> No		Comments:
Any specialized or additional equipment needed?  Yes <input type="checkbox"/> No <input type="checkbox"/>		Comments: - blood pressure monitor - EKG		
STAFFING and ADMINISTRATION				
MD/ALP <u>1 part-time 20 hrs.</u>	NP <u>2.5 FTE 22.5 hrs part-time</u>	RN <u>total 16 FTE</u>	LPN <u>9</u>	DDS <u>2 FTE</u>
DDS Asst <u>3 FTE</u>	Hygienist <u>1.8 FTE</u>	Radiology <u>part-time mobilized 1.5 days</u>	Phlebotomy <u>1</u>	HIT <u>4</u>
Diet Tech <u>1 part-time</u>	QIC <u>1</u>	HCA <u>1</u>	Assistant HCA <u>1</u>	Optometrist <u>12 months</u>
Do you have consistent physician/ALPs? (ALPs > 1 year) Yes <input type="checkbox"/> No <input type="checkbox"/>		Comments: <u>MD hasn't been here quite a year</u>		
List any vacancies: (include length of time vacant)		<u>- 1 RN</u>		
List any contract staff:		<u>- radiology - MD - phleb. - all dentists - HIT - dental tech</u>		
Are there any current concerns related to ALP performance? Yes <input type="checkbox"/> No <input type="checkbox"/>		Comments:		
In the past six months what has been the turnover? <u>- 1 RN → transferred</u> <u>- 1 LPN → retired</u>				
What are some of the reasons nurses leave? How do you recruit nursing staff? <u>not nursing staff</u>				

⚡



Inspector: Ogonek

Facility: CC1  
Date: 10/20

Do supervisors work late shifts to monitor operations?	<input checked="" type="radio"/> Yes No	How often? @ monthly Freq. 1 WEEK
Do interdisciplinary meetings occur with departments? Explain communication with each.		
Mental Health	<input checked="" type="radio"/> Yes No	quarterly meetings - work well together
Security	<input checked="" type="radio"/> Yes No	→ admin meetings - health fair
Recovery Services	<input checked="" type="radio"/> Yes No	
<b>ACCESS</b>		
since 2016		
Kites	#	Response Time? Any unanswered?
Log observed <input checked="" type="checkbox"/>	1241	same day
Nurse Sick Call	#	
Doctor Sick Call	#	
How many inmates are in Chronic Care?	Total all clinics?	
227	2175	
Cardiac:	Liver(HepC):	Lipid:
641	398	306
Diabetes:	Gen Med:	HIV:
180	213	0
PPD(TB):	Seizure:	Pain:
14	56	27
How many MRSA cases have you cultured since January 2014?	12	
2014		
Are Patient satisfaction surveys conducted?	<input checked="" type="radio"/> Yes No	How are you conducting these and how often?
		quarterly
How many informal complaints have you received in the past 6 months?	Most common complaints received?	
200	do not agree w medical - pain	
Tracking method observed <input type="checkbox"/>		
Deaths since January 2014	# 2014- 2    2015- 2    2016- 1	

Inspector: Ogonek

Facility: CCI  
Date: 10/20

**AREA INSPECTED: MENTAL HEALTH SERVICES**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	29	Yes No	Yes No	
Conference Rms		Yes No	Yes No	
Classrooms	4	Yes No	Yes No	+ space TPU
Records Areas	1	Yes No	Yes No	
Crisis Cells - 2				
Number of crisis cells:		Describe location:		Cells observed in use: YES NO
How clean are the crisis cells? Excellent <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>		Comments:		
Do crisis cells have clear visibility? YES NO		Comments:		
Do cells have protective secure screening on the windows and are they intact? YES NO		Comments:		
STAFFING				
Psychiatrist, 1 part-time 16 hrs.	Psychologist 1 State 1 contract	APN-MH 0	RN 3	Psych Asst. 1
LSW 4 MH3	LISW 2	SW 0	PC 0	MHA 1 - LISW-S
QIC: share	HIT: 2	Other: LPCC- 1	Comments: AT-3	

AT supervisor - 1

Inspector: Ogonek

Facility: CCI  
Date: 10/20

List any vacancies: <i>2 part-time psychiatrist</i>	<i>2</i> psychologist vacant - <i>1</i> filled by contract <i>1</i> APN <i>2</i> LISW <i>LISW</i>
List any contract staff:	<i>1</i> psychologist <i>2</i> HITS

*part-time APN - telemed*

CASELOAD			
Total Caseload:	#	Backlog?	
	<i>636</i>		
Number of C1/SMI:	#		
	<i>238</i>		
Number of C2	#		
	<i>390</i>		
How many inmates are on the MH Caseload are in RH?	#	How many of those are C1/SMI?	#
	<i>210 JS</i>		<i>6</i>
Completed Suicides since January 2014	#		
	<i>0</i>		
Suicide Attempts (past year) Jan 2014	#		
	<i>2</i>		
ACCESS			
Review kite log	Response Time?		
<i>dates not filled out → lost HITS. not recording</i>	<i>within 7 days</i>		

*10/19*  
*02 → 10/18*

Inspector: Ogonek

Facility: CC1

Date: 10/20

PROGRAMMING		
How many evidence-based MH programs are currently offered to inmates?	#	What programs?
How many additional programs offered?	#	What programs?
How many treatment programs have been scheduled in the past 90 days?		224
How many treatment programs have been conducted in the past 90 days?		210 14 were cancelled

Inspector: Ogonek

Facility: CC1  
Date: 10/20

**AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	6	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	1 doesn't have door
Class Rooms	5	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	only 1 serves office
Records	1	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Are all records stored in a locked filing cabinet?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		How often are records audited ensure they have all information required by 70-RCV-02?
		<input checked="" type="checkbox"/> Observed		
Is the space available sufficient to perform duties?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments:
STAFFING and ADMINISTRATION				
List all staff working in recovery services and length of employment:				
RSA:	Counselors:		HIT:	Other:
1	5 + 1 vacancy		0	
Are there any current vacancies:		How many?		Length of vacancy?
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		1		hasnt been vacant
Are contract staff utilized?		How many?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Do you feel you have enough staff to meet inmate needs of service?		Comments:		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>				
Are inmate graduates used to facilitate programming?		How many?	How?	
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		15/20	NA/AA meetings	
Are there any current concerns related to their performance?		Comments:		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		do great job ↳ very motivated		

Inspector: \_\_\_\_\_

Facility: CCI  
Date: 10/20

Do you utilize volunteers? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How many? <u>5</u>	For what? <u>AA</u>
	How often? <u>every other week</u>	

**INMATE OUTREACH AND PARTICIPATION** - TC opened 2 year

100 bed

Describe the presence of the recovery service department at this institution?	<ul style="list-style-type: none"> <li>- LITA having option</li> <li>- RS</li> <li>- Supplemental to TC</li> </ul>	
---	--	--

Are there any designated recovery services housing units? <u>TC → 100 bed</u>	Yes <input type="checkbox"/> No <input type="checkbox"/> <u>not additional</u>	How many beds? Comments?
--	---	-----------------------------

What efforts are made to retain inmates who stop participating in formal programming?	<u>1-1 → intervention</u> <u>work well edu./welding / → programs</u> <u>low 5 inmates</u>
---	---

Do you reach out to individuals who are found guilty of Rule #39? <u>CPH special grp</u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How? <u>TPU / sig</u> <u>RH → journal</u>
---	---	--

Do interdisciplinary meetings occur with the following departments?  <u>bi-weekly</u> <u>- MHT</u> <u>- unit</u> <u>- security</u>  <u>* good repore</u> <u>good communication</u>	Medical Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Frequency?
	Mental Health Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Frequency?
	Security Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Frequency?
	Are you involved in discussions about how to manage Rule #39 with security and administration?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Do you offer any SAMI groups? <u>- no</u>
--

Inspector: \_\_\_\_\_

Facility: CCI  
Date: 10/20

<p>Check all formal recovery programs offered.</p> <p><i>- Rule #34</i></p>	<p><input checked="" type="checkbox"/> Treatment Readiness Program</p> <p><input checked="" type="checkbox"/> Intensive Outpatient Program</p> <p><input checked="" type="checkbox"/> Recovery Maintenance Program</p> <p><input checked="" type="checkbox"/> AOD Education Groups</p> <p><input type="checkbox"/> Intensive Program Prison</p> <p><input type="checkbox"/> Tobacco Cessation</p> <p><input type="checkbox"/> Brief Intervention → <i>Start date b/wk in Nov.</i></p>
<p>How many inmates are <u>currently enrolled in formal treatment programming</u>?</p>	<p>R0:</p> <p>R1:</p> <p>R2:</p> <p>R3:</p> <p>Total Enrolled = <del>110</del> 120</p>
<p>[Redacted]</p>	<p>Is this an <i>Increase or Decrease</i> since your last cohort</p> <p>Is this on track to be an <i>increase or decrease</i> for FY 2014</p>
<p>In FY 2015, how many inmates were enrolled in programming.</p>	<p><b>PULLED FROM FY 2015 ANNUAL REPORT</b></p>
<p>Number of treatment groups scheduled in the past 90 days?</p>	<p>384</p>
<p>Number of groups held in the past 90 days?</p>	<p>Cancelled 7</p>
<p>How many inmates in the entire institution population are assessed as:</p>	<p>R0:</p> <p>R1:</p> <p>R2:</p> <p>R3:</p> <p>Total # Assessed @ institution _____</p> <p>30-45 screened per month</p>

$$\begin{array}{r} 3 \times 32 \\ 12 \\ \hline 304 \end{array}$$

Inspector: Ogonek

Facility: CCI  
Date: 10/20

How many inmates are on the waitlist?	R0:		
	R1:		
	R2:		
	R3:		
	Total Waitlisted =	<del>1100</del> 250	
How do you engage individuals on the waitlist in services, as they wait to enroll in formal programming?	AA/NA		
Average monthly participation in the following ancillary programs	AA 90	NA 90	Other:
How frequently are they offered?			
Do you have any additional recovery services programming offered? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How many?	How often?	Names of Programs?
- Rule #3a - BIP - carry guide			

RE-ENTRY PREPARATION	
How does your staff conduct outreach to family or incorporate them into recovery? Yes <input type="checkbox"/> No <input type="checkbox"/>	How? 1st family night → Nov 19th - quick wrap up into
Describe the efforts to connect inmates with recovery resources in the community.	- handouts - AA/NA meetings

↳ linkage person



Inspector: Jackson

Facility: CC1  
Date: 10-18-16

AREA INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS																		
1. What is the atmosphere of the dining hall upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>																			
2. How many staff are assigned to supervise inmates in the dining hall?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1																			
3. How clean is the dining area?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input checked="" type="checkbox"/>																		
4. What is the temperature of the food in the serving line?	<table border="1"> <thead> <tr> <th>Item</th> <th>Before</th> <th>During</th> <th>After</th> </tr> </thead> <tbody> <tr> <td>Oven Fried Fish Pottery</td> <td>171</td> <td>162</td> <td>161</td> </tr> <tr> <td>Pinto Beans</td> <td>181</td> <td>177</td> <td>172</td> </tr> <tr> <td>Cabbage</td> <td>185</td> <td>177</td> <td>0</td> </tr> </tbody> </table>	Item	Before	During	After	Oven Fried Fish Pottery	171	162	161	Pinto Beans	181	177	172	Cabbage	185	177	0			
Item	Before	During	After																	
Oven Fried Fish Pottery	171	162	161																	
Pinto Beans	181	177	172																	
Cabbage	185	177	0																	
KITCHEN PREP AREA (including tools and equipment)		COMMENTS																		
5. How clean is kitchen area?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input type="checkbox"/>																		
6. Does the equipment appear to be clean?	YES <input checked="" type="radio"/> NO <input type="radio"/>																			
7. Is the quantity of the food served according to the menu?	YES <input checked="" type="radio"/> NO <input type="radio"/>																			
8. Is soap available in the inmate/staff bathroom?	YES <input checked="" type="radio"/> NO <input type="radio"/>																			
9. What is the date of last fire equipment inspection?	DATE: <u>Tue pulled off (?)</u>																			
10. What is the date of the last two county health inspections? Did the facility pass?	DATE 1: DATE 2: Main Issues/Concerns:	PASS PASS	FAIL FAIL																	
11. What are the dates of the two most recent visits from the DRC Food Service Contract Monitor?	DATE 1: DATE 2: Main Issues/Concerns:	Compliance Score: Compliance Score:																		
12. How often is the cooking equipment sanitized?	<u>After each use</u>																			
13. Are all chemicals secured?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Excess water on floor in area</u>																		
14. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES <input checked="" type="radio"/> NO <input type="radio"/>																			
15. Are there open trash containers near food preparation or dish wash areas?	YES <input type="radio"/> NO <input checked="" type="radio"/>																			

-CUC Staff reported seeing mouse droppings in the chow hall during lunch meal.

Inspector: Jackson

Facility: CC  
Date: 10-18-16

FOOD STORAGE AND APPLIANCES		COMMENTS
16. Are any appliances in need of repair? -Service Call or work order requested <input checked="" type="checkbox"/>		3 kettles down } ongoing 2 grills down } in progress
17. Are there any visible facility maintenance concerns?	<input checked="" type="radio"/> YES NO	see above →
18. Are there any standing puddles of water on the ground?	<input checked="" type="radio"/> YES NO	Chemical over one of the coolers just
19. Do the coolers and freezers appear orderly and clean? Is there ice on the floor of coolers?	<input checked="" type="radio"/> YES NO	compartments
20. Is stored food wrapped and dated? Storage shelves observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO	
21. Are containers of food stored off of the ground?	<input checked="" type="radio"/> YES NO	
22. Is the shelf-life of non-perishable items less than 90 days?	<input checked="" type="radio"/> YES NO	
23. Is the shelf-life of perishable items less than 7 days?	<input checked="" type="radio"/> YES NO	
24. Is a safe distance maintained from the top of the stored food to the ceiling?	<input checked="" type="radio"/> YES NO	
25. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)?	<input checked="" type="radio"/> YES NO	

CONTRACT STAFF		COMMENTS
26. Number of contract staff on-site:	Number of staff:	Length of time at facility:
Director	1	1 month
Assistant Director	2	<del>2</del> 3 years
Manager/Coordinator	18	
Contract Workers		3 weeks to 3 years (Average)
Total contract staff	21	
27. Reason(s) for contract staff turnover?	* - Most get walked out for inmate relations	

Inspector: Jackson

Facility: CC 1  
Date: 10-18-16

INMATE WORKERS and INCENTIVE PROGRAM(S)		COMMENTS
28. How many inmate workers are assigned to the food services department		285 (200 eligible) <i>eligible after 30 days</i>
29. Are incentive programs offered to increase inmate participation?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
30. How are inmates selected to work in food service?		Classified automatically <i>(dependent on scores)</i>
31. What is the monthly wage?		\$10 - \$20 above monthly wage
32. When do inmates receive performance evaluations?	<input checked="" type="radio"/> YES <input type="radio"/> NO	30 days eval to determine eligibility for incentive plan
Are raises available for good performance?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Incentive plan plan
33. Are all inmate workers trained regarding proper hygiene? -Forms observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
34. Are all inmate workers trained on proper handling of equipment? -Forms observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	
35. Are all inmate workers and staff wearing hair nets and gloves?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
36. How many inmates participate in the program(s)?		
37. How many inmates do you currently have in the IN-2-Work program?		11 active
38. Number of recent graduates from the IN-2-Work program?		Just graduated 5 in October → 6 last year

LOADING DOCK		COMMENTS
39. Is the trash dock free of odors, loose garbage bags, and bugs?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
40. Are there any current pest issues? If yes, when was most recent issue?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Mice 3 weeks ago but issue was corrected
41. How often is the local exterminator used?	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Annually <input type="checkbox"/>	Every 2 months (60 days) ↳ comes after

Inspector: Jackson

Facility: CC1  
 Date: 10-17-16  
10-18-16

STAFF AND INMATE CONCERNS	YES	NO	COMMENTS
42. Have there been any recent concerns regarding inmate health issues due to food? Are 72-hour test trays used?		<input checked="" type="radio"/>	
43. Is a kite log maintained?  Inmates' biggest Concern(s)? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="radio"/>	Vegetarian Menu Request
44. Contract staff biggest concerns?			Getting the grills and tubbles fixed and stay operable
45. Number of delayed servings in last 12 months?			Usually at lunch, maybe 1 per week 3-5 minutes progressive cooking
46. Number of inadequate substitutions made in last 12 months?			0

EXECUTIVE STAFF ROUNDS 9-1 to 9-30												
STAFF	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT
Warden	9-19	11:48	12:01									
DWO	9-7	11:59	12:15	9-12	12:00	12:28	9-22	10:50	11:00			
DWSS	9-9	6:25	6:37	9-14	6:30	6:38	9-22	6:35	6:45	9-29	10:3	1:15
BM	9-14	8:40	9:10	9-12	7:35	8-1	9-16	10:00	10:35	9-21	6:05	
IIS	9-7	12:00	12:16	9-14	12:00	12:28	9-28	11:20	11:45			

ADDITIONAL COMMENTS:

Floor lines ~~are~~  
 bare spots  
 ↳ will be painted

Fresh Favorites  
~~Account~~  
 - Coordinate from IN-2-work  
 - Pass Serve Safe  
 - Inmates can order & pay through commissary  
 Segregate Menu  
 ↳ Shopping bag for inmates → use commissary shopping slip.

Inspector: \_\_\_\_\_

Facility: CCU  
Date: 10/20

**AREA INSPECTED: RECREATION**

ACCESS TO RECREATION	COMMENTS
1. Example of typical recreation/yard schedule: (request copy of schedule**)	Morning hours: _____ Afternoon hours: <u>12:00 - 4:00</u> Evening hours: <u>5:00 - 8:00</u>
2. How many hours per day are inmates permitted to recreate?	<u>all together</u>
3. How many inmates/housing units are permitted to recreate at any one time?	<u>special programming</u>
4. How frequently is recreation shut down due to staffing/unexpected issues?	Rarely <input checked="" type="checkbox"/> Sometimes (2-3 times per week) <input type="checkbox"/> Frequently (3+ times per week) <input type="checkbox"/>
5. Was recreation shut-down last week?	Yes No How many times?
6. Check shift captain's report- how many times was recreation shut-down in prior month?	
7. Describe any obstacles to inmate access to recreation:	
8. What activities do you provide for inmates when recreation is shut-down?	
9. Where are activities posted for inmate information?	- ppt 2 on channel 2 - bulletin boards <del>to</del> in gymnasium
10. What types of music programs are available?	Describe: - 8-10 bands - practice room - TIR Womens (guitars) - most guitar are provided on their own
11. What types of art programs are available?	Describe:

MT-8-9  
CP 9-10  
10-10<sup>30</sup>-clean

can buy guitar

teacher does art program

↓ but thru art program @ CCC

Inspector: \_\_\_\_\_

Facility: \_\_\_\_\_

Date: \_\_\_\_\_

12. Are activities available to all inmates, including those with disabilities?	YES NO	Types: N/A
FACILITIES		COMMENTS
13. Does recreation equipment appear to be clean and in good working order?	<input checked="" type="radio"/> YES NO	
14. What equipment is in need of maintenance?	take care of own repairs	
15. How many staff are assigned to supervise inmates?	1-supervisor 5-GATS 3 PPI have most of time	
16. How many non-correctional officers work in the recreation department?	NO OFFICERS	
17. How many inmate program assistants are assigned to the recreation department?	4 music aides, 110 recreation workers, 11-a rec aides, 11 rec aides, aide 2 9	
VARIETY/SELECTION OF ACTIVITIES		COMMENTS
18. How often are new activities introduced?	every 2 months	
19. What are examples of unique/innovative recreational opportunities provided at this institution?	exercise programs in weight room, darts, billiards corn-hole hockey-sac, pickleball	
20. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba, Yoga)?	- exercise - music - yoga - p90x	
21. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)?		
22. How often is the selection of movies rotated? _____	Number of movies in rotation: _____	

Netflix - 3 a time

Inspector: \_\_\_\_\_

Facility: CC1  
Date: 10/20

23. What intramural sports are available at this institution: (any league divisions, such as 40+?)

- 40+ Wed/Sun
- unit league 40+
- one pitch league

Describe Past Tournaments:

24. What are the top concerns inmates express about recreation?

- a. Complaints about movies
- b. ~~books~~

25. What activities or equipment would improve recreation?

handball court

**Describe Physical Facilities:**

Indoor:

- Cardio room
- Weight room
- Gymnasium - 1 full  
2 half
- bleachers
- 6 pool tables

- laundry facilities
- MUSIC room

Outdoor:

- 5 ball courts
- 2 softball
- 2 vball courts
- picnic tables ++
- hockey rink
- chimpanzee ++

- 1/4 track
- SOCCER field
- water fountain
- auditorium

Sports Smith  
Next gym  
reply

Inspector: \_\_\_\_\_

Facility: \_\_\_\_\_

Date: \_\_\_\_\_

Physical Activities	Level 1/2
Aerobics	✓
Basketball Outside Team	✓
Basketball Intramural	✓
Bocciball	✓
Bowling (Rubberized Balls)	
Bean Bag Toss	✓
**Dodgeball	
Exercise Bicycles	✓
*Fast/Slow Pitch Softball	✓
Football Flag	
Frisbee	✓
Handball	
Horse Shoes	✓
Jogging	✓
Kickball	✓
Pickleball	✓
Putt Putt	
Racquetball	
Soccer Intramural	✓
Softball Intramural	✓
Softball Outside Teams	✓
Track and Field	✓
Track & Field Outside Teams	
Volleyball	✓
Volleyball Outside Teams	✓
Weights Enclosed Machines	✓
Wellness Programs	✓
Yoga	✓

DR- tball,  
walking track,  
picnic table

Cultural / Arts	Level 1/2	Frequency	Not by Rec. Dept.
Cultural Ethnic Events			
Crafts			
Dance Performance			
Holiday Shows			
Institutional Bands			
Sign Language			
Talent Shows			
Theater			

Special Events	Level 1/2	Frequency	Not by Rec. Dept.
*Charitable Fundraisers	✓		
Art/Craft Shows			
Outside Catered/Fast Food	<del>✓</del>		
Inmate Health Fairs	✓		
Outside Entertainment			



AREA INSPECTED: INMATE GRIEVANCE PROCEDURE

ACCESS		
1. How often do you perform rounds of the housing units? <input type="checkbox"/> Employee sign-in logs rev'd	try to weekly 3x's/month	What issues have been noted recently? Medical, Property Property (glasses)
2. Do you target any specific areas for rounds?	Housing Recreation Food Service	Which? Segregated TPU
3. Do you hold open office hours? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Frequency? Thursday	How do inmates access? Rounds, Kites
4. What methods are used to educate inmates on the IGP at this facility?	Oriental Post Informational	handbook
5. What methods are used to educate staff on the IGP?	In-service training Oriental	
6. Do you keep a kite log? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	What issues relayed? medical, RIA	Forms, Property
7. Are any inmates on grievance restriction? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Cause? (None)	
RESPONSE TIMELINESS		
8. What percentage of informal complaint responses were untimely last year?		Reasons for untimely responses?
9. What steps do you take to reduce untimely informal complaints?	8% - 2016 (Business Office) 9% - 2015	Print out letter
10. Do you report staff who frequently fail to respond timely? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	How? Yes	
11. What percentage of grievances were filed by the same inmate last year? 6 before	5 inmates	Issues? one = 6 one = 4 one = 12 one = 12
12. What percentage of grievances were extended last year?		Reasons for the extension(s)? Under 2% - per policy
13. How many grievances resulted in a report to the Warden last year?	Approx. 10	Area(s) of concern? - Inappropriate Property

How many Informal Complaints Did you receive in 2015?  
 How many Informal Complaints Did you receive in 2016?  
 TOP 3 Complaints in 2015?

(372)

How many grievances were received in 2015? (372)  
 What were the top 3 given or filed in 2015? (Medical (176) Inmate Staff (54) (Complaints)  
 How many grievances have you received for 2014? Top 3 Complaints.

1853 ICR's 2014  
 379 gr. 2014  
 372 gr 2015  
 1.85

OVERSIGHT AND ACCOUNTABILITY		
14. What is the area of most frequent complaint by inmates?		Steps to reduce? Property (51)
15. How frequently do executive staff discuss areas of concern?	Weekly	How? Exec. Staff Meeting Operations Meeting Dept. head Meeting
16. What specific actions, if any, have been taken as a result of the executive staff meetings?	Discussing Issues	
17. What areas have you specifically inspected within the past 90 days? <input type="checkbox"/> IIS Activity Report Rev'd		Discrepancies in policy/practice? Property (pickups)
18. What areas of the institution have you worked with staff to improve?	Property STAFF / Inmate Relations	How? (only spent 1,107.06)
19. How many complaints regarding staff retaliation for use of the IGP have you received in the past year?	(2)	Substantiated? NOT Substantiated
20. How do you ensure that inmates are not retaliated against for using the IGP?	All new employees (orientation) w/ VPS IN-Service - Appropriate Supervision / Geniv.	
21. Do you track the staff who are the most frequent subjects of inmate complaints? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Frequency?	What do you do with the information? Will look @ priority grievances & passing rounds
22. What oversight, if any, do you provide regarding the quality of responses to ICRs?	Review & Def	
23. What suggestions do you have for how to improve the grievance procedure?	Put handbook & grievance on Kiosk Utilizing the Broadband - to Rpt Inmate griev. proc. exit.	
24. What suggestions do you have for how to improve/enhance the Inspector's role in a prison?	Talking w/ New employees	

(5) Inmates that filed more than 10 - 2015

• Mailroom Down (3)

AREA INSPECTED: RIB

OBSERVATION					
checked that the inmate had received a copy of the conduct report	✓	✓	✓	✓	✓
checked the inmate rights form	✓	✓	✓	✓	✓
read the conduct report	✓	✓	✓	✓	✓
offered the opportunity for an inmate to give his testimony	✓	✓	✓	✓	✓
reviewed evidence	Plead Guilty	Plead Guilty	✓	Plead Guilty	✓
discussed the case with the other panel member	✓	✓	✓	✓	✓
confirmed testimony	N/A	N/A	x	N/A	x
informed signatures	✓	✓	✓	✓	✓
offered the opportunity to appeal	✓	✓	✓	✓	✓
Additional comments/concerns: -inform sigs - gave copy of RIB disposition -confirm @ testimony					
1. What are the most common rule violations heard at RIB?	39	- other times 23s - 9s, 40s			
2. What type of evidence do you normally review in your hearings? <input checked="" type="checkbox"/> Access to cameras	- conduct report - medical exam				
3. What type of evidence is generally attached to the record by the charging officials?	- Contraband slip - pictures				
4. How do you determine what an appropriate sanction is?	- based on conduct report depends	Common sanctions? - LPH, Credit time served - Asst history - RH if violent			
5. How frequently do mental health staff come to RIB?	- when they request to be present	What type of participation? - phone conference			
6. What is your procedure for handling confidential information?	- Investigator handles CI				
7. Any issues with a backlog?	- not at this time	- about a week ago had recorder issue			
8. How frequently are cases overturned or modified by the Warden's Assistant or Legal Services?	- do not know - not frequent	Common issues? N/A			

AREA INSPECTED: SEGREGATION

		COMMENTS
1. Inmate Count Tracking Mechanism/Roster <input checked="" type="checkbox"/>		82 - Tracked on Computer
2. How many cells have more than two inmates?		0
3. How many inmates are in segregation for refusal to lock due to safety concerns?		11 - total 4 - Safety Concerns 7 - waiting transfers
4. What is the atmosphere of the unit upon entrance?		Fairly calm but active
FACILITIES		
5. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. How clean are hallways/rec areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. How often are inmates allowed to clean their cells/ toilets, sinks?	Daily	
8. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	Work order? Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
9. How quickly are maintenance work orders completed?		1-2 days
10. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Some Soap Scum
11. How often are shower facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
12. How clean are crisis cells? # of crisis cells <u>0</u>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	SC/DC
14. What recreation equipment or space is available?  Sanitation Issues? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	All Rec Cases (Outside) Multiple Rec Cases (Inside) Sit up <del>Rec</del> Station Pull-up stations	1) Restraints Room 2) LPH 3) <del>PH</del>

( Room for Admin office / Unit staff )  
Mental Health Program

Restraints Transition  
Mental Health Program  
Segregation Unit

CELL SECURITY CHECK		
<b>15. How many of the following:</b> - Cell window obstructed _____ Cell door window obstructed _____ - Towel on floor _____ Material in lock _____ - Inappropriate pictures _____ Material in cuff port _____ - Clotheslines _____ Graffiti _____		
STAFF ACCOUNTABILITY		
<b>16. Are appropriate cleaning materials in locked container and at least half full?</b> - Match inventory <input checked="" type="checkbox"/> - Container checked <input type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>17. Is the first aid box secured?</b> - First Aid box checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>18. Is the fire extinguisher receiving monthly inspections?</b> - Extinguisher checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>19. How many officers are on duty per shift?</b>	1 <sup>st</sup> - 2 2 <sup>nd</sup> - 3 3 <sup>rd</sup> - 2	3 + 1 Cover (escort)
<b>20. Are officers performing security checks at staggered 30 min intervals?</b> - Log observed <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
<b>21. How many shakedowns are performed on each shift?</b> - Log observed <input type="checkbox"/>		Date _____ # _____ Date _____ # _____ Date _____ # _____
<b>22. Are individual log sheets maintained and up to date?</b> - Log observed <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>23. How often are medical rounds conducted?</b> - Log observed <input checked="" type="checkbox"/>	Daily Rounds	9-26, <del>9-27</del> 9-27, 10-4, 10-5
<b>24. How often are mental health rounds conducted?</b> - Log observed <input checked="" type="checkbox"/>	Weekly Rounds	9-29, 9-30, 10-1, 10-2 Dates in log book: 9-27, 10-2, 10-7
<b>25. How frequently do uses of force occur in the segregation unit?</b> Not often	What were the circumstances of the last use of force?	Last Tues Jan, October - Three food Cart offense
<b>26. How frequently is meal/food loaf used in the segregation unit?</b> Hardly ever	What were the circumstances of the last time that meal/food loaf was given?	2.
<b>27. How frequently do inmates flood the range or otherwise cause a disturbance?</b> Rarely	What were the circumstances of the last time?	August 2016 - Busted Sprinkler Head

ACCESS TO CIIC, PROGRAMS, STAFF		
28. Is the current CIIC memo posted?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
29. Describe inmates' access to the library:	Bookcase? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Dates in log book:
30. Describe inmates' access to religious services personnel	Describe: Chaplain <del>comes</del> <sup>comes</sup> weekly	
31. Any special programs/activities?	Mental Health	
32. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites Y <input checked="" type="checkbox"/> N <input type="checkbox"/> ICRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/> HSRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	} Make copies if present
33. Are there telephones in the unit? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Number: 2 - regular 2 - Kiosk	Describe access: LPH - On their out of cell time
34. Is the PREA poster visible? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	When was last sexual assault allegation?	How would inmates be able to report sexual assault?
35. How do inmates have access to the following: - 5120-9 series of ARs - 56-DSC-01 - Inmate rules of conduct - Pen/pencil	Describe: ARs / Policies - located in RIB office and can be checked out by inmate <del>Pen/pencil</del> pens also located in RIB	

STAFF ROUNDS 9/18-10/16												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO	9-29	11:05	11:30									
DWSS	9-27	9:31	9:48	10-1	9:58	10:10						
IIS	9-27	9:03	9:13	10-4	9:10	9:20	10-7	12:30	12:39			
Major												
Chap	9-26	5:25	5:32	9-27	4:40	4:52	10-5	11:40	12:45	10-6	12:10	12:42
Edu												

They have programs but unit doesn't run them because LPH inmates are not back in segregation for 30 days

Facility: CCI  
Date: \_\_\_\_\_

Unit Management Chief (UMC) Reentry Interview Questions

CLASSIFICATION REVIEWS	
1. Regarding inmate <b>classification reviews</b> : What percent of the total inmate population is shown on the Due/Past Due Reports (for classification reviews)?  [DOTS ... GRMEN... <u>print</u> full report (several pages) and <u>print</u> past due report (one page)]	Number inmates on Past Due Report: _____ # More than one month Past Due: _____ #  Reasons for overdue reviews:
PURPOSEFUL ACTIVITIES	
2. How would you rate the level of inmate access to purposeful activities at this institution?	Exceptional <input checked="" type="checkbox"/> <i>Religious Services</i> Good <input type="checkbox"/> <i>Reintegration Unit</i> Acceptable <input type="checkbox"/> <i>Therapeutic Community</i> Needs Improve <input type="checkbox"/> <i>Literacy Unit</i>
3. What types of purposeful activities are available at this institution? <input checked="" type="checkbox"/> Education/Academic/Vocational/College <input checked="" type="checkbox"/> Unit programs <input checked="" type="checkbox"/> Community service <input checked="" type="checkbox"/> Inmate-led groups	<input checked="" type="checkbox"/> Mental health/recovery programs <i>TC</i> <input checked="" type="checkbox"/> Religious programs <i>Apprenticeships</i> <input type="checkbox"/> Other (please list): <i>Ashland University</i> <i>Literacy (Reconv. Services)</i> <i>Reinvention</i>
4. Collectively, what are the barriers to access to purposeful activities and reentry programming at your institution? <i>STAFFING (STAFF Numbers vs. Inmate #s) RTU - MH - ITP - MH (CI) 36</i> <i>T4C - Training for STAFF to run programs</i>	
5. Have you completed your most recent (January 20, YEAR) Needs Assessment Survey? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>(working on 2016)</i>	Please print and provide a copy of your most recent <b>Needs and Staffing Assessment for Social Services Programs</b> (per DRC Policy 71-SOC-10)
CONTACT WITH COMMUNITY <i>visitation</i>	
6. What does the institution do to promote inmate communication with family, friends and the community?	<i>Mail, email, Inside Out Father Day</i> <i>Family Visitation Day Events: graduations (Horizon), Reintegration Family Day, Family Day</i> <i>dog handlers, Reconv. Services family Day</i>
7. What barriers exist to inmates communicating with family, friends, or the community at this institution?	<i>money, JPAD</i>
8. How active is your local reentry coalition? <i>IT'S getting up &amp; running</i>	11a. When was the last meeting? <i>(Terry Minney Retired) (September 2016)</i>
9. Describe the level of in-reach from local community service providers or agencies. <i>Hannibal, Franklin, Zachsville</i>	<i>Cub Scout troops, AA - WA recovery services</i> <i>BBB, WOTC, Child support</i>
10. When was your last job fair? <i>May 2016, will do one October 2016 (tomorrow)</i>	13a. What groups/agencies/providers attended?
11. Do you have any suggestions for how to increase community contact and/or in-reach?	<i>getting reentry coalition going again</i>
REENTRY	
12. What are positive activities/actions that this institution has implemented to prepare inmates for a successful reentry? <i>Cub Scout Troop</i> <i>Interviews</i> <i>FI2</i>	<i>Journey to Employment - use Mgr. interviews all inmates before get the job</i> <i>Capabilities - get these inmates jobs</i> <i>August 2016 Family Reentry Summit</i>

<p>13. Do you have any unique opportunities or programs for familial engagement?</p>	<p>Yes (Description)</p>
<p>14. Does every inmate have the opportunity to be involved in a reentry program (unit programs, education, etc) prior to release?</p>	<p>Please describe your <b>tracking system</b> and documentation used for monitoring inmates placed into recommended programs.</p> <p>2 years &amp; under / Parole Board Risk Reduction 80%</p>
<p>15. What <b>channels of communication or distribution of information</b> are used to make reentry resources known to inmates?</p>	<p>What <b>new and additional programs, information, or resources</b> do you feel are <b>needed</b> to provide reentry assistance to inmates?</p> <p>Kiosk, Postings Program</p> <p>Community Resources</p>
<p>16. <b>TRANSITIONAL RELEASE PLAN (TR PLAN):</b> What percentage of all inmates within 60 days of their release date have all documents received or provided per their individual OTRP (F4443) form? [RPLAN screen in DOTS portal]</p> <p>Documents or services include:</p> <ul style="list-style-type: none"> <li>• Copy of DD214</li> <li>• Social Security Card</li> <li>• Birth Certificate</li> <li>• Driver's License</li> <li>• Other:</li> <li>• Transportation</li> <li>• Reentry Resource Guide</li> <li>• Institution Job History</li> <li>• Housing Plan</li> <li>• S.T.R.I.V.E.</li> <li>• A.P.A. Workshop</li> <li>• SSA Screening</li> <li>• Community Linkage Package</li> <li>• Medicaid Application</li> <li>• PASRR Nursing Home</li> <li>• Career Passport to Forwarding Address</li> <li>• Recovery Service Discharge &amp; Prognosis</li> <li>• Ohio Benefit Bank Registration</li> </ul>	<p>17. What <b>accountability system</b> is in place to <i>oversee the completion</i> of each item or service on the RPLAN per inmate?</p> <p><b>For example:</b></p> <p>* UMC <b>filtering a list</b> of 60-day, 30-day inmates <b>on the 1<sup>st</sup> of each month</b> and distributing to each Case Mgr for interaction/completion.</p> <p>* Required <b>date-driven checkpoint meetings</b> at 120, 90, 60, or 30 days between Case Mgr and inmate(s)?</p> <p>* Unit Management '<b>tracking board</b>' that is updated weekly for remaining tasks per inmate w/ less than one week.</p> <p>*Other:</p> <p>*Other:</p>
<p><b>SUMMARY AND RECOMMENDATIONS</b></p>	
<p>18. Overall, how well do you feel that the institution has prepared inmates for post-release reentry?</p>	<p><input type="checkbox"/> Exceptional If exceptional, why?</p> <p><input checked="" type="checkbox"/> Good</p> <p><input type="checkbox"/> Acceptable</p> <p><input type="checkbox"/> In need of improvement If in need, why?</p>
<p>19. How could this institution better prepare all inmates for reentry?</p>	<p>(see Reentry Coord)</p>
<p>Additional comments:</p>	



Facility: CCF  
Date: \_\_\_\_\_

Unit Management Chief (UMC) Reentry Interview Questions

CLASSIFICATION REVIEWS	
1. How many inmates are past due for their classification reviews?  • Ask UMC to run report of past due security classifications. Highlight all of those over one month past due. Ask UMC for reasoning of those highlighted.	Number inmates on Past Due Report: _____ # More than one month Past Due: _____ # Reasons for overdue reviews:
STAFFING	
2. Current Staffing: I CM 5 UM (ITW) II Correctional Counselor/Sergeant (ITW) 5 Secretaries (units)	3. How many vacancies? <u>2 vacancies</u>
UNIT PROGRAMS	
Reentry approved program numbers (See attached table) 4. Who leads these programs? <u>Core Mgrs.</u>	5. How many programs are unit staff expected to facilitate? <u>2 hours a week</u> <u>82 year (2 equate)</u>
6. Describe initiatives to increase inmate enrollment in reentry approved programs? <u>TWL-UM - OBB, WOTC, + for</u>	<u>Graduation</u> <u>Incentive Program</u> 80% (enrollment) <u>Family Days</u> certificates
7. Describe initiatives to increase inmate completions in reentry approved programs?	↓
8. How do you track inmate enrollment/completions of reentry program?	<u>Reentry Commissioner Does @ quarterly Report</u>
9. Describe communication between security staff and unit staff. <u>UM have to provide updates + feedback</u>	<u>GOOD</u> <u>Operations Meeting</u> <u>UM - get copy of Incident Report</u>
PURPOSEFUL ACTIVITIES	
Request list of additional unit-based activities or purposeful activities available to the inmate population. <u>Book Clubs</u> <u>Puzzles</u>	10. Which of these programs promote reading skills? 11. Which of these programs promote work skill attainment? <u>Yes</u> <u>Core Guides (EDP)</u> <u>Programs - Puzzles</u>
12. Overall, what are the barriers to access to purposeful activities and reentry programming at your institution?	13. How can access be improved? <u>Recd.,</u> <u>Resume</u> <u>Presentations</u>

14. How many additional activities are unit staff expected to facilitate?	List/Describe	
15. Do you have any inmate facilitated programs?	<input checked="" type="radio"/> YES <input type="radio"/> NO	List of programs <i>will have lists</i>
16. Do you have any inmate groups/organizations?  <i>7</i>	<input checked="" type="radio"/> YES <input type="radio"/> NO	Name of programs and current enrollment. <i>Art Club, Cultural Affairs, Writers Club, Reentry Group, Fish Club, Veterans</i>
17. Have you completed your most recent Needs Assessment Survey? <input checked="" type="radio"/> YES <input type="radio"/> NO *Request copy	What were the major take-away findings? Anything you would like mentioned in the report? <i>working on it</i>	
18. Is there any additional information regarding how well the institution prepares inmates for reentry?		
<b>CONTACT WITH COMMUNITY</b>		
19. What does the institution do to promote inmate communication with family, friends and the community?		
20. What barriers exist to inmates communicating with family, friends, or the community at this institution?		
21. Do you have a local reentry coalition?	23. Who attends these? How often are the meetings?	
22. What other county reentry coalition meetings do you attend?	24. What do you do with the information that you receive from these meetings?	
25. Describe the level of in-reach from local community service providers or agencies.	*Request number of current volunteers (report from DOTS)	
26. When was your last job fair? _____  How many inmates attended? _____ How were inmates selected to attend? _____	27. What groups/agencies/providers attended (# attended)?	

<p>28. Request list of community service activities available to the inmate population.</p>	<p>29. Which of these programs promote reading skills?  <i>All</i></p> <p>30. Which of these programs promote work skill attainment?</p>
<p><b>REENTRY</b></p>	
<p>31. <u>RPLAN</u> Review: What percentage of inmates released within the past 60 days had a completed RPLAN when they left the institution?</p> <hr/> <ul style="list-style-type: none"> <li>• Ask UMC to run report of all inmates released within the past 60 days. Randomly select 20 inmates and ensure that their RPLAN was completed before their release.</li> <li>• Make sure the inmates were not released on Judicial Release</li> </ul> <p><i>Reviewed 24 files  4 were NOT fully completed.</i></p>	<p>32. What accountability system is in place to oversee the completion of each item or service on the RPLAN per inmate?</p> <p><b>For example:</b></p> <ul style="list-style-type: none"> <li>* UMC filtering a list of 60-day, 30-day inmates on the 1<sup>st</sup> of each month and distributing to each Case Mgr for interaction/completion.</li> <li>* Required date-driven checkpoint meetings at 120, 90, 60, or 30 days between Case Mgr and inmate(s)?</li> <li>* Unit Management 'tracking board' that is updated weekly for remaining tasks per inmate w/ less than one week.</li> </ul>
<p>33. What special programs or activities does this institution have to prepare inmates for reentry?</p>	<p><i>see list.</i></p>
<p><b>SUMMARY AND RECOMMENDATIONS</b></p>	
<p>34. How could this institution better prepare all inmates for reentry?</p>	<ul style="list-style-type: none"> <li>• <i>Community</i> —</li> <li>• <i>Planning</i></li> <li>• <i>Allow inmates to receive programming w/o meter time on sentence</i> —</li> </ul>
<p>Additional comments:</p>	

Corrections Analyst: \_\_\_\_\_

Facility: CCT  
Date: 10/19/16

*50 Tutors*

**PRINCIPAL INTERVIEW**

**EDUCATIONAL PROGRAM EVALUATION (ORC 103.73) [for feedback to Principal]**

CIIC CLASSROOM REVIEW	
1. Overall, classroom management and student behavior were rated as:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> <i>Brick B</i> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/> <i>Pr-GED, GED</i>
2. Overall, instructional strategies and teaching methods were rated as:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
3. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc.	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
CIIC DOCUMENT REVIEW	
4. Overall, lesson plans were rated:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> <i>Lesson Plans Monthly</i> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/> <i>Send to Asst. Principal &amp; Principal</i>
5. Overall, student educational goal agreements were rated:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>

**EDUCATIONAL ADMINISTRATOR INTERVIEW [with input from Principal]**

STUDENT POPULATION and ACCESS	
6. Current educational staff <i>1 Review</i> <i>1 Asst - Start in Dec.</i>	Principal: <u>1</u> Assistant Principal Teachers <u>16</u> Academic, <u>3</u> C-T, <u>1</u> Asst. <u>1</u> etc. <u>3</u> Vocational Guidance Counselor Educational Specialists Intervention Specialists Other: _____ Other: _____
7. Current vacancies ( <u>1</u> total) <i>Asst - hired</i>	Positions: _____
8. What is the average or approximate student/teacher ratio?	Academic <u>1 to 20</u> Career/Tech <u>15 to 20 to 1</u> Other _____
9. Number certified inmate tutors?	Academic _____ Career/Tech _____ Other <u>Approx. 50 tutors</u>
10. Are there plans to expand the training/use of certified inmate tutors in delivering education?	<u>1 quarter / New ones</u>
11. What initiatives have been implemented to increase access to educational programs? <i>Needs assessment</i>	10a. GED initiatives: What funding sources will you tap for payment of GED online tests?
12. Describe education delivery (method & frequency) to segregation (to assure delivery no later than 60 days after segregation placement per Policy 57-EDU-02.) <i>LPH - talk work to them</i>	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming? <u>Form</u> 11b. How are Principal rounds documented in the segregation unit? <i>Weekly</i> 11c. How much time and what tasks are addressed by the Principal during rounds in segregation? <i>Make sure receiving work, Document is signed off, Monitor &amp; teachers getting work back</i>

Corrections Analyst: \_\_\_\_\_

Facility: \_\_\_\_\_

Date: \_\_\_\_\_

STAFF PROFESSIONAL DEVELOPMENT		
13. Describe opportunities and support for staff professional development: <ul style="list-style-type: none"> <li>Membership in association, trade, or professional group</li> <li>Attendance at association, trade, professional conferences</li> <li>Tuition support for continuing education or development</li> </ul>	TAC Computer Workshops online training	
14. Describe opportunities for internal evaluation and improvement: <ul style="list-style-type: none"> <li>Principal evaluation of teachers - Yes / Annually</li> <li>Informal peer teacher feedback</li> </ul>	Workshops with scope Yes - tuition	
15. Describe system for rewarding/incentivizing continuous professional development.	Meetings, Good Jobs, Teamwork	
SECURITY		
16. Is security staff on duty in the area during programming?	YES	NO
17. Where is security staff located within the school setting?	Out in school	
18. Are teachers issued man-down instruments?	YES	NO
19. Are all instructional materials and tools stored and accounted for in a safe manner?	YES	NO
Special education files		
INSTITUTIONAL NEEDS ASSESSMENT		
20. Date of last annual institutional needs assessment:	11/2015	[REQUEST COPY]
21. What positives, negatives, or other 'take away' findings emerged?	a. - b. -	
SPECIALIZED EDUCATIONAL PROGRAMMING		
22. Does your institution offer any of the following specialized educational programs: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Career-Technical Education ✓</li> <li><input checked="" type="checkbox"/> Career Enhancement Programs (5 week modules in employment readiness, trades, and safety) ✓</li> <li><input checked="" type="checkbox"/> Advanced Job Training (AJT) - college courses ✓</li> <li><input checked="" type="checkbox"/> Apprenticeship Programs ✓</li> <li><input type="checkbox"/> Title I (for educationally disadvantaged under 21 years) NP</li> <li><input checked="" type="checkbox"/> Transitional Education Program (TEP) ✓</li> <li><input type="checkbox"/> Education Intensive Prison Program (EIPP) NP</li> </ul>	Apprenticeships: Dog Program Animal Trainer Jawstone Farmwork Recor. Operator Health care - Farm work - Farm medicine	
23. What additional specialized educational programs are available?	a. - b. - Tutoring	
INSTRUCTIONAL MATERIALS and TECHNOLOGY		
24. Overall, are instructional materials provided to every student?	YES	NO GED BOOKS
25. Are instructional materials copyrighted or teacher-made?	Academic - Career/Tech - Other -	Copyright date:
26. Describe inmate student use of technology, if any.	Academic - Career/Tech - Other -	Smartboard Brightlinks TV's tablets
27. To what degree is all technology currently working?	Are repairs pending? Yes	

Facility: \_\_\_\_\_

Date: \_\_\_\_\_

**PRINCIPAL INTERVIEW**

**EDUCATIONAL PROGRAM EVALUATION (ORC 103.73) [for feedback to Principal]**

CIIC CLASSROOM REVIEW	
1. Name of teacher/program facilitator	
2. Overall, classroom management and student behavior were rated as:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
3. Overall, instructional strategies and teaching methods were rated as:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
4. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc.	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>

**EDUCATIONAL ADMINISTRATOR INTERVIEW**

STUDENT POPULATION and ACCESS	
5. Current educational staff	_____ Principal; _____ Assistant Principal _____ Teachers (_____ Academic, _____ C-T, _____ AJT, _____ etc.) _____ Guidance Counselor _____ Educational Specialists _____ Intervention Specialists _____ Other: _____ _____ Other: _____
6. Current vacancies (___ total)	Positions: _____
7. What is the average or approximate student/teacher ratio?	Academic _____ Career/Tech _____ Other _____
8. Number certified inmate tutors?	Academic _____ Career/Tech _____ Other _____
9. Are there plans to expand the training/use of certified inmate tutors in delivering education?	
10. What initiatives have been implemented to increase access to educational programs and/or increase GED attainment?	<i>Reduction of fees, visitors                      Caps &amp; Crowns                      Good Days</i>
11. Describe education delivery to segregation (to assure delivery no later than 60 days after segregation placements, per Policy 57-EDU-02.)	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming?
STAFF PROFESSIONAL DEVELOPMENT	
12. Describe opportunities and support for staff professional development:	
<ul style="list-style-type: none"> <li>• Membership in association, trade, or professional group</li> <li>• Attendance at association, trade, professional conferences</li> <li>• Tuition support for continuing education or development</li> </ul>	
13. Describe opportunities for internal evaluation and improvement:	
<ul style="list-style-type: none"> <li>• Principal evaluation of teachers</li> <li>• Informal peer teacher feedback</li> </ul>	

Facility: \_\_\_\_\_

Date: \_\_\_\_\_

INSTITUTIONAL NEEDS ASSESSMENT	
14. Date of last annual institutional needs assessment: _____ *Request copy	15. What positives, negatives, or other 'take away' findings emerged?
SPECIALIZED EDUCATIONAL PROGRAMMING	
16. What educational programming does your institution offer? <input type="checkbox"/> Pre-GED <input type="checkbox"/> GED <input type="checkbox"/> ABLE <input type="checkbox"/> Literacy <input type="checkbox"/> Special Education Does your institution offer any of the following specialized educational programs: <input type="checkbox"/> Vocational Programs (career-tech, career enhancement): _____ <input type="checkbox"/> Advanced Job Training (college courses): _____ <input checked="" type="checkbox"/> Apprenticeship Programs: _____ <input type="checkbox"/> Title 1 (for educationally disadvantaged under 21 years) <input type="checkbox"/> Transitional Education Program (TEP) <input type="checkbox"/> Education Intensive Prison Program (EIPP) Are there any additional specialized educational programs available? _____	
INSTRUCTIONAL MATERIALS and TECHNOLOGY	
17. Overall, are instructional materials provided to every student?	YES NO
18. Describe inmate student use of technology, if any.	Academic - Career/Tech - Other -
19. To what degree is all technology currently working?	Are repairs pending?
20. What additional technology is planned? <sup>has own</sup> <del>at server</del> → have their own info. -	think clients / IPEP's
OVERALL	
21. Who maintains the children's reading room in visitation? Librarian	22. How many documented hours are reported for reading room utilization? <input type="checkbox"/> Review report <i>checking in</i>
23. Overall, how well is the institution providing inmates with academic instruction and preparing them to take the GED?	<i>Good Job</i>
24. What are you particularly proud of in terms of education at your facility?	<i>(Dedication) Teachers</i>
25. What are the biggest challenges confronting academic instruction?	<i>Resources so limited</i>

Additional Comments:

Inspector: CADAMS

676-16  
 Facility: CCF

OPI MOD (Refrurb., Paint, Machine Shop, Fabrication, Welding Shop)  
 OPI Chair + MATTRESS

AREA INSPECTED: OPI

FACILITIES and MAINTENANCE	COMMENTS	
1. Description of OPI area	Nice large area - Busy, clean.	
2. Are there any maintenance issues with the equipment?	YES <input checked="" type="radio"/> NO	TRAINING CONDUCTED ALSO NEED TO DO TRAINING ON EACH piece of equipment -
3. How often is equipment checked per safety standards?		
4. Are inmates searched before and after their shifts?	<input checked="" type="radio"/> YES NO	HAVE AN OFFICER ASSIGNED + A METAL DETECTOR.
PERSONNEL	COMMENTS	
5. What OPI shops are located at this facility?	OPI Chair + MATTRESS OPI MOD (Refrurb., Paint, Machine Shop, Fabrication, Welding Shop)	
6. How many inmates work in OPI at this institution?	# total OPI inmate employees <u>116</u> 69.09% White, 30.30% Black, .61% other	
7. How are inmates selected for OPI jobs?	GED, JOB POSTINGS, INTERVIEW, SKILL SET → SKILL SET, TEST-OUT (POSTING)	
8. Do you have a wait list of the inmates who wish to work in your OPI shop(s)?	<input checked="" type="radio"/> YES NO	
9. What is the average monthly wage for inmates in this/these OPI shop(s)?	Average 2 MONTH = 150.00 TO 180.00 2 MONTH	
10. Do inmates receive performance evaluations? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES NO	Observed Inmate files + evaluations
11. Can inmates obtain documentation regarding their OPI work performance upon their release?	<input checked="" type="radio"/> YES NO	As well as letters of recommendation if good workers
12. How many staff members supervise the inmates during the hours of operation?	Various staff / Security + OPI	
TRAINING	COMMENTS	
13. Are all inmate workers trained on proper handling of equipment?	<input checked="" type="radio"/> YES NO	Looking to make sure trained on every piece of equipment, as well as safety
14. How is the training conducted?	TRAINING + AND TRAINING TEST & BOOKS - LOOKING AT MORE TRAINING VIDEOS	
15. What specific work skills are taught through this shop?	Safety, Reading, Writing, Painting, Refurbishing, Machine Operator, Fabric, Welding	
16. Are there any certifications available for this shop?	<input checked="" type="radio"/> YES NO	

Postings  
 Applicants  
 Skills

Need to Document  
 better on their  
 records



Inspector: C Adams

Facility: OCI  
Date: 10/22/16

<p>17. How many inmate workers are enrolled in an approved apprenticeship program? <u>NTA</u></p>	<p>List apprenticeships: Had Discussion: OPI is looking at creating Apprenticeship Programs</p>
<p>18. What barriers to apprenticeships exist? <u>Barriers -&gt; Lawsuits</u></p>	<p>Need to Implement Apprenticeships.</p>
<p>19. Describe the connection between the OPI shop and post-release employment opportunities.</p>	<p>OPI hires ex-offenders, as well as will provide letters of Recommendation for Job Searches</p>
<p>20. What do OPI supervisors or other OPI staff do to facilitate post-release work opportunities?</p>	<p>The OPI staff at Central office</p>
<p>ADDITIONAL COMMENTS (including description of OPI area): <u>to hire ex-offenders.</u></p>	
<p>Need to Develop Apprenticeship Programs. Look at Training for all Machinery being utilized. Need to Review Rec'd balances w/ Rec'd balances of facility — STAFF relayed they will be merging another Chair factory with the Chair factory at OCI. (More inmate jobs)</p>	

ENVIRONMENTAL SUSTAINABILITY CHECKLIST

Inspector: Jackson

Facility: CCI

Date: 10-18-16

Energy Conservation										
1. Who is your designated Energy Conservation or Recycling Coordinator (position title only)?	<u>Bus. Admin 1</u>									
2. What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)?	<u>BAI - Maint. Supv. 2 - Power Plant Supervisor</u>									
3. What staff member is the designated building operator?	<del>XXXXXXXXXX</del> - <u>Maint. Sect. 2</u>									
4. Was the most recent sustainability audit completed by June 15, 2016? Date:										
5. What energy conservation strategies were developed in the most recent sustainability audit?	<ul style="list-style-type: none"> <li>- Room Sensors purchased</li> <li>- Exhaust Fans (will install) - purchased but not in place</li> <li>- Recycling Baled Alum. cans, &amp; Cardboard</li> </ul>									
6. What was the annual usage for the following utilities in FY 2015 and 2016?	<table border="0"> <tr> <td>Natural Gas</td> <td>2015: <u>201,775</u></td> <td>2016: <u>159,886</u></td> </tr> <tr> <td>Water</td> <td>2015: <u>324,585,820</u></td> <td>2016: <u>306,730,000</u></td> </tr> <tr> <td>Electricity</td> <td>2015: <u>9,760,726</u></td> <td>2016: <u>8,086,427</u></td> </tr> </table>	Natural Gas	2015: <u>201,775</u>	2016: <u>159,886</u>	Water	2015: <u>324,585,820</u>	2016: <u>306,730,000</u>	Electricity	2015: <u>9,760,726</u>	2016: <u>8,086,427</u>
Natural Gas	2015: <u>201,775</u>	2016: <u>159,886</u>								
Water	2015: <u>324,585,820</u>	2016: <u>306,730,000</u>								
Electricity	2015: <u>9,760,726</u>	2016: <u>8,086,427</u>								
7. What were the annual costs for the following utilities in FY 2015 and 2016?	<table border="0"> <tr> <td>Natural Gas</td> <td>2015: <u>1,026,812.03</u></td> <td>2016: <u>1,028,700</u></td> </tr> <tr> <td>Water</td> <td>2015: <u>459,043</u></td> <td>2016: <u>329,206</u></td> </tr> <tr> <td>Electricity</td> <td>2015: <u>923,793</u></td> <td>2016: <u>72,655</u></td> </tr> </table>	Natural Gas	2015: <u>1,026,812.03</u>	2016: <u>1,028,700</u>	Water	2015: <u>459,043</u>	2016: <u>329,206</u>	Electricity	2015: <u>923,793</u>	2016: <u>72,655</u>
Natural Gas	2015: <u>1,026,812.03</u>	2016: <u>1,028,700</u>								
Water	2015: <u>459,043</u>	2016: <u>329,206</u>								
Electricity	2015: <u>923,793</u>	2016: <u>72,655</u>								
8. Are institution staff made aware of the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<p>If so, how? <u>Signs Posted in 2A, Admin Building, &amp; Roll call from time to time. &amp; E-mails</u></p>									
9. Are inmates made aware of and trained regarding the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<p>If so, how? <u>Posted in Living units</u> <del>XXXXXXXXXX</del></p>									

**ENVIRONMENTAL SUSTAINABILITY CHECKLIST**

Inspector: Jackson

Facility: CCI

Date: 12-18-16

Waste Reduction	
10. What were the noticeable trends in waste disposal for the previous 12 months?	With combined efforts of sorting on site in the units and at the final disposal site our numbers have increased in volume, however most all recyclables have seen a decline in paid revenue in Ohio and across the US.
11. What waste diversion tactics were developed as a result of the audit?	More spot checks in the food service area to make sure we are recycling all cardboard and metal cans.
12. How is food waste diverted? Does the institution have a composting operation?	Via use of the Pulpa daily } can't compost because of the river no
13. How is the information tracked?	Weights monitored closely on the food service dumpster.
14. Were local agencies, such as the health department, were used to assist in the audit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If so, which agency was used?	
Recycling	
15. What is the most recycled item at the institution? Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Card board <input checked="" type="checkbox"/> Metal/Aluminum cans <input type="checkbox"/>	
16. How much money did the institution earn through its recycling program?	Sustainability Report - Not as high as previous years because
17. Did the institution have access to 50% of the earnings? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, what was the money used for?	as much as possible plastic but its getting better Plastic push carts, recycling boxes, hitch on recycling truck, baler wire
18. Does your facility have a material compactor? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If not, what institution is the closest in proximity to recycle your items?	better now w/ new warden
19. How do you dispose of recycled materials?	Haul to local recycling center which currently is Rumpke.

## E. GLOSSARY OF TERMS

### A

- Administrative Assistant (AA) – Staff member who is an assistant to the Warden and typically responsible for reviewing RIB (Rules Infraction Board) decisions and RIB appeals.
- Adult Basic Education (ABE)/Literacy – Literacy classes are for student with reading levels at 226 and below the CASAS. The ABE/Literacy Unit consist of two afternoon sessions. Students attend school approximately 1 ½ hours each day on Monday – Thursday. Students work individually or in small groups with tutors and focus on improving their reading and math skills. All tutors in the ABE/Literacy Unit are certified through a 10 hour training course.

### B

- Brunch – Served on weekends as a cost savings initiative.
- Bureau of Classification – Office located at the DRC Operation Support Center responsible with the ultimate authority for inmate security levels, placement at institutions, as well as transfers.
- Bureau of Medical Services – Office located at the DRC Operation Support Center responsible for direct oversight of medical services at each institution.
- Bureau of Mental Health Services – Office located at the DRC Operation Support Center responsible for direct oversight of Mental Health Services at each institution.

### C

- Case Manager – Staff member responsible for assisting inmates assigned to their case load and conducting designated core and authorized reentry programs.
- Cellie/Bunkie – An inmate’s cellmate or roommate.
- Chief Inspector – Staff member at the DRC Operation Support Center responsible for administering all aspects of the grievance procedure for inmates, rendering dispositions on inmate grievance appeals as well as grievances against the Wardens and/or Inspectors of Institutional Services.
- Classification/Security Level – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
- Close Security – See Level 3
- Computer Voice Stress Analysis (CVSA) – A device, which electronically detects, measures, and charts the stress in a person’s voice following a pre-formatted questionnaire. Used as a truth seeking device for investigations.
- Conduct Report/Ticket – Document issued to inmate for violating a rule.
- Contraband – items possessed by an inmate which, by their nature, use, or intended use, pose a threat to security or safety of inmates, staff or public, or disrupt the orderly operation of the facility. items possessed by an inmate without permission and the location in which these items are discovered is improper; or the quantities in which an allowable item is possessed is prohibited; or the manner or method by

which the item is obtained was improper; or an allowable item is possessed by an inmate in an altered form or condition.

## D

- Deputy Warden of Operations (DWO) – Staff member at each institution in charge of monitoring the Major, custody staff, the Unit Management Administrator, Unit Managers, Case Managers, and the locksmith. Other areas include count office, mail/visiting, Rules Infraction Board, segregation unit, and recreation. The Deputy Warden of Operations is also responsible for reviewing use of force reports and referring them to a Use of Force Committee when necessary for further investigation.
- Deputy Warden of Special Services (DWSS) – Staff member at each institution in charge of monitoring education, the library, inmate health services, recovery services, mental health services, religious services, Ohio Penal Industries, and food service.
- Disciplinary Control (DC) – The status of an inmate who was found guilty by the Rules Infraction Board and his or her penalty is to serve DC time. An inmate may serve up to 15 days in DC.

## F

- Food Service Administrator – An employee within the Office of Administration Services educated in food service management and preparation, to manage DRC food service departments.

## G

- GED/PRE-GED – Pre-GED classes are for those who have a reading score between a 227 through 239 on level C or higher of the CASAS test. GED classes are for those who have a reading score of 240 on level C or higher on the CASAS test. Students attend class 1 ½ hours each day, Monday – Thursday. Students study the five subjects measured by the GED. In addition to class work, students are given a homework assignment consisting of a list of vocabulary words to define and writing prompt each week. All GED and Pre-GED tutors are certified through a 10-hour training course.
- General Population (GP) – Inmates not assigned to a specialized housing unit.

## H

- Health Care Administrator (HCA) – The health care authority responsible for the administration of medical services within the institution. This registered nurse assesses, directs, plans, coordinates, supervises, and evaluates all medical services delivered at the institutional level. The HCA interfaces with health service providers in the community and state to provide continuity of care.
- Hearing Officer – The person(s) designated by the Managing Officer to conduct an informal hearing with an inmate who received a conduct report.
- Hooch – An alcoholic beverage.

**I**

- Industrial and Entertainment (I and E) Funds – Funds created and maintained for the entertainment and welfare of the inmates.
- Informal Complaint Resolution (ICR) – The first step of the Inmate Grievance Procedure (IGP). Inmates submit ICRs to the supervisor of the staff member who is the cause of the complaint. Staff members are to respond within seven calendar days. Timeframe may be waived for good cause.
- Inmate Grievance Procedure (IGP) – The inmate grievance procedure is a three step administrative process, established in DRC Administrative Rule 5120-9-31. The grievance procedure allows for investigation and nonviolent resolution of inmate concerns. The first step is an informal complaint resolution, which the inmate submits to the supervisor of the staff person or department responsible for the complaint. The second step is a notification of grievance, submitted to the Inspector. The final step is an appeal of the Inspector's disposition to the Chief Inspector at the DRC Operation Support Center.
- Inspector of Institutional Services (IIS) – Staff person at the institution in charge of facilitating the inmate grievance procedure, investigating and responding to inmate grievances, conducting regular inspections of institutional services, serving as a liaison between the inmate population and institutional personnel, reviewing and providing input on new or revised institutional policies, procedures and post orders, providing training on the inmate grievance procedure and other relevant topics, and any other duties as assigned by the Warden or Chief Inspector that does not conflict with facilitating the inmate grievance procedure or responding to grievances.
- Institutional Separation – An order wherein two or more inmates are not assigned to general population in the same institution due to a concern for the safety and security of the institution, staff, and/or other inmates.
- Intensive Program Prison (IPP) – Refers to several ninety-day programs, for which certain inmates are eligible, that are characterized by concentrated and rigorous specialized treatment services. An inmate who successfully completes an IPP will have his/her sentence reduced to the amount of time already served and will be released on post-release supervision for an appropriate time period.
- Interstate Compact – The agreement codified in ORC 5149.21 governing the transfer and supervision of adult offenders under the administration of the National Interstate Commission.

**K**

- Kite – A written form of communication from an inmate to staff.

**L**

- Local Control (LC) – The status of an inmate who was referred to the Local Control Committee by the Rules Infraction Board. The committee will decide if the inmate has demonstrated a chronic inability to adjust to the general population or if the inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. A committee reviews the inmate's status every 30 days for release consideration. The inmate may serve up to 180 days in LC.

- Local Separation – An order wherein two or more inmates are not permitted to be assigned to the same living and/or work area, and are not permitted simultaneous involvement in the same recreational or leisure time activities to ensure they are not in close proximity with one another.

## N

- Notification of Grievance (NOG) – The second step of the Inmate Grievance Procedure (IGP). The NOG is filed to the Inspector of Institutional Services and must be responded to within 14 calendar days. Timeframe may be waived for good cause.

## M

- Maximum Security – See Level 4
- Medium Security – See Level 2
- Mental Health Caseload – Consists of offenders with a mental health diagnosis who receive treatment by mental health staff and are classified as C-1 (SMI) or C-2 (Non-SMI).
- Minimum Security – See Level 1

## O

- Ohio Central School System (OCSS) – The school district chartered by the Ohio Department of Education to provide educational programming to inmates incarcerated within the Ohio Department of Rehabilitation and Correction.
- Ohio Penal Industries (OPI) – A subordinate department of the Department of Rehabilitation and Correction. OPI manufactures goods and services for ODRC and other state agencies.

## P

- Parent Institution – The institution where an inmate is assigned to after reception and will be the main institution where the inmate serves his or her time. The parent institution is subject to change due to transfers.
- Protective Control (PC) – A placement for inmates whose personal safety would be at risk in the General Population (GP).

## R

- Reentry Accountability Plan (RAP) – Plan for inmates, which includes the static risk assessment, dynamic needs assessment, and program recommendations and participation.
- Residential Treatment Unit (RTU) – The Residential Treatment Unit is a secure, treatment environment that has a structured clinical program. All offenders enter at the Crisis and Assessment Level (Level 1). This level is designed to assess conditions and provide structure for the purpose of gaining clinical information or containing a crisis. The disposition of the assessment can be admission to the treatment levels of the RTU, referral to OCF, or referral back to the parent institution.

- Rules Infraction Board (RIB) – A panel of two staff members who determine guilt or innocence when an inmate receives a conduct report or ticket for disciplinary reasons.

## S

- Security Control (SC) – The status of an inmate who is pending a hearing by the Rules Infraction Board for a rule violation, under investigation or pending institutional transfer and needs to be separated from the general population. Inmates may be placed in SC for up to seven days. The seven day period can be extended if additional time is needed.
- Security Level/Classification – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
  - Level 1A Security (Minimum) – The lowest security level in the classification system. Inmates classed as Level 1 have the most privileges allowed. Inmates in Level 1 who meet criteria specified in DRC Policy 53-CLS-03, Community Release Approval Process, may be eligible to work off the grounds of a correctional institution. Level 1A inmates may be housed at a correctional camp with or without a perimeter fence and may work outside the fence under periodic supervision. Level 1A replaces the classification previously known as “Minimum 1 Security.”
  - Level 1B Security (Minimum) – The second lowest level in the classification system. Level 1B inmates may be housed at a correctional camp with a perimeter fence and may work outside of the fence under intermittent supervision. However, Level 1B inmates who are sex offenders are not permitted to work or house outside of a perimeter fence. Level 1B inmates may not work off the grounds of the correctional institution. Level 1B replaces the classification previously known as “Minimum 2 Security.”
  - Level 2 Security (Medium) – A security level for inmates who are deemed in need of more supervision than Level 1 inmates, but less than Level 3 inmates. Level 2 replaces the classification previously known as “Medium Security.”
  - Level 3 Security (Close) – This is the security level that is the next degree higher than Level 2, and requires more security/supervision than Level 2, but less than Level 4. Level 3 replaces the classification previously known as “Close Security.”
  - Level 4 Security (Maximum) – This is the security level that is the next degree higher than Level 3, and requires more security/supervision than Level 3, but less than Level 5. It is the security level for inmates whose security classification score at the time of placement indicates a need for very high security. It is also a classification for those who are involved in, but not leading others to commit violent, disruptive, predatory or riotous actions, and/or a threat to the security of the. Level 4 replaces the classification previously known as “Maximum Security.”



- Level 4A Security (Maximum) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee’s approval, after a review of the inmate’s status in level 4.
- Level 4B Security (Maximum) – The most restrictive privilege level assigned to an inmate classified into level 4.
- Level 5 Security (Supermax) – A security level for inmates who commit or lead others to commit violent, disruptive, predatory, riotous actions, or who otherwise pose a serious threat to the security of the institution as set forth in the established Level 5 criteria. Level 5 replaces the classification previously known as “High Maximum Security.”
- Level 5A Security (Supermax) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee’s approval, after a review of the inmate’s status in level 5.
- Level 5B Security (Supermax) – The most restrictive privilege level assigned to an inmate classified into level 5.
- Security Threat Group (STG) – Groups of inmates such as gangs that pose a threat to the security of the institution.
- Separation – See Institutional Separation and Local Separation
- Seriously Mentally Ill (SMI) – Inmates who require extensive mental health treatment.
- Shank – Sharp object manufactured to be used as a weapon.
- Special Management Housing Unit (SMHU)/Segregation – Housing unit for those assigned to Security Control, Disciplinary Control, Protective Control, and Local Control.
- Supermax Security – See Level 5

## T

- Telemedicine – A two-way interactive videoconferencing system that allows for visual and limited physical examination of an inmate by a physician specialist while the inmate remains at his/her prison setting and the physician specialist remains at the health care facility. It also includes educational and administrative uses of this technology in the support of health care, such as distance learning, nutrition counseling and administrative videoconferencing.
- Transitional Control – Inmates approved for release up to 180 days prior to the expiration of their prison sentence or release on parole or post release control supervision under closely monitored supervision and confinement in the community, such as a stay in a licensed halfway house or restriction to an approved residence on electronic monitoring in accordance with section 2967.26 of the Ohio Revised Code.
- Transitional Education Program (TEP) – Learn skills to successfully re-enter society. Release dated within 90-180 days.

## U

- Unit Management Administrator (UMA) – Staff member responsible for overseeing the roles, responsibilities and processes of unit management staff in a decentralized or centralized social services management format. The UMA may develop

centralized processes within unit management, while maintaining the unit based caseload management system for managing offender needs. The UMA shall ensure that at least one unit staff member visits the special management areas at least once per week and visits will not exceed seven days in between visits.

- Unit Manager (UM) – Staff member responsible for providing direct supervision to assigned unit management staff and serving as the chairperson of designated committees. Unit Managers will conduct rounds of all housing areas occupied by inmates under their supervision.
- Use of Force – Staff is authorized to utilize force per DRC Policy 63-UOF-01 and Administrative Rule 5120-9-01, which lists six general circumstances when a staff member may use less than deadly force against an inmate or third person as follows:
  1. Self-defense from physical attack or threat of physical harm.
  2. Defense of another from physical attack or threat of physical attack.
  3. When necessary to control or subdue an inmate who refuses to obey prison rules, regulations, or orders.
  4. When necessary to stop an inmate from destroying property or engaging in a riot or other disturbance.
  5. Prevention of an escape or apprehension of an escapee.
  6. Controlling or subduing an inmate in order to stop or prevent self-inflicted harm.

Administrative Rule 5120-9-02 requires the Deputy Warden of Operations to review the use of force packet prepared on each use of force incident, and to determine if the type and amount of force was appropriate and reasonable for the circumstances, and if administrative rules, policies, and post orders were followed. The Warden reviews the submission and may refer any use of force incident to the two person use of force committee or to the Chief Inspector. The Warden must refer an incident to a use of force committee or the Chief Inspector. The Warden **must** refer an incident to a use of force committee or the Chief Inspector in the following instances:

- Factual circumstances are not described sufficiently.
- The incident involved serious physical harm.
- The incident was a significant disruption to normal operations.
- Weapons, PR-24 strikes or lethal munitions were used.

## W

- Warden – Managing officer of each correctional institution.

## Ohio Department of Rehabilitation and Correction Institution Acronyms

Allen Oakwood Correctional Institution.....	AOCI
Belmont Correctional Institution .....	BECI
Chillicothe Correctional Institution .....	CCI
Correctional Reception Center .....	CRC
Dayton Correctional Institution .....	DCI
Franklin Medical Center .....	FMC
Grafton Correctional Complex.....	GCC
Lake Erie Correctional Institution .....	LAECI
Lebanon Correctional Institution.....	LECI
London Correctional Institution.....	LOCI
Lorain Correctional Institution.....	LORCI
Madison Correctional Institution .....	MACI
Mansfield Correctional Institution .....	MANCI
Marion Correctional Institution.....	MCI
Noble Correctional Institution .....	NCI
North Central Correctional Complex.....	NCCC
Northeast Reintegration Center.....	NERC
Ohio Reformatory for Women .....	ORW
Ohio State Penitentiary .....	OSP
Pickaway Correctional Institution .....	PCI
Richland Correctional Institution.....	RICI
Ross Correctional Institution .....	RCI
Southeastern Correctional Complex-HCF	SCC-HCF
Southeastern Correctional Complex-SCI .....	SCC-SCI
Southern Ohio Correctional Facility.....	SOCF
Toledo Correctional Institution.....	TOCI
Trumbull Correctional Institution.....	TCI
Warren Correctional Institution.....	WCI

## F. ENDNOTES

- <sup>i</sup> Ohio Department of Rehabilitation and Correction, Chillicothe Correctional Institution website. Accessed at <http://www.drc.ohio.gov/cci>
- <sup>ii</sup> Information provided by the Office of Budget Planning and Analysis on April 27, 2015.
- <sup>iii</sup> Commission on Accreditation for Corrections. Standards Compliance Accreditation Audit, April 4-6, 2016. p.2.
- <sup>iv</sup> Ohio Department of Rehabilitation and Correction, "Institution Counts: CCI," provided on October 19, 2016.
- <sup>v</sup> Ibid.
- <sup>vi</sup> Ohio Department of Rehabilitation and Correction. Accessed at <http://www.drc.ohio.gov/Portals/0/Reentry/Reports/Staffing/October%202016.pdf?ver=2016-10-03-105856-493>
- <sup>vii</sup> Commission on Accreditation for Corrections. Standards Compliance Accreditation Audit, April 4-6, 2016.
- <sup>viii</sup> Chillicothe Correctional Institution, Internal Management Audit Report, January 26-28, 2016.
- <sup>ix</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2015 – December 2015.
- <sup>x</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2014 – December 2014.
- <sup>xi</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2015 – December 2015.
- <sup>xii</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2014 – December 2014.
- <sup>xiii</sup> Serious Misconduct in DRC Prisons, 2016 Annual Report, Ohio Department of Rehabilitation and Correction, April 29, 2016.
- <sup>xiv</sup> Ibid.
- <sup>xv</sup> Ibid.
- <sup>xvi</sup> Ibid.
- <sup>xvii</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2015 – December 2015.
- <sup>xviii</sup> Information provided by the Department of Rehabilitation and Correction, March 13, 2015.
- <sup>xix</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2015 – December 2015.
- <sup>xx</sup> Significant Incident Summary reports provided by the Chillicothe Correctional Institution for the following period: January 2014 – December 2014.
- <sup>xxi</sup> Information provided by the Department of Rehabilitation and Correction, March 19, 2015 and August 17, 2015.
- <sup>xxii</sup> Information provided by the Department of Rehabilitation and Correction, January 24, 2014 and October 8, 2014.
- <sup>xxiii</sup> Information provided by the Department of Rehabilitation and Correction, March 19, 2015 and August 17, 2015.
- <sup>xxiv</sup> Chillicothe Correctional Institution, staff interviews and survey results, October 18-20, 2016.
- <sup>xxv</sup> Ibid.
- <sup>xxvi</sup> Ibid.
- <sup>xxvii</sup> Serious Misconduct in DRC Prisons, 2016 Annual Report, Ohio Department of Rehabilitation and Correction, April 29, 2016.
- <sup>xxviii</sup> PREA Audit: Auditor's Summary Report Adult Prisons and Jails. Accessed at [http://www.drc.ohio.gov/Portals/0/PREA/CCI\\_PREA\\_April2016.pdf?ver=2016-08-15-140557-320](http://www.drc.ohio.gov/Portals/0/PREA/CCI_PREA_April2016.pdf?ver=2016-08-15-140557-320)
- <sup>xxix</sup> Ohio Department of Rehabilitation and Correction, Recovery Services FY 2015 Annual Report.
- <sup>xxx</sup> Chillicothe Correctional Institution, staff communication, October 18-20, 2016.
- <sup>xxxi</sup> Chillicothe Correctional Institution, Internal Management Audit Report, January 26-28, 2016.
- <sup>xxxii</sup> Chillicothe Correctional Institution, staff communication, October 18-20, 2016.
- <sup>xxxiii</sup> Ibid.
- <sup>xxxiv</sup> Chillicothe Correctional Institution Health Inspection, conducted on February 24, 2016. Provided by staff on October 19, 2016.

- 
- xxxv Chillicothe Correctional Institution Inspection Overview by the DRC Food Service Contract Monitor, conducted on August 11 and September 16, 2016.
  - xxxvi Chillicothe Correctional Employee Sign-in log, reviewed on October 18, 2016.
  - xxxvii Chillicothe Correctional Institution, personal communication, October 18-20, 2016.
  - xxxviii Ibid.
  - xxxix Ibid.
  - xl Ibid.
  - xli Ibid.
  - xlii Ibid.
  - xliii Ibid.
  - xliiv Ibid.
  - xlv Chillicothe Correctional Institution Fiscal Year 2016 and Fiscal Year 2017 Budget Status Report. Provided November 4, 2016.
  - xlvi Ibid.
  - xlvii Information provided by the Office of Budget Planning and Analysis on April 27, 2015.
  - xlviii Ibid.
  - lix Department of Rehabilitation and Correction Ohio Fiscal Standards Testing Report, January 2015 through September 2015.
  - i Department of Rehabilitation and Correction Office of Administration: Bureau of Fiscal Audits. Chillicothe Correctional Institution. April 1, 2012 through October 31, 2013. Report Finalized: March 12, 2014.
  - ii Department of Rehabilitation and Correction Total Institutional Overtime Fiscal Year 2015, Chillicothe Correctional Institution provided September 26, 2016.
  - iii Ibid.
  - iiii Chillicothe Correctional Institution Property Reimbursements CY 2015, provided October 18, 2016.
  - liv Chillicothe Correctional Institution Utility Data Reports, Enterprise Information Management System provided by Chillicothe Correctional Institution staff on October 18, 2016.
  - lv ODRC Sustainability Audit Annual Review, Chillicothe Correctional Institution, conducted in June 2016.
  - lvi Ibid.
  - lvii Ibid.
  - lviii Ibid.
  - lix Chillicothe Correctional Institution, staff interviews conducted October 20, 2016.
  - lx Chillicothe Correctional Institution, staff survey results, October 18-20, 2016.
  - lxi Ibid.
  - lxii Cultural Assessment, Chillicothe Correctional Institution, August 25-28, 2014.
  - lxiii CY 2015 DRC Performance Evaluations, Chillicothe Correctional Institution, provided October 18, 2016.
  - lxiv Ibid.
  - lxv Ibid.
  - lxvi Chillicothe Correctional Institution, FY 2015 Annual Training Report, provided on November 2, 2016.
  - lxvii Chillicothe Correctional Institution, staff communication, October 18-20, 2016.
  - lxviii Chillicothe Correctional Institution Vacancy List, provided on October 19, 2016.
  - lxix Chillicothe Correctional Institution, staff communication, October 18-20, 2016.
  - lxx Ibid.
  - lxxi Ibid.