



Northeast Ohio Correctional Center

July 9, 2013
July 10, 2013
July 25, 2013

**Adam Jackson,
Report Coordinator**

**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT
ON THE INSPECTION AND EVALUATION OF
NORTHEAST OHIO CORRECTIONAL CENTER**

Dates of Inspection: July 9, 2013
July 10, 2013
July 25, 2013

Type of Inspection: Unannounced

Legislators/CIIC Staff Present: Joanna E. Saul, Director
Gregory Geisler, Corrections Analyst II
Adam Jackson, Corrections Analyst II
Carol Robison, Corrections Analyst II
Darin Furderer, Corrections Analyst I
Jamie Hooks, Corrections Analyst I
Katelyn Gibbons, Intern
Jordan Finke, Legislative Aide to State Rep. Robert Hagan

Facility Staff Present: Warden Michael Pugh

CIIC spoke with many additional staff throughout the course of the inspection.

Institution Overview

Northeast Ohio Correctional Center (NEOCC) is a privately owned federal institution that houses “low” security male inmates for the Federal Bureau of Prisons (BOP) and the United States Marshals Service (USMS).ⁱ NEOCC also houses inmates from the Justice Prisoner and Alien Transportation System (JPATS) which is an agency managed by the USMS.^{ii,iii}

NEOCC, constructed in 1997, is located on approximately 135 acres in Youngstown, Ohio and has a capacity for 2,016 inmates.^{iv} As of July 9, 2013, NEOCC reported an average daily population of 2,148 inmates (106.5 percent of capacity) including 1,507 (70.2 percent) BOP inmates.^v As of 2012, there was an average population of 516 USMS inmates (24.0 percent) and 125 JPATS inmates (5.8 percent). The institution scored 100 percent compliance on the most recent ACA audit.^{1vi} The institution employs 443 staff on a \$20,000,000 payroll.^{vii}

¹ The most recent American Correctional Association (ACA) audit of the facility was conducted in 2013. According to staff, the institution received 100 percent on mandatory standards and 99.5 percent on non-mandatory standards. However, NEOCC denied CIIC’s request to review the actual ACA report. As a result, CIIC was unable to confirm this information.

Demographically, USMS inmates are from one of five eastern U.S. regions including the District of Columbia, New York, Northeast Ohio, Pennsylvania, and West Virginia.^{viii} Also, 55 percent of the USMS inmates are serving sentences based on drug conspiracy offenses. The average length of stay for USMS inmates is 133 days.^{ix} The average age range of USMS inmates is 26-35 years old.^x

In regard to the BOP population, 57 percent of the inmates are from Mexico.^{xi} More than half of the BOP population (58 percent) are serving sentences based on illegal entry or re-entry offenses. The average length of stay for BOP inmates is 133 days.^{xii} The average age of the BOP inmate population is 40-69 years old.^{xiii} This report will focus primarily on the BOP side which is the largest section of the facility.²

Inspection Overview

NEOCC is a high security facility that houses a low security population, which is challenging. In comparison to minimum security facilities in the state system, inmates have greater restrictions on their movement and staff are required to conduct more counts, which also limit inmate movement. NEOCC also offers fewer mental health and substance abuse services than prisons of similar security classification in the state system.

In addition, the facility has decreased its staffing considerably on the BOP side, in a manner that is not consistent with staffing patterns of similarly constructed facilities and which puts inmates and staff at risk. This is particularly troubling given that the inmates did report concerns in inflammatory areas (food and medical being the largest areas), as well as the perception that if they reported concerns through the institutional process, they would be retaliated against by staff via placement in segregation. The institution also engages in regular triple-celling, which can also be inflammatory. Staff document fewer and less staggered security rounds than exist in the state system. On the whole, there was no perceptible feeling of tension or that a situation was impending; still, the potential clearly exists.

However, the inspection was overall positive. The facility is very clean with very few critical incidents due to its low security population. Inmates did not report mistreatment by staff, both the grievance procedure and the disciplinary procedure appeared fair in their implementation, and the facility is in the process of providing more reentry assistance than might be expected for an institution housing inmates waiting to be deported to other countries. Staff have worked to address language barrier issues with their population. Staff have also implemented creative missions for some of their pods, including a wellness pod, that the state should look to as an example.

² During the inspection, CIIC staff conducted a walk-through of the USMS section of the facility as well.

I. INSPECTION SUMMARY

SAFETY AND SECURITY: GOOD³

INDICATORS	RATING	FINDINGS
Assaults	Exceptional	<ul style="list-style-type: none"> Total inmate on inmate assaults remained the same from 2010 to 2012. The rate of inmate on inmate assaults in 2012 was significantly lower than the comparator prisons as well as the state system average. Total inmate on staff assaults decreased by one from 2010 to 2012. The rate of inmate on staff assaults in 2012 was lower than the comparator prisons and significantly lower than the state system average.
Fights	Good	<ul style="list-style-type: none"> The rate of fight incidents increased 62.2 percent from 2010 to 2012. The total number of fights appears to be very low.
Use of Force	Good	<ul style="list-style-type: none"> Total uses of force increased by 13 in two years. The review of use of force reports indicated officers' responses to incidents were appropriate. The reports positively demonstrated that administrative staff conducts after action reviews. Two use of force packets contained incident reports which were verbatim indicating that staff worked together when filling out their statements.
Rounds	Acceptable	<ul style="list-style-type: none"> Housing unit officers are not required to conduct security check rounds every 30 minutes as in the state correctional system. Per policy, officers conduct "watch tours" once every hour when control calls the

³ 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>signal.</p> <ul style="list-style-type: none"> • A review of the employee sign-in logs indicated that executive staff are consistently making rounds in all housing units.
Security Management	In Need of Improvement	<ul style="list-style-type: none"> • Officer staffing levels have been significantly decreased, resulting in a potentially dangerous situation. • Staff were predominately consistent for required shakedowns with a few exceptions. • CIIC’s review of the cells indicated staff are ensuring inmates are following procedures, as there are no issues present. • There have been no homicides during the period evaluated by CIIC.

HEALTH AND WELLBEING: ACCEPTABLE

INDICATORS	RATING	FINDINGS
Unit Conditions	Good	<ul style="list-style-type: none"> • Most housing units were double celled. However, some inmates were triple-celled which raised an area of concern regarding safety for both inmates and staff. • The cell conditions of the pods were rated as exceptional or good. Most of the cells were neat and in good condition. • Most of the showers were also rated as exceptional or good. Each shower appeared to be thoroughly cleaned, with no maintenance concerns. The showers were the cleanest CIIC has observed since the start of the biennium. • 81.3 percent of inmate of inmate survey respondents (n=150) rated their housing unit as “clean” or “very clean.”
Medical Services	Good	<ul style="list-style-type: none"> • There are no backlogs for inmates waiting to be seen in sick call, or chronic care clinics. • All aspects of the medical department’s physical facilities were in excellent condition. • The institution has a wellness pod that housing chronic care patients

		<p>and inmates on the mental health caseload.</p> <ul style="list-style-type: none"> • Chronic care patients appear to be managed well by staff. • Inmates report low to moderate satisfaction with health services.
Mental Health Services	Acceptable	<ul style="list-style-type: none"> • There are no inmates waiting for assessment or on mandated medications. • There have been no suicides and only one suicide attempt in the period of evaluation. • However, there are no mental health programs or group therapy conducted at the facility. Inmates indicated a lack of access to mental health services. • Inmates must pay a co-pay to receive mental health services.
Drug and Alcohol Programming	In Need of Improvement	<ul style="list-style-type: none"> • Inmates indicated a lack of access to drug and alcohol services. • There are no drug and alcohol treatment programs, only educational programming. • Staff does not possess chemical dependency or licenses to treat inmates with substance abuse problems. • Only 1.4 percent of the population is participating in programs. • Volunteers are not utilized to facilitate NA/AA programs. • Inmates that are deemed deportable are not eligible for drug and alcohol programming.
Food Services	Good	<ul style="list-style-type: none"> • The institution passed its most recent health inspection with two minor violations. • NEOCC offers four pay grades to inmate workers with the possibility of earning incentive pay. • Although the two meals sampled by CIIC were rated by CIIC as acceptable or good, the primary concern relayed by inmates in all present and past inspections pertained to food.
Recreation	Acceptable	<ul style="list-style-type: none"> • Physical facilities appeared clean and orderly. There were four pieces of equipment in need of repair, however the institution has a bi-monthly

		<p>service contract.</p> <ul style="list-style-type: none"> • Inmates are offered an average range of activities for recreation. • Inmate survey respondents most often reported that the recreation schedule is only sometimes followed. • Over 80.0 percent of inmate respondents reported that they are unsatisfied or very unsatisfied with access to recreation.
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FAIR TREATMENT: GOOD

INDICATORS	RATING	FINDINGS
Staff/Inmate Interactions	Acceptable	<ul style="list-style-type: none"> • A lower percentage of inmates than at other institutions surveyed in 2013 reported that they had been harassed, threatened, or abused by staff at the institution. • However, inmates in several focus groups alleged that staff warn inmates not to report staff-related concerns and threaten that the inmate will be sent to segregation.
Inmate Discipline	Good	<ul style="list-style-type: none"> • Overall, the hearings were on level with some of the best in the state system, particularly with regard to the documentation and review of evidence prior to the guilty finding. • Staff provide the inmate with extensive discussion and explanation of the rationale behind the findings of the Disciplinary Hearing Officer. • Staff follow the BOP guidelines for sanctions. Positively, it is a clear system; negatively, sanctions may surpass what inmates would receive in the state system.
Inmate Grievance Procedure	Good	<ul style="list-style-type: none"> • CIIC's review of a random sample of 20 grievance dispositions (and the accompanying informal resolutions) indicated that all staff responses were professional. The grievance dispositions were very thorough. • All but one grievance filed in the first six months of 2013 was completed within three days.

Segregation	Good	<ul style="list-style-type: none"> • The units were very clear, albeit spartan. No cell security issues were observed. Inmates did not relay any concerns about the unit. • No cells were triple-bunked and many held only a single inmate. The unit was under capacity. • However, the outdoor recreation cages are significantly smaller than what is found in the state system and did not have any of the standard equipment that is found in the state system. Inmates therefore refused to go to outside recreation.
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REHABILITATION AND REENTRY: ACCEPTABLE

INDICATORS	RATING	FINDINGS
Access to Purposeful Activities	Good	<ul style="list-style-type: none"> • BOP inmates in the reentry focus group, and inmates completing the survey reported adequate access to and satisfaction with educational and unit programs. • All BOP inmates are mandated to participate in either an educational program or a job. • The rate of community service hours per inmate was lower than the DRC average for FY 2010 and FY 2012. • Ratio of inmates on academic waitlists decreased by 54.8 percent from FY 2010 to FY 2012, but negatively, the reduction was due to reduced enrollment. • Housing unit programs with special missions include Wheels for the World, Wellness, Community Service, and INEA/Cobach.
Quality of Educational Programming	Good	<ul style="list-style-type: none"> • Bilingual instruction is a unique characteristic within classrooms, and is provided through the engagement of inmate instructors and inmate tutors. • There was pervasive differentiation in addressing student learning differences, primarily through verbal dialogue that was instructionally rich in quality. • Total number of GEDs passed increased from FY 2010 to FY 2012, for an

		<p>87.9 percent increase, which was higher than the DRC average.</p> <ul style="list-style-type: none"> • Rate of academic Certificates of Completion for FY 2012 was higher than the FY 2010 rate, although lower than the DRC rates of completion.
Library	Acceptable	<ul style="list-style-type: none"> • Total hours of operation of the BOP library are significantly higher than the DRC average. • Per capita rates of materials is significantly lower than the DRC average.
Penal Industries	N/A	<ul style="list-style-type: none"> • NEOCC does not have any penal industry shops.
Reentry Planning	Acceptable	<ul style="list-style-type: none"> • Principal has added the tasks of the Reentry Coordinator to her principal duties and is developing a system of programs and inmate services to assist reentry. • Quarterly reentry meetings are reportedly scheduled with inmates, beginning six months prior to release date. • Waitlists for CCA's core BOP reentry programs are virtually nonexistent. • Cash incentives to complete programs, which factor favorably into reentry preparedness, are reportedly effective. • However, BOP reentry focus group relayed a need for more reentry assistance and inmate survey respondents indicated problems with community connections, including visits.
Security Classification and Privilege Levels	Defers	<ul style="list-style-type: none"> • Documentation was not available to observe.

FISCAL ACCOUNTABILITY: ACCEPTABLE

INDICATORS	RATINGS	FINDINGS
Staffing	Acceptable	<ul style="list-style-type: none"> • Reduced its turnover rate from 12.2 percent in CY 2011 to 10.0 percent in CY 2012. • Training completion rates ranged from 99.1 to 99.2 percent.

		<ul style="list-style-type: none"> • Staff completed 97.8 percent of the performance evaluations on time. • During staff interviews, many officers rated morale as either average or low based on the lack of officers in the housing units. • Increased its total overtime payments in CY 2012 by 112.7 percent and its security staff overtime by 127.2 percent from CY 2011. • Increased its total vacancy rate from 7.0 percent in 2011 to 9.0 percent in 2012.
Fiscal Responsibility and Needs	Defers	<ul style="list-style-type: none"> • In CY 2012, NEOCC reduced its total utility costs by 2.5 percent from CY 2011. • CIIC was not provided with the most recent NEOCC fiscal audit. • CIIC was not provided with CY 2012 cost savings information. • CIIC was not provided with the most recent waste and energy audits.
Property	Exceptional	<ul style="list-style-type: none"> • Reduced property payouts by 14.6 percent in CY 2012.

RECOMMENDATIONS SUMMARY

- Evaluate the increase in fights and develop strategies to address.
- Ensure that staff complete use of force incident reports separate from one another.
- Evaluate the reduction in housing unit officers.
- Evaluate inmates' high level of dissatisfaction with the current menu and develop strategies to address. Consider adding or varying items on the hot bar and/or changing the seasoning of the beans and rice.
- Evaluate the high rate of inmate reports that staff warn inmates not to file grievances against staff or they will be put in segregation.
- Evaluate the lower number of academic enrollments and the number of academic certificates given, and develop strategies to improve both.
- Ensure proposed additional reentry initiatives are implemented, which could also include reevaluating the Case Managers' workload to ensure adequate communication with inmates.
- Continue developing strategies to create and provide vocational education and career-technology programs.
- Continue to evaluate overtime payouts and consider additional methods to reduce overall overtime hours.

ADDITIONAL SUGGESTIONS

- Consider increasing the amount of officer rounds and/or ensure the rounds are occurring at staggered intervals.
- Consider selecting the appropriate security personnel to assist with larger pill calls to ensure order is maintained.
- Consider conducting more frequent surveys of inmates to determine what can be done to improve their reported low satisfaction with health services.
- Consider eliminating the co-pay provision for inmates seeking mental health services.
- Consider developing a range of mental health and therapeutic programs for inmates. An assessment of their interests should be conducted to determine what programs may be of interest to the population.
- Consider instituting therapeutic programs at the facility by using volunteers.
- Consider hiring staff with chemical dependency certifications and or licenses to facilitate drug and alcohol treatment programming.
- Consider developing strategies to increase access to drug and alcohol programming.
- Consider utilizing volunteers from the community to increase access for inmates to participate in AA/NA programs. A more inclusive policy should be considered to incorporate volunteers who have been in recovery themselves.
- Consider developing strategies to improve the satisfaction level of inmates regarding access to recreation.
- Consider evaluating the high percentage of inmates who reported that they had been prevented from using the grievance procedure when they had wanted to.
- Consider adding equipment to the recreation cages in segregation, such as a basketball hoop and basketball, such as is found in the state system.
- Consider evaluating the inmate who has been in segregation for over ten months and whether any institutional actions could have reduced that time.
- Consider developing strategies to increase the volume of materials in the libraries to increase the per capita rate.
- Consider developing additional or different cost saving strategies to reduce water usage.
- Consider developing cost savings initiatives.

NEOCC RESPONSE



Northeast Ohio Correctional Center

August 1st, 2013

Joanna E. Saul
Executive Director
Correctional Institution Inspection Committee
Riffle Center, 15th Floor,
77 S. High St., Columbus, Ohio 43215

Re: CIIC

Dear Ms. Saul,

This is a response to the CIIC's report received July 31, 2013. Northeast Ohio Correctional Center (NEOCC) provides the following information in regards to areas identified as need improvement.

Security Management

The CIIC rated Security Management as "Needs Improvement." This is primarily due to the fact that officer staffing levels have been significantly decreased, resulting in a potentially dangerous situation.

Corrective Action Plan

Facility Executive Management will meet to evaluate the possibility of increased staff levels. Any feasible plans that are generated as a result will be forwarded to the Facility Support Center (FSC) for review and approval.

Drug and Alcohol Programming

The CIIC rated Drug and Alcohol Programming as "Needs Improvement." This is primarily due to the fact that "inmates indicated a lack of drug and alcohol services, There are not drug and alcohol treatment programs, only educational programs, Staff do not possess chemical dependency or license to treat inmates with substance abuse problems, only 1.4 percent of the population is participating in programs, volunteers are not utilized to facilitate NA / AA programs, and Inmate that are deportable are not eligible for drug and alcohol programming."

Corrective Action Plan

Facility Executive Management will meet to evaluate the possibility of creating a drug and alcohol dependency program. Any feasible plans that are generated as a result will be forwarded to the Facility Support Center (FSC) for review and approval.

It is our expectation that the above information will satisfy your request. If you should need additional information, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'mwp', is written over the typed name.

Michael Pugh
Warden

II. SAFETY AND SECURITY

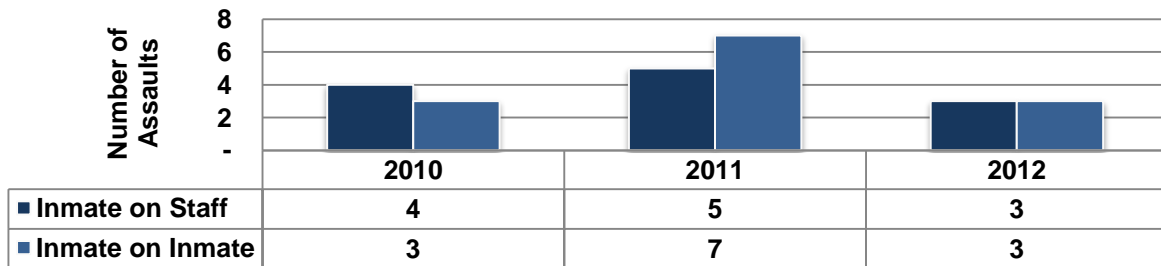
CIIC EXPECTATION: Prisons will provide a safe and secure environment for all inmates.

A. ASSAULTS

CIIC’s evaluation of assaults focuses on the number of assaults at the institution in comparison to two years prior at the institution, the rate of assaults at comparator prisons⁴ and the state system average. Overall, the CIIC inspection team rated assaults as **EXCEPTIONAL**.

- In 2012, there were three reported inmate on inmate assaults.^{5xiv} Total inmate on inmate assaults remained the same from 2010 to 2012.⁶
- The rate of inmate on inmate assaults in 2012 was significantly lower than the comparator prisons as well as the state system average.^{7xv}
- The institution also reported three inmate on staff assaults in 2012.^{8xvi} Total inmate on staff assaults decreased by one from 2010 to 2012.⁹
- The rate of inmate on staff assaults in 2012 was lower than the comparator prisons and significantly lower than the state system average.^{10xvii}

**Chart 1
Total Assaults
CY 2010 - 2012**



⁴ Comparator prisons refers to the Level 1 and 2 (medium and minimum security) facilities within the Ohio state correctional system.

⁵ The USMS side had 10 inmate on inmate assaults in 2012.

⁶ Total inmate on inmate assaults on the USMS side increased by two from 2010 to 2012.

⁷ The rate of inmate on inmate assaults in 2012 was 2.0 per 1,000 inmates. The rate of inmate on inmate assaults in 2012 for comparator prisons was 18.92 per 1,000 inmates (projected rate based on data from January through September 2012). The rate of inmate on inmate assaults in 2012 for the state system was 29.05 per 1,000 inmates (projected rate based on data from January through September 2012).

⁸ The USMS side had 12 inmate on staff assaults in 2012.

⁹ Total inmate on staff assaults on the USMS side increased by three from 2010 to 2012.

¹⁰ The rate of inmate on staff assaults in 2012 was 2.0 per 1,000 inmates. The rate of inmate on staff assaults in 2012 for comparator prisons was 13.27 per 1,000 inmates (projected rate based on data from January through September 2012). The rate of inmate on staff assaults in 2012 for the state system was 20.91 per 1,000 inmates (projected rate based on data from January through September 2012).

B. FIGHTS

CIIC's evaluation of fights focuses on the rate of fights at the institution in comparison to the rate at the institution two years prior. Overall, the CIIC inspection team rated the rate of fights as **GOOD**.

- The rate of fight incidents increased 62.2 percent from 2010 to 2012; however, there were only 11 fights total in 2010 and 18 fights in 2012.^{11,12} In 2012, the institution recorded a rate of 12.0 fight incidents per 1,000 inmates.¹³ While the data cannot be directly compared to the state system due to the method of reporting fight incidents, the total number of fights appears to be very low.

C. USE OF FORCE

CIIC's evaluation of use of force focuses on the number of use of force in comparison to two years prior as well as a review of a random sample of use of force incidents. The evaluation also focuses on the rate of use of force for the previous calendar year at the institution in comparison to the comparator prison and the state system average. Overall, the CIIC inspection team rated use of force as **GOOD**.

- In 2012, the facility reported 15 use of force incidents.^{xviii} Compared to 2010, in which two uses of force were reported, total uses of force increased by 13 in two years. The rate of use of force incidents also increased.^{14,15}
- The use of force rate in 2012 was significantly lower than the comparator prisons as well as the state system average.¹⁶
- CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video. Key findings include:
 - Officers' responses to incidents were appropriate.
 - Video documentation was preserved and readily available for all incidents.
 - The reports positively demonstrated that administrative staff conducts after action reviews and initiates coaching/training sessions with staff members when necessary.
 - Negatively, two use of force packets contained incident reports which were verbatim, indicating that staff worked together when filling out their statements.¹⁷

¹¹ In 2010, the facility reported 11 (7.4 per 1,000 inmates) fight incidents; in 2012, the facility reported 18 (12.0 per 1,000 inmates) fight incidents.

¹² In 2010, the USMS side reported 19 (35.7 per 1,000 inmates) fight incidents; in 2012, the USMS side reported 26 (40.5 per 1,000 inmates) fight incidents.

¹³ The rate was obtained by dividing the total number of fight incidents for 2012 by the average institutional population for that same time period.

¹⁴ The rate of uses of force in 2010 was 1.3 and 10.0 in 2012.

¹⁵ The rate of uses of force in 2010 on the USMS side was 52.6 per 1,000 inmates; in 2012, the rate of uses of force on the USMS side was 76.4 per 1,000 inmates.

¹⁶ The use of force rate for the BOP side at NEOCC in 2012 was 10.0 per 1,000 inmates; the comparator prisons rate was 46.9 per 1,000 inmates. The state system average was 84.5.

- A few minor documentation errors were present throughout the review.
- Inmate focus group participants did not feel that excessive force was an issue at NEOCC and reported that incidents are infrequent.

D. ROUNDS

CIIC's evaluation of rounds focuses on policy compliance for officer and executive staff rounds. Overall, the CIIC inspection team rated rounds as **ACCEPTABLE**.

- Housing unit officers are not required to conduct security check rounds every 30 minutes, staggered, as in the state correctional system. Per policy, officers conduct "watch tours" once every hour when control calls the signal.¹⁸
- Executive staff are also required to perform rounds through each housing unit.¹⁹ A review of the employee sign-in logs²⁰ indicated that executive staff are consistently making rounds in all housing units.

E. SECURITY MANAGEMENT

CIIC's evaluation of security management focuses on: cell/bunk searches, cell security check, STG management, critical incident management, homicides, and inmate communication. Overall, CIIC rated security management as **IN NEED OF IMPROVEMENT**, solely due to the reduced staffing.

Cell/Bunk Searches (Shakedowns)

- Housing unit officers are required to search inmates' bunks/cells for contraband, including illegal drugs and weapons. Staff were predominately consistent in conducting required shakedowns with a few exceptions.

Cell 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 the cells indicated staff are ensuring inmates are following procedures, as there were no issues present. The facility had the fewest cell security issues observed in any institution inspected by CIIC in 2013 thus far.

¹⁷ This issue was discussed with NEOCC staff on-site.

¹⁸ Staff asserted that watch tours function as security checks; however, CIIC's concern is that the watch tours are only once per hour and are not staggered.

¹⁹ 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.

²⁰ CIIC's review of the employee sign-in logs generally covers the one month period prior to the date of the inspection.

STG Management

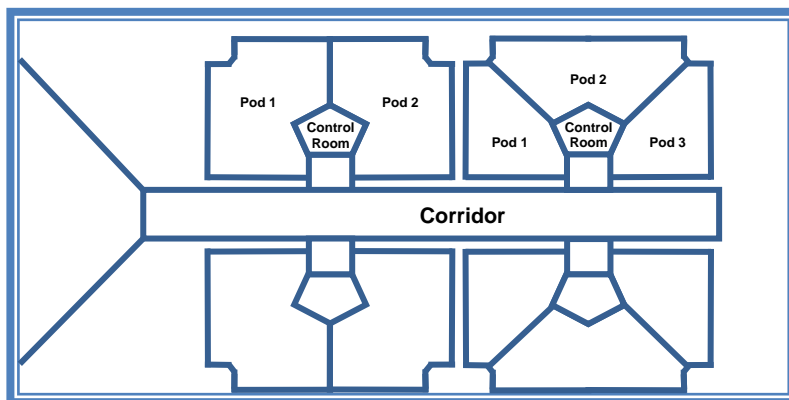
- STG activity is documented through rule violations. The rate of STG rule violations increased 65.0 percent from 2011 to 2012.^{21xix} The rate of STG rule violations was significantly lower than the comparator prison as well as the state system average.²²

Critical Incident Management

- Given the low number of incidents at NEOCC, no discussion was held regarding data/trend analysis of critical incidents.

Staffing

- Officer staffing levels have been drastically reduced in the BOP units in a potentially dangerous way. The facility is built in a standard high security structure with a control room in the center and two or three pods coming off from it (see the diagram below). A standard staffing structure for this type of unit is to have one officer in the control room and a second officer conducting security rounds, handling inmate concerns, locking and unlocking cells, etc. Until a few weeks prior to the CIIC inspection, NEOCC operated with this staffing structure. However, NEOCC reduced its staffing to only one officer for the entire unit; thus, an officer needing to conduct shakedowns and security rounds must leave the control center and enter one of the pods, at which point he/she has no knowledge of what is occurring on the other pods.²³



²¹ In 2011, the facility reported a STG rule violations rate of 2.0 per 1,000 inmates; in 2012, the facility reported a rate of 3.3 STG rule violations.

²² The rate of STG rule violations for comparator prisons was 18.6 per 1,000 inmates; the state system average was 24.5 per 1,000 inmates.

²³ A discussion was held with NEOCC Warden Pugh regarding the staffing levels. Warden Pugh relayed his belief that the facility is staffed appropriately and in line with other low security prisons. In addition, he relayed that the facility has very low incidents and that the facility has an excellent investigator that stays on top of incidents.

Homicides

- There have been no homicides during the period evaluated by CIIC (2011 to date).

Inmate Safety Ratings

- Survey results indicated a large majority of inmates reported they are very safe, safe, or neutral (in terms of safety).
- All focus group participants rated their safety as either safe or neutral. Inmates reported that fights/incidents were infrequent at the institution and that it was a generally calm environment. No inmates relayed having any safety concerns during their first nights in reception.
- Inmates in several focus groups raised concerns regarding the recent change in the corrections officer staffing levels for inmate pods. Inmates felt that it created safety concerns for both inmates and for the officers.

SAFETY AND SECURITY RECOMMENDATIONS

- Evaluate the increase in fights and develop strategies to address.
- Ensure that staff complete use of force incident reports separate from one another.
- Consider increasing the amount of officer rounds and/or ensure the rounds are occurring at staggered intervals.
- Evaluate the reduction in housing unit officers.

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 the BOP units consists of direct observation of unit conditions. Based on its observation, CIIC rated unit conditions as **GOOD**.

- The BOP section of the institution consists of B, C, and D units, each of which are broken into three to four living areas, which are further divided into three separate pods.
- Most housing pods were double celled with a dayroom, showers, and space for activities specific to the pod. However, at least five cells in each C Unit pod were triple-celled, which has been a consistent concern for CIIC in past inspections.^{xx}
- Additionally, NEOCC also has one BOP segregation unit. (Additional information regarding the segregation unit is discussed in the Fair Treatment section of the report.)
- The cell conditions of the pods were rated as exceptional or good. Most of the cells were neat and in good condition. Every cell is equipped with a toilet and a sink.
- All of the common areas were rated as good. Each of the areas were clear of any debris. Several of the common areas had recently been cleaned by inmate porters. Commonly used items such as phones, drinking fountains, and microwaves were operational in most units. Laundry facilities are centrally located and the ice machine was located in the hallway. (A detailed review of each unit is available for review in the checklists located in the Appendix.)
- The temperature of most units was acceptable. However, one unit was too hot and humid.²⁴
- The showers were all rated as exceptional or good. Each shower appeared to be thoroughly cleaned, with no maintenance concerns. The showers were the cleanest CIIC has observed since the start of the biennium.²⁵
- 81.3 percent of inmate of inmate survey respondents (n=150) rated their housing unit as "clean" or "very clean."
- One issue of concern is chemical control, as cleaning supplies were not consistently maintained or monitored by staff.
- The first aid boxes were secured and accounted for in all units. The most recent inspection of the fire extinguisher appeared to be in June 2013.

²⁴ Staff relayed that this issue would be immediately addressed.

²⁵ The start of the new biennium was January 2013.

B. MEDICAL SERVICES

CIIC's inspection of medical services in a correctional facility focuses on cleanliness of facilities, staffing, access to medical staff, and staff and inmates communication. The inspection includes information collected from interviewing the health care administrator, observations of the facilities and a focus group comprised of staff. CIIC does not evaluate the quality of medical care in a facility. Overall, the CIIC inspection team rated medical services as **GOOD**.

Facilities²⁶

- The facilities were in excellent condition.²⁷
- Two satellite exam rooms for nurses to conduct sick call were clean and orderly.²⁸
- The institution has a wellness pod that housing chronic care patients and inmates on the mental health caseload.²⁹

Staffing

- Medical staffing appears comparable to other institutions of similar size to ensure timely access to care.³⁰ The institution has also maintained consistent advanced level providers.³¹
- There were no vacancies reported during the time of evaluation.

²⁶ The infirmary consisted of eight administrative offices, three exam rooms, four infirmary beds, one records area, two bathrooms, one waiting area, an x-ray room, and a dental services clinic.

²⁷ The facility was clean and well organized. The exam rooms were clean and ensured the patient's privacy and provide enough space for staff to safely perform their duties. The infirmary holding cells were noted to be in excellent condition.

²⁸ Two satellite clinics are located in the institution to triage inmates prior to being seen in the infirmary. The satellite clinic was in a small office provided with the necessary equipment.

²⁹ The pod is a coordinated effort between medical, recreation, education, and unit staff. The effort is to incentivize inmates to better manage their health conditions that can be controlled through healthy lifestyle choices and behaviors. Staff reported that there is a lower rate of incidents and violence in the pod versus housing units not participating in the program.

³⁰ The nursing staff consists of eight RNs, and 15 LPNs. Advanced level providers consisting of three physicians, and one Nurse Practitioner. Dental staff consists of one full time dentist, two dental assistants, and a hygienist. Other staff consists of an x-ray technician, a pharmacist, an optometrist, five medical record secretaries, a Quality Improvement Coordinator, a Health Care Administrator. Phlebotomy and pharmacy technician duties are performed by LPNs. Scheduling of outside medical consults is provided by a contractor.

³¹ The ALPs have all been working at the institution for over two years or more. Having consistent providers often equates to better care.

Access to Medical Staff³²

- There was no backlog for Nurse Sick Call, Doctor Sick Call or Chronic Care Clinics reported.
- Inmates reportedly wait no more than 48 to 72 hours to be seen in nurse sick call.³³ However, they stated it could take up to a week to see the doctor, which is the maximum amount of time per facility policy that inmates must wait to see the doctor.
- Reportedly, no inmates signed Against Medical Advice (AMA) during the past 90 days.

Chronic Care Management

Diabetes

- The majority of inmates enrolled in the diabetic chronic care clinic for June 2013 were documented to be in good or fair control, with a majority of inmate's statuses evaluated to be improving or remaining stable. Only a small percentage had a status that had gotten worse.³⁴

Hepatitis C (HCV)

- The majority of inmates enrolled in the HCV clinic for June 2013 were documented to be in good or fair control, with a majority of inmate's statuses evaluated to be improving or remaining stable. There were no inmates whose status had declined.³⁵

³² Access to medical staff 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.

³³ Of survey respondents, 70.5 percent (n=129) stated that they are "usually" or "sometimes" seen within two days of submitting a sick call slip. Inmates in the focus groups also made statements that supported this.

³⁴ There were 100 BOP inmates enrolled in diabetic chronic care clinics in June 2013. Of those evaluated, NEOCC reported that 22 inmates (22 percent) were seen in clinics during that time. Of those inmates evaluated, 22.7 percent (n=5) were in listed "Good" control, and 50 percent (n=11) were listed in "Fair" control. The remaining 27.3 percent (n=6) were listed in "Poor" control. Of those diabetic inmates evaluated during that time, 31.8 percent (n=7) had an improved status, 63.6 percent (n=14) remained stable, and the status of 4.5 percent (n=1) had gotten worse.

³⁵ There were 23 BOP inmates enrolled in the HCV clinics in June 2013. Of those enrolled, NEOCC reported that four inmates (17.4 percent) were evaluated in clinics during that time. Of those inmates evaluated, 50 percent (n=2) were in listed "Good" control, and 50 percent (n=2) were listed in "Fair" control. Of those inmates evaluated in the HCV clinic during that time, 25 percent (n=1) had an improved status, and 75 percent (n=3) remained stable. No inmate's condition was reported to have declined.

HIV

- The majority of inmates enrolled in the HIV clinic for June 2013 were documented to be in fair control, with all of the inmate's statuses documented as remaining stable.³⁶

Medical Deaths

There was no BOP inmate deaths reported in the time period evaluated by CIIC.

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

Inmate Communication

CIIC staff conducted two focus groups of BOP inmates in regard to medical care. The following are key findings:

- Inmates reported lower satisfaction with medical services than other facilities evaluated.³⁷
- Inmates reported that staff discourages inmates from seeking services.³⁸
- Inmates enrolled in chronic care clinics relayed that they do not feel as if chronic care appointments are a priority for staff.³⁹
- Inmates reported that the staff treats inmates professionally most times. The exception they reported is during pill call.⁴⁰
- The majority of inmates relayed that their medications are refilled on time.

³⁶ There were four BOP inmates enrolled in the HIV clinic in June 2013. Of those enrolled, NEOCC reported that two inmates (50 percent) were seen in clinics. Of those inmates evaluated, 100 percent (n=2) were listed in "Good" control. Of those inmates evaluated in the HIV clinic during that time, 100 percent (n=2) had statuses that remained stable.

³⁷ Of survey respondents, 52.7 percent (n=136) reported that they were "neutral," "satisfied" or "very satisfied" with the quality of care provided by nurses; only 45.5 percent (n=132) reported they were "neutral," "satisfied" or "very satisfied" with the care provided by the doctor; and only 48.1 percent (n=130) were "neutral," "satisfied" or "very satisfied" with their dental care.

³⁸ One example provided was that inmates stated that they are required to see the nurse three times before being passed to see the doctor. Based on conversations with staff, the majority of issues presented by inmates in these healthcare encounters are treatable within the nurse's scope of practice, thus not requiring treatment by a doctor. The doctor has approved a nursing protocol that gives nurses the ability to treat certain conditions prior to making a referral. Anything that is not within the nurse's scope of practice results in a referral to the doctor. Institutional policy also reportedly states that if an inmate is seen in nurse sick call three times for a similar issue, they must be passed to see the doctor.

³⁹ Chronic care inmates interviewed expressed the most dissatisfaction with the sick call process more than the chronic care clinics. However, they did state that it was their belief that chronic care appointments were not a priority of staff.

⁴⁰ The exception cited by inmates was during pill call when they stated that the nurse can be very rude. However, after exploring this issue more with staff, it appears that this is related to officers who are not maintaining order during this process. Therefore, the nurses in charge of pill call must take it upon themselves to maintain order and administer medications.

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, and critical incident data. CIIC does not evaluate the quality of care provided. Overall, the CIIC inspection team rated mental health services as **ACCEPTABLE**.

Caseload

- 11.7 percent of the BOP inmate population (n=1,507) is on the mental health caseload.⁴¹
- There were 44 inmates on the psychiatric caseload, with zero inmates on mandated medications.

Facilities

- The mental health facilities consist of administrative areas, and a secure records room shared with the medical department. There are no classrooms or conference spaces dedicated to mental health.
- There are two specially designated cells for observation of inmates experiencing mental health crisis.⁴²

Staffing

- Staffing levels appear to be adequate compared to other facilities evaluated, and the size of the mental health caseload.⁴³
- There are no vacancies.

Access to Mental Health⁴⁴

- Inmates that participated in the survey reported that they have inadequate access to mental health services. Yet, inmates on the caseload reported moderate satisfaction with the mental health staff.^{45,46}

⁴¹ There are 177 inmates on the mental health caseload, which accounts for 11.7 percent (n=1,507) of the population.

⁴² The two cells are located in the infirmary appeared to be in good condition. During the visit, one was occupied by an inmate on constant watch. A brief review of the officer's log book assigned to monitor the inmate showed that the inmate's activity was being documented every 15 minutes.

⁴³ Mental health staff falls under the supervision of the medical department. The staff currently consists of one psychologist, one psychiatrist, and a Licensed Professional Counselor. There are no nurses dedicated to mental health.

⁴⁴ Access to mental health staff is evaluated based on several factors: (1) time period between inmate submission of a mental health service request form and appointment with mental health staff; (2) time period between referral and appointment with the psychologist or psychiatrist; (3) response times to kites and informal complaint forms; and (4) current backlogs.

⁴⁵ Only 27.4 percent (n=95) of inmates that participated in the survey reported that they have adequate access to mental health services.

- Inmates must pay a co-pay in order to be seen by a mental health provider.⁴⁷
- There are no mental health programs offered at all to inmates at the facility.⁴⁸
- Counseling occurs in a one-to-one basis with staff. Reportedly, no group therapy occurs.
- Inmates referred to mental health are reportedly seen within one week.
- Inmates are assessed by psychiatry within 14 days after a referral is made. Reportedly, there is no backlog of inmates waiting to be assessed.
- All mental health requests and informal resolutions in the previous six months were responded to timely, and there was no reported backlog for either.
- Mental health staff makes rounds each week in segregation.⁴⁹
- There have been no transfers to in-patient psychiatric facilities within the previous 12 months.

Suicides, Suicide Attempts, and Self-Injurious Behavior

- Since January 2011, there have reportedly been no completed suicides and one suicide attempt at the facility. Staff reported that there were two incidents of self-injurious behavior during the past year.
- Staff utilizes a variety of strategies for crisis intervention.⁵⁰
- Further information regarding mental health services can be found in the inspection checklist in the Appendix.

D. DRUG AND ALCOHOL PROGRAMMING

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

⁴⁶ Only 52.1 percent (n=94) of survey respondents reported that they were "neutral", "satisfied" or "very satisfied" with the quality of care provided by mental health staff.

⁴⁷ Inmates sign up to speak with a counselor by submitting a health services request. Charging inmates for mental health services could be a barrier to seeking mental health treatment.

⁴⁸ Staff reported that they attempted to have groups at one time, but BOP inmates reportedly showed little interest. More interest was shown by inmates housed in the US Marshall side of the facility.

⁴⁹ Staff performs rounds weekly in segregation to see patients that are on the mental health chronic care caseload. Inmates in segregation that are not on the mental health caseload are seen after 30 days in segregation.

⁵⁰ For inmates in crisis, the staff uses deescalation strategies, emphatic listening techniques, provide emotion support, problem solving, and frequent follow-up. Furthermore, staff is trained in suicide prevention and provides immediate response to emergency requests.

Access⁵¹

- Survey results indicate that inmates believe that they have inadequate access to drug and alcohol programming.⁵²
- 1.4 percent of the institution's population (n=1,507) that are reportedly identified as eligible were enrolled in drug and alcohol programming, with no inmates on the waiting list. This percentage is lower than other facilities evaluated.
- The primary program facilitated for inmates is the 12-Step program. There are also supplementary programs for reentry, and 10-week men's group provided.⁵³
- There is only one staff member responsible for providing these services that does not possess any chemical dependency licenses or certifications. The institution does not utilize volunteers from the community to conduct AA/NA programming.⁵⁴
- There are no housing areas reserved for inmates involved in drug and alcohol programming.

E. FOOD SERVICES

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

Meal

- The primary issue of concern for inmates at NEOCC in both past and present inspections is the quality and variety of the food.^{55,56} Inmates rated the meal to be in need of improvement based on the lack of variety offered on the daily menu.⁵⁷

⁵¹ Only inmates recommended by their sentencing Judge for drug and alcohol programs are given priority for these services. According to staff, if an inmate is determined to be deportable, they are not eligible to enroll in DAP. The programs that are provided do not appear to follow a treatment model, and appear to be more educational. The basic 12-Step program for Narcotics/Alcoholics Anonymous is facilitated by staff.

⁵² Only 29.7 percent (n=121) of respondents reported having adequate access to drug and alcohol programs. This is much lower than other facilities evaluated.

⁵³ The men's group covers topics like anger management, parenting, thinking errors, and communication skills.

⁵⁴ According to staff, volunteers must meet the same standards as CCA employees in order to work with inmates enrolled in DAP. Staff stated the primary reason is because it is difficult to find a volunteer that does not have a criminal record. The strength of many recovery services programs lies in using individuals that have been through the process of recovery personally to make a connection with individuals starting that process.

⁵⁵ In addition to their main menu concerns, inmates relayed concern that beans and rice are served daily from the hot bar. According to the daily menu, beans and rice are offered from the hot bar daily when the item is not listed as the main entrée. Inmates also relayed that they only receive fruit once or twice per week and that it usually is an orange.

⁵⁶ CIIC staff discussed this issue with NEOCC staff. Staff relayed that they are currently working on a redesign of the BOP menu.

⁵⁷ CIIC spoke with inmates during the July 9 lunch meal and during the inmate focus group conducted by CIIC on July 10. Many inmates relayed that the overall menu caters only to the Mexican inmate

83.2 percent of inmate survey respondents (n=149) were “dissatisfied” or “very dissatisfied” with the quality of the meal. The level of dissatisfaction from NEOCC inmates was significantly worse than the average⁵⁸ responses from inmates on previous inspections.

- CIIC sampled two inmate meals.⁵⁹ The first meal was rated as acceptable based on the proper preparation of the meal. However, the meal lacked seasoning particularly the main entrée. The second meal was rated as good based on the seasoning of the side items.
- The food service staff does not maintain a food service kite log.⁶⁰ Inmates are expected to use the inmate grievance procedure to document their concerns.
- The most recent staff evaluation of the inmate meal was rated as good.⁶¹ Further, a significant number of staff eat the same daily meal provided to the inmates.

Dining Hall

- Most of the dining hall was clean with the exception of small food particles on the floor near the area where inmates emptied their trays.

Food Preparation Area

- Inmate food service workers were in the process of cleaning the food preparation area while also serving inmates during the lunch period.
- The institution passed its most recent health inspection on February 19, 2013 with two minor violations.^{62xxi}

Inmate Workers

- There is an average of 60 inmates per shift working in food service. Inmates are selected to work in food service by their unit staff.
- Inmates are initially provided a wage of 12 cents per hour. Each inmate receives monthly performance evaluations and can earn wage increases of 17 cents, 29 cents, and 40 cents per hour.⁶³

population. However, a review of the weekly menu found some variety in the meals with items such as chicken, fish, pasta, and pizza offered on various weeks.

⁵⁸ An average of 71.9 percent of the inmates surveyed during previous inspections were “unsatisfied or very unsatisfied” with their meals.

⁵⁹ The meals were sampled on July 9 and 10, 2013. The first meal of pasta, cottage potatoes, coleslaw, two slices of white bread, and an orange. The second meal consisted of chicken patty, oven brown potatoes, mixed vegetables, vegetable soup, salad, and yellow cake.

⁶⁰ The inmate kite system is used by the Ohio Department of Rehabilitation and Correction as 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.

⁶¹ NEOCC staff conducts a daily evaluation of the quality of the inmate meal. The most recent member evaluation presented by staff was the inmate was July 9, 2013 during the lunch meal.

⁶² The violations included a chipped spatula and burned out light under the hood. Each were ordered to be replaced by the health inspector.

Incentive Program

- As an incentive, inmates can earn a \$20 bonus at the discretion of the Warden and food service staff for performing tasks in addition to their assigned duties.^{xxii}

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 **ACCEPTABLE**.

Facilities

- Physical facilities⁶⁴ appeared clean, but staff reported that there are three stationary bikes and one additional piece of equipment that are currently in need of repair.⁶⁵

Activities

- Inmates are offered an average range of activities for recreation,⁶⁶ including several organized sports leagues⁶⁷ and leisure recreation sessions.⁶⁸ Staff relayed that the institution is in the process of developing a hobby craft pod that should be completed by the end of 2013.

⁶³ NEOCC offers the following inmate pay grades: grade 4 (.12/hour); grade 3 (.17/hour); grade 2 (.29/hour); and grade 1 (.40/hour). Inmates initially begin at grade 4 then work their way to grade 1 based on performance evaluations.

⁶⁴ Recreation facilities are divided into three areas, two that are used by BOP inmates and one that is reserved for USMS inmates. Indoor recreation facilities (located in Recreation Yard 3) consist of a gymnasium that includes a basketball court, ping pong, a music room, an equipment cage, handball, exercise equipment, and pull-up bars. Outdoor recreation facilities (Rec. 3) include a tennis/basketball court, a softball diamond, a walking track, and open field space for soccer/flag football. The other two, smaller outdoor recreation areas (Recreation Yard 1 and 2) have a walking track, soccer field, basketball court, small equipment cage, and pull-up bars. In addition to these areas, there are also two pods that are designated as "Fitness Pods," which are equipped with ample exercise equipment.

⁶⁵ Staff relayed that the facility contracts with a repair company that services equipment every two months.

⁶⁶ Recreation staff relayed that activities are added periodically, but that there is generally a lack of interest from inmates for new activities, as inmates prefer soccer and softball. For example, recreation staff tried to add ultimate frisbee, but very few inmates signed up or wished to participate.

⁶⁷ The following intramural sports leagues are available: softball, indoor and outdoor basketball, indoor and outdoor soccer, handball, ping pong, tennis, and corn hole (USMS inmates).

⁶⁸ Staff relayed that leisure recreation is nightly in the chow hall from 7:30 pm to 9:30 pm and includes watching movies and playing cards/board games. The schedule rotates between units daily.

- The recreation department includes a music room and maintains a full schedule according to music style.⁶⁹

Access

- Staff reported that the institution operates on a structured, rotating recreation schedule, with housing units assigned to daily sessions between 7:00 am and 9:30 pm.⁷⁰ Staff reported that recreation is rarely shut down completely, but that the schedule is delayed at times if chow or count runs late.
- In contrast, inmates participating in CIIC's survey most often reported that the recreation schedule is only sometimes followed.⁷¹ Only 15.3 percent of inmates reported that the schedule is usually or always followed.
- Over 80 percent of inmate respondents reported that they are unsatisfied or very unsatisfied with access to recreation.^{72,73} In addition, as part of CIIC's survey, 66 inmates listed recreation as one of the primary areas that needed improvement, with most requesting additional recreation time. Similarly, inmates participating in several CIIC focus groups relayed concerns regarding recreation time, specifically that they feel low security inmates should have greater access to recreation.⁷⁴
- Older inmate focus group participants relayed that they often have difficulty gaining access to the recreation equipment because they are slower getting to recreation than younger inmates. Therefore, older inmates relayed that they would like if there were a designated 50 and older recreation period each week.

⁶⁹ The schedule includes sessions for the following music groups: rock/jazz, Mexican, bachata (originating in the Dominican Republic), reggae, meringue, and the institution's church band.

⁷⁰ According to the schedule, each of the three BOP units (B, C, and D) receives at least one daily outdoor recreation period. In addition, there are two extra recreation periods that inmates can elect to attend if they do not wish to eat the meal being served in the chow hall. The extra recreation periods also rotate daily.

⁷¹ CIIC's survey of inmates found that only 15.3 percent of respondents (n=150) reported that the recreation schedule is usually or always followed, 44.0 percent reported that it is only sometimes followed, and 40.7 percent reported that it is rarely or never followed.

⁷² CIIC's survey of inmates found that only 2.0 percent of respondents (n=151) were very satisfied, 6.6 percent were satisfied, 9.9 percent were neutral, 25.2 percent were unsatisfied, and 56.3 percent were very unsatisfied with access to recreation.

⁷³ Inmate respondents at NEOCC reported the lowest satisfaction ratings of any institution that CIIC has inspected thus far in 2013.

⁷⁴ Administration relayed that there was recently a change in the recreation schedule due to concerns regarding inmate conduct in the main recreation yard. Prior to the change, more than one unit of inmates was permitted to recreate at the same time. Now, with the exception of a morning session Monday-Friday, only one unit is assigned to the main recreation yard at any one time. This change likely contributed to the low satisfaction ratings from inmate respondents to CIIC's survey.

HEALTH AND WELLBEING RECOMMENDATIONS

- Consider selecting the appropriate security personnel to assist with larger pill calls to ensure order is maintained.
- Consider conducting more frequent surveys of inmates to determine what can be done to improve their reported low satisfaction with health services.
- Consider eliminating the co-pay provision for inmates seeking mental health services.
- Consider developing a range of mental health and therapeutic programs for inmates. An assessment of their interests should be conducted to determine what programs may be of interest to the population.
- Consider instituting therapeutic programs at the facility by using volunteers from the community.
- Consider hiring staff with chemical dependency certifications and or licenses to facilitate drug and alcohol treatment programming.
- Consider developing strategies to increase inmate access to drug and alcohol programming.
- Consider utilizing volunteers from the community to increase access for inmates to participate in AA/NA programs. A more inclusive policy should be considered to incorporate volunteers who have been in recovery themselves.
- Evaluate inmates' high level of dissatisfaction with the current menu and develop strategies to address. Consider adding or varying items on the hot bar and/or changing the seasoning of the beans and rice.
- Consider developing strategies to improve the satisfaction level of inmates regarding 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 accountability is based on its survey of inmates, inmate focus groups, and analysis of grievance data. Overall, CIIC rates staff/inmate interactions as **ACCEPTABLE**.

- A lower percentage of inmates than at other institutions surveyed in 2013 reported that they had been harassed, threatened, or abused by staff at the institution,⁷⁵ with the most common incidents involving feeling threatened or intimidated or having their commissary/property taken.
- Inmates were relatively evenly split regarding how helpful they felt that their Case Manager and Unit Managers were, which is common. Almost all inmates reported knowing who this person was, which is positive.
- Overall, inmate focus group participants were split regarding their perception of staff/inmate interactions. Whereas inmates in one focus group felt that most officers could benefit from additional training on communication, inmates in another focus group felt that only new, younger officers needed to improve their communication skills. Inmates in one focus group that had been at the institution for less than six months felt that officers were not responsive to their requests.
- In 2012, inmates filed zero grievances against staff actions. However, inmates in several focus groups alleged that staff warn inmates not to report staff-related concerns because it will result in the inmate being sent to segregation. Inmates also relayed that the language barrier between inmates and officers decreases their likelihood of reporting issues. Thus, it is not clear whether the low number of grievances against staff actions is meaningful.

B. INMATE DISCIPLINE

CIIC's evaluation of inmate discipline⁷⁶ includes observation of inmate disciplinary hearings and a review of a random sample of closed inmate disciplinary cases. Overall, CIIC rates inmate discipline as **GOOD**.

⁷⁵ 34.9 percent of total inmate respondents (n=146) responded that they had been harassed, threatened, or abused by staff.

⁷⁶ Inmate discipline at NEOCC is governed by the Federal Bureau of Prisons' "Inmate Discipline Program." Under this program, when a staff person believes that a BOP regulation has been violated, they write an incident report, which is then investigated. The investigator is required to inform the inmate of the charges against him, that he may remain silent during all stages of the discipline process, and that he can make a statement. The incident report is then reviewed by a "Unit Discipline Committee" (UDC), which is similar to the hearing officer level in the state system. The UDC can refer the incident to the Discipline Hearing Officer (DHO), which is similar to the RIB level in the state system, although the DHO

- CIIC’s observation of inmate disciplinary hearings at NEOCC indicated that hearing procedures were followed.⁷⁷ Overall, the hearings were on level with some of the best in the state system, particularly with regard to the documentation and review of evidence prior to the guilty finding.⁷⁸ In addition, all three hearings included the use of a translator to ensure that the inmate understood the proceeding.
- CIIC found that staff followed appropriate procedures in disciplinary cases.⁷⁹ In particular, staff provide the inmate with extensive discussion and explanation of the rationale behind the guilty finding in the Disciplinary Hearing Officer (DHO) decisions, far beyond what is provided to inmates in the state system at any level.
- Staff follow the BOP guidelines for sanctions.⁸⁰ Positively, it is a clear system. Negatively, the sanctions for inmate rule violations in the federal system may surpass the state sanctions, depending on whether the violation is referred to the DHO.⁸¹

C. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC’s evaluation of the inmate grievance procedure⁸² includes a review of a random sample of informal complaints and grievances, observation of the Inspector, and data analysis. Overall, CIIC rates the inmate grievance procedure as **GOOD**.

is only one person. If an incident is referred to the DHO, the DHO then conducts a hearing, which includes a review of the incident report, a review of any available evidence, another opportunity for an inmate statement, consideration of sanctions, and a decision.

⁷⁷ CIIC found that the DHO spoke clearly and communicated professionally with the inmate, reviewed the inmate rights form with the inmate and again asked whether the inmate wanted any witnesses, asked again whether the inmate wanted a staff representative, confirmed that the inmate had received a copy of the incident report, read the incident report aloud, reviewed evidence such as photographs and medical exam reports, reviewed the available sanctions to be imposed, and informed the inmate of his appeal rights.

⁷⁸ Staff had photographic evidence of relevant injuries and contraband, which they reviewed and showed to the inmate. In addition, inmates have access to a “staff representative” who could consult additional evidence, such as camera footage, if applicable.

⁷⁹ CIIC’s sample of 20 closed disciplinary cases included both UDC and DHO decisions. In the UDC decisions, all documentation was completed. In the DHO decisions, the documentation was extensive, with five page decisions explaining all evidence and the rationale for the guilty finding.

⁸⁰ The BOP divides prohibited acts and sanctions between Greatest, High, Moderate, and Low level sanctions. The facility generally experiences high or moderate level offenses. In comparison, almost all rule violations handled by the RIB in the state system would fall under the “Greatest” or “High” categories. Staff relayed that for most rule violations that reach the DHO, the standard sanctions generally include loss of 27 days of good time credit and 60 days in segregation. Rule violations that only reached the UDC level generally received lesser restrictions, such as 60 days commissary restriction.

⁸¹ If an offense is referred to the DHO, an inmate automatically receives two months segregation time and the loss of a month of good time.

⁸² 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 staff. For more information on the inmate grievance procedure, please see the Glossary at the back of the report.

- NEOCC has a clear grievance procedure that is made known to the inmates through the inmate handbook.⁸³ CIIC has some concerns regarding the grievance procedure structure;⁸⁴ the structure, however, is not determined by the facility.
- In 2012, there were 103 grievances filed at NEOCC. Of the total, 6.8 percent were found in favor of the inmate, which is half the state system average rate and the comparator prison rate.⁸⁵ The top three categories with the most grievances were classified as “Other” (generally, disciplinary appeals) with 38, “Medical Services” with 22, and “Violation of federal or state laws, regulations, or court decisions” with 13.
- Of the 53 grievances filed in the first six months of 2013, all but one were completed within three days or less.
- CIIC’s review of a random sample of 20 grievance dispositions (and the accompanying informal resolutions) indicated that all staff responses were professional. The grievance dispositions were very thorough: the Grievance Officer always interviewed requisite staff and reviewed appropriate evidence, frequently cited appropriate policy or federal regulation, and provided an explanation to the inmate complainant as to the findings. The responses provided to the inmates were on a level with the best responses in the state system.

Inmate Survey Responses

Inmate responses to CIIC’s survey⁸⁶ regarding the grievance procedure were positive compared to other institutions. The following are the responses received:

⁸³ According to the inmate handbook, the first step of the inmate grievance procedure is to file an informal resolution form within seven days of the incident. “The staff member must conduct an initial meeting with the inmate to discuss the issue, meet with all staff involved, research possible remedies, develop a response, ensure that the inmate receives and signs for a copy of the resolution, and ensure that any agreed upon remedy is completed. This all must occur within fifteen calendar days of receipt.” If the inmate is not satisfied with the response, he can then file a formal grievance to the Grievance Officer. If he is not satisfied with the response from the Grievance Officer, he can then file an appeal to the Warden. If the inmate is still not satisfied, he can appeal to the BOP for any issues considered “BOP issues,” which include the following: “classification, designation, sentence computation, reduction in sentence removal, disallowance of good conduct time, decision taking inmate property (does not include confiscation of contraband), issues directly involving BOP staff, and any issues that happened while the inmate was confined in a BOP facility.” This appeal is then handled by a “Privatization Administrator.” Any BOP issues denied by the Privatization Administrator may be finally appealed to the National Inmate Appeals Administrator.

⁸⁴ Issues that are not BOP issues (such as inappropriate supervision) appear to only be appealable within the facility, and for any issues that are BOP issues, there are five steps to exhaust the grievance procedure, which seems overly complex and potentially inhibit inmate willingness to use the grievance procedure.

⁸⁵ Excluding grievances that were withdrawn by the inmate or pending disposition at the close of the calendar year, 15.4 percent of grievances were granted across the state system and at comparator prisons on average.

⁸⁶ The CIIC inmate survey results are available in the Appendix.

- 46.3 percent of inmate respondents (n=123) reported that they normally have access to informal complaints.^{87,88}
- 13.8 percent of respondents who had filed an informal complaint (n=109) stated that they felt informal complaints are dealt with fairly at the institution, which is generally in line with state institutions.
- Not counting inmates who had just filed a complaint or who had never filed, 13.8 percent of respondents (n=116) indicated that they had not received a response to their informal resolution.
- 14.0 percent of respondents (n=114) reported feeling that grievances were generally dealt with fairly at the institution, which is slightly higher than the normal response at state institutions.
- 13.9 percent of respondents (n=108) reported feeling that grievance appeals are dealt with fairly.
- 41.5 percent of respondents (n=130) reported feeling that they had been prevented from using the grievance procedure when they had wanted to, which is much higher than at other institutions.⁸⁹
- For inmates who had never used the grievance procedure, the primary reason reported was the feeling that the grievance procedure does not work.

D. SEGREGATION

CIIC's evaluation of segregation consists of an observation of the unit and evaluation of the population. CIIC rates segregation as **GOOD**.

Facility Conditions (BOP)

- The units were very clean, albeit spartan. Cells were orderly and there were no sanitation or maintenance concerns.
- No cells were triple-bunked and many held only a single inmate. The segregation unit was significantly under capacity, with 53 inmates out of a total capacity of 128 beds.
- Zero cell security issues were observed.
- Segregation log sheets were up to date and documented that inmates were receiving food, recreation, etc. When asked, inmates confirmed that they are receiving necessary items and did not relay any concerns about the unit.
- In contrast to the state prison system segregation units, the NEOCC segregation unit has a bank of telephones in the unit, which is positive.
- The segregation unit has ten outdoor recreation cages. The cages are approximately one-half to two-thirds the size of standard recreation cages in the state system. In addition, the cages were completely devoid of any equipment, such as a basketball hoop, which are standard in the state system. Inmates

⁸⁷ As informal complaints are called "informal resolutions" or, more colloquially, "cop-outs," inmates may have been confused as to the terminology.

⁸⁸ Forms are provided in both English and Spanish.

⁸⁹ This may be related to the above concern pertaining to staff allegedly threatening inmates not to file grievances against staff actions or the inmate would be put in segregation.

reported that they frequently refused recreation, indicating that there was no point to going to the outside recreation cage as there was nothing to do. Considering that inmates are often sentenced to two months in segregation, this may have a debilitating effect on them.⁹⁰

Segregation Population

- Staff provided a clear tracking mechanism to track inmate placement in segregation.
- 68 inmates were housed in segregation at the time of the population analysis.⁹¹ Of the total, 35.3 percent were on Administrative Detention status, 41.2 percent were on Disciplinary Segregation, and 23.5 percent were on Pre-Hearing Detention status. CIIC does not have comparative data from other federal facilities to be able to make an evaluation of this distribution.
- Of the total, 58.8 percent had been in segregation for more than one month; while this percentage is high in comparison to state prisons, it is in line with the greater segregation time assessed by the DHO. Of the total, 8.8 percent had been in segregation for more than three months, which is lower than similar state institutions. However, it should be noted that one inmate is documented as having been in the segregation unit since August 26, 2012.

FAIR TREATMENT RECOMMENDATIONS

- Evaluate the high rate of inmate reports that staff warn inmates not to file grievances against staff or they will be put in segregation.
- Consider evaluating the high percentage of inmates who reported that they had been prevented from using the grievance procedure when they had wanted to.
- Consider adding equipment to the recreation cages in segregation, such as a basketball hoop and basketball, such as is found in the state system.
- Consider evaluating the inmate who has been in segregation for over ten months and whether any institutional actions could have reduced that time.

⁹⁰ Staff conducted a walk-through of the USMS segregation unit, as well. The outdoor recreation cages had a significant amount of bird feces.

⁹¹ The segregation tracking sheet was printed on July 9, 2013.

V. REHABILITATION AND REENTRY

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

A. ACCESS TO PURPOSEFUL ACTIVITIES

CIIC's evaluation of access to purposeful activities includes a review of data, an analysis of inmate idleness,⁹² staff interviews, and inmate surveys. Overall, CIIC rates access to purposeful activities as **GOOD**.⁹³

- Inmates in the BOP 30-days-to-reentry focus group reported adequate access to educational programs; similarly, there was 73.3 percent (n=15) of inmate survey respondents in the 30-days-to-reentry subgroup who indicated levels of satisfaction with educational programs at NEOCC.⁹⁴
- Current vocational programs show high completion rates, and a new BOP vocational program in masonry has been added (reinstated); yet more vocational programs are desired by both staff and inmates.⁹⁵
- The CCA CORE or introductory course to prepare inmates for vocational courses reportedly benefits all students with basic knowledge in math, literacy, and safety in order to increase access and advance to vocational courses related to construction industries.⁹⁶
- Programs are provided to BOP segregation inmates.

⁹²Living units are observed for inmate idleness, which is defined as those inmates not assigned to night work shifts, and who are not showing evidence of being engaged in any visible form of constructive or productive activity or program on unit (i.e. sleeping under blankets during a normally productive time of day is considered a form of idleness).

⁹³The primary mission of NEOCC is the holding of detainees prior to deportation to other countries. A minority of BOP inmates are reportedly released to cities within the United States. Both BOP and USMS inmates are under the jurisdiction of the federal government.

⁹⁴Inmates in the 30-days-to-reentry focus group represented the BOP population. Focus Group inmates relayed there is access to educational programs, but also relayed that some staff discourage inmates by telling them that deportable inmates with long-term sentences have no opportunities for programs.

⁹⁵As a vocational program, masonry reportedly has much applicability and marketability for inmates returning to Mexico, and therefore, is valued among inmates for its reentry value. Vocational enrollment is reportedly 85 to 100 percent of the classroom capacity (number of seats per size of room and number of teachers). Current vocational education includes carpentry, electrical, masonry, and the 'CORE' course to prepare students. For June 2013, the vocational programs maintained enrollment of 67 students, with 66 students, or 98.5 percent, completing the programs. All vocational programs offer a nationally recognized certification through the National Center for Construction Education and Research (NCCER), which is affiliated with the University of Florida.

⁹⁶The NEOCC Inmate Handbook provides that the CORE Class focuses on numerous aspects of the construction trade industry. While stressing safety first, CORE offers an overview of vocabulary relating to construction. Students gain an understanding of many construction related fields, learning basic construction math, blue print reading, hand and power tools, rigging, communication skills, and employability skills. CORE is the first and necessary step to progress to other vocational classes. Students who complete the CORE curriculum will earn a certificate from the National Center for Construction and Education Research.

- Staff relayed initiatives to provide purposeful activities and programs related to reentry to both USMS and BOP inmates.⁹⁷
- Inmate survey respondents indicated modest satisfaction with educational programs at 47.4 percent approval, and greater satisfaction with unit programs at 63.1 percent approval.
- There was a low level of idleness on the BOP living units. Inmates on the living units were observed to be predominantly engaged in various forms of activities or socialization with other inmates in the dayrooms.
- There are four special housing units that function as self-contained program units. The four units at NEOCC are Wheels of the World,⁹⁸ Wellness,⁹⁹ Community Service,¹⁰⁰ and INEA/COBACH.¹⁰¹

⁹⁷Activities under development are designed to support the reentry of inmates. Staff relayed the following programs are currently in stages of development for future implementation: *Metamorphosis* and *Changing Lives from the Inside Out*. In addition, CCA offers inmates opportunities to engage in unit programs that are facilitated by unit management teams. A variety of unit programs have been developed by CCA headquarters and known as *Brief Interventions*. These abbreviated courses are six weeks in length and facilitated by Case Managers and Counselors as part of Unit Management Teams. The modules are reportedly continuously filled with no waitlists. Staff also relayed initiatives to add programs in 2015 are culinary arts, business, and fitness instructor, and reportedly will increase inmate access to programming.

⁹⁸*Wheels for the World* is a program in which inmates receive donated wheelchairs, restore them, and then give them to disabled people throughout the world. In many cases, the wheelchairs provide the recipients their first chance at mobility.

⁹⁹The *Wellness Program* is a unique example of prison programming. This lifestyle program is provided on the housing unit and is offered to both BOP and U.S. Marshal inmates. Inmates must have at least a six month sentence. A majority of inmates in the program were described as having a chronic care condition, such as diabetes, hypertension, heart issues, or obesity, which could be improved through a healthy lifestyle. Some inmates were reportedly referred by medical staff and all inmates must have an acceptable behavior record. The wellness curriculum includes collection of participant data each day. Data is logged for each inmate regarding weight, meals, caloric intake, and caloric output. Curriculum content includes healthy behaviors and habits that affect all parts of one's physical, emotional, social, and psychological being. Subjects range from nutrition and exercise to emotional and intellectual wellness. The inmates in the wellness program complete work-out regimens in unison on the unit, and a strict physical exercise and recreation schedule is followed five days a week. Inmates are trained as program facilitators, while staff members are responsible for oversight and management of the unit and program. Inmate tutors serve as program facilitators. In conjunction with the Medical Department and the Recreation Department, fitness appraisals are conducted at entry and exit to the program to evaluate the fitness levels of participating inmates. Appraisals include measurements of body weight, resting heart rate, resting blood pressure, and other indicators of physical fitness. In addition, inmates undergo multiple endurance tests to measure strength, aerobic capacity, and flexibility. Tests are based on the American College of Sports Medicine (ACSM) standards and evaluated by the recreation department. Prescribed exercise routines are created to accommodate inmates' needs and wants for exercise programs, such as increasing cardiovascular strength and health or increasing flexibility. The wellness program engages services of local pastors and speakers from local resources, such as Youngstown State University. These individuals speak on both physical and spiritual wellness. Incentives such as movies are offered to inmates to encourage participation in the housing unit. As with all programs, the wellness program serves to reduce inmate idleness and contribute to improvements in the participant.

¹⁰⁰Inmates at NEOCC may participate in *community service* programs upon assignment to the community service living unit. Inmates produce items that are crafted and crocheted, such as hats, scarves, blankets, and toys for children in local hospitals and women in shelters.

¹⁰¹Two educational programs, INEA (Mexican version of GED) and COBACH (secondary/post-secondary), are noteworthy for the way they immerse inmates in learning. One unit program, International

- Community service hours per inmate are consistent per month, but lower than the state system average.¹⁰²
- Staff relayed that BOP inmates are required to either be involved in an educational program or have an institutional job.¹⁰³
- Principal conducts an orientation session regarding education every week to the incoming inmates that week to promote programs and makes rounds to segregation once each week to respond to kites.
- Staff indicated that inmates are permitted two hours of recreation per day. All recreation must be taken outside, as there is no indoor gymnasium or recreation area.

Negatively,

- The total number of NEOCC inmates enrolled in academic programs decreased 54.8 percent from FY 2010 to FY 2012.^{104,105} In contrast, the state system enrollment in academic programs for FY 2010 was 15,382 and increased slightly to 15,975 for FY 2012.
- Unlike the state institutions, there are no apprenticeships accessible to the NEOCC inmates.¹⁰⁶

Institute for Adult Education (INEA), is the equivalent of the GED for Hispanic inmates and prepares Hispanic inmates in the basic knowledge and skills associated with the Mexican school system. The purpose of INEA is to prepare inmates to reenter and continue their education or become employed. All INEA inmates are housed in the same unit, where they participate in the program. The unit dayroom is transformed into a classroom with groups of inmates seated at tables as they are facilitated in instruction delivered by inmate tutors or instructors. One NEOCC teacher simultaneously facilitates two classes in two housing units. The two programs under the teacher's coordination are INEA and Colegio de Bachilleres (COBACH).

¹⁰²Rate of community service hours per inmate in the community service unit was a consistent 60 hours per inmate per month for April through June 2013, which was lower than the state system average for FY 2010 and FY 2012. The state system average for FY 2010 was 109.2 hours per inmate per month, and the state system average for FY 2012 was 103.3 hours per inmate per month.

¹⁰³Staff indicated that 100 percent of BOP inmates are assigned a unit or institutional job, which includes inmates assigned student status as their job. U.S. Marshal inmates have no assigned jobs, only voluntary jobs, due to their transient status.

¹⁰⁴The loss of NEOCC staff (teachers) was reported as the reason for the reduction in enrolled students from FY 2010 to FY 2012. The loss of staff resulted in the loss of the courses in painting, keyboarding, and drawing. Class sizes were reduced from 25 to 20 students. The INEA and Cobach programs function as residential unit programs, but were moved from a unit with a 70-inmate capacity to smaller units with a 30-inmate capacity, thus reducing student seats and enrollment.

¹⁰⁵ NEOCC's academic enrollment for FY 2010 was 5,875 and academic enrollment for FY 2012 was 2,655.

¹⁰⁶Apprenticeships are defined as programs that provide job-related training and skill-development culminating in receipt of a certificate of achievement. Apprenticeships are associated with vocations and inmates must apply and meet eligibility requirements to be accepted into an apprenticeship program. Within the state system, apprenticeship certificates are awarded through the Ohio Central School System.

B. QUALITY OF EDUCATIONAL PROGRAMMING

CIIC's evaluation of the quality of educational 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 quality of programming as **GOOD**.

Outcome Measures for FY 2012

- The total number of GEDs passed at NEOCC increased by 29 GEDs, or 87.9 percent from FY 2010 to FY 2012.¹⁰⁷
- Rate of academic certificate completion for FY 2012 was higher than the FY 2010 rate, yet NEOCC rates were lower than state system rates for FY 2010 and FY 2012.¹⁰⁸
- The total number of academic certificates given at NEOCC decreased by 393 certificates, or 42.9 percent from FY 2010 to FY 2012.¹⁰⁹

On-Site Observation

- Reviewed lesson plans were written in detail and followed a format that is prescribed by CCA. Components and content were well articulated on all lesson plans and included components not consistently observed on lesson plans representing DRC instruction. Noteworthy NEOCC lesson plan components included the skill level and grade equivalency of the lesson, the specific introduction or 'hook' for the lesson, the evaluation or assessment to be used, and specific accommodations needed to differentiate the lesson for learners at differing levels and strengths.
- Observations of teaching in three classrooms produced good scores for classroom management, positive student behavior, instructional strategies and communication of content, methods to differentiate instruction, and the use of inmate tutors serving as instructors.¹¹⁰

¹⁰⁷There were 33 GEDs passed in FY 2010 and 62 GEDs passed in FY 2012. Further, one staff teacher indicated that for June 2013, there were 24 students tested for the GED and 17 students passed the GED to receive the diploma, for a 70.8 passage rate for the month, which is better than the state system average passage for both FY 2010 and FY 2012. The state system GED average passage rate for FY 2010 was 64.1 percent and for FY 2012, the GED passage rate was 63.3 percent.

¹⁰⁸In FY 2010, there were 916 Certificates of Completion and 5,875 enrollees, for a rate of 15.6 percent of enrollees receiving certificates; in FY 2012, there were 523 Certificates of Completions and 2,655 enrollees, for a rate of 19.7 percent enrollees receiving certificates. The increase is a 4.1 point increase. However, (negatively) the FY 2010 state system rate of certificates given was 32.9 percent of enrollees, and the FY 2012 state system rate of certificates given was 32.6 percent of enrollees. The NEOCC rate of Certificates of Completion for the three month period is 13.2 percentage points lower than the state system rate for FY 2010 and 12.9 percentage points lower than the state system rate for FY 2012.

¹⁰⁹There were 916 academic certificates given in FY 2010, and 523 academic certificates given in FY 2012.

¹¹⁰Three classrooms were observed for classroom management and the instructional strategies and teaching methods used by instructors. All lessons were taught by multiple inmates, who have reportedly been trained by the teachers to deliver instruction. Inmate instructors must have a diploma or degree and

- Student attentiveness and behavior was excellent, with all students immersed in the subject being taught and demonstrating excellent cooperation and compliance.
- Bilingual instruction was observed, and is reportedly common in accommodating student differences.
- Instructional strategies observed in all three classes allowed for differentiation among students and their abilities.¹¹¹
- Instruction in all classes engaged students interactively through oral questions and discussions of content and problem-solving solutions.
- Institutional teachers serve as coordinators, as they manage the instructional delivery within multiple classrooms simultaneously through preparation of detailed lesson plans to be used by inmate instructors/tutors, training of inmate instructors, and overseeing the delivery of lessons in multiple classrooms throughout the day.¹¹²
- Teacher and Program Facilitator professional development through a new CCA five-modular system has reportedly been designed to improve quality of group leadership within the correctional population, is planned for launch in 2015, and will be required to be completed by staff within one year of implementation and refreshed annually.

C. LIBRARY

CIIC's evaluation of the library includes an observation of the physical facility, an evaluation of data, and inmate survey responses. CIIC rates the BOP library as **ACCEPTABLE**.

Facilities

- There are two libraries at NEOCC. The BOP library appeared to be clean and organized, with adequate space for the current library materials and inmate use.

Access

- Total hours of the NEOCC BOP library operation are 71 hours per week or 280 hours per month, which is 55 percent higher than the state system institutional library monthly average of 180.6 hours per month.¹¹³

demonstrate aptitude and skills necessary to teach. One of the inmate instructors reportedly holds a masters degree.

¹¹¹Examples of strategies included read-aloud, visual board work, small group participation, individualized assistance from a tutor, and language interpretation.

¹¹²NEOCC staff teachers were observed dividing their time and presence in two classrooms as they 'floated' between two classrooms, checking on instruction and conferring with the inmate instructors regarding any needs or concerns relevant to the class in session.

¹¹³The USMS library hours of operation are 67 hours per week or 268 hours per month, which are significantly higher (48.4 percent) than the state system average hours of operation.

- Access to legal materials and legal research in the law libraries is supported through the availability of two computers in the BOP library, which is half the average number of computers in the state system.¹¹⁴
- Per capita rate of materials available is 2.6 in the BOP library, which is significantly lower than the state system per capita average of 9.5 items per inmate.
- Six inmates serve as library aides. There are three library aides during daytime hours and three for evening hours. Two of the six aides serve as legal clerks.

D. PENAL INDUSTRIES

Penal industries are found within state and federal correctional institutions across the United States as opportunities for inmates to acquire job-related skills that will give them meaningful activity, increase their marketability for employment at release, and provide a product or service that may be used or needed by the prison system, other state agencies or governmental entities, or by firms within the private sector. There are no penal industry shops at NEOCC.

E. REENTRY PLANNING

CIIC's evaluation of reentry planning¹¹⁵ includes interviews of staff,¹¹⁶ focus groups of inmates,¹¹⁷ a document review,¹¹⁸ and inmate survey responses, including a sub-group of inmates who are within thirty days of release. Overall, CIIC rates the current NEOCC reentry provisions as **ACCEPTABLE**.

Reentry Planning

- BOP inmates are facing deportation to countries with which they may have had little to no contact for a significant amount of time. However, staff relayed initiatives to increase inmates' communication with consulates to assist with reentry.

¹¹⁴CIIC inspections of the state institutions during the 2011-2012 biennium revealed an average of 4.6 computers in all institution libraries for inmate legal research. The USMS library also has two computers.

¹¹⁵Reentry planning requires pervasive attention to specific 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 includes considerations of the degree and types of inmate access to purposeful activities, inmate contact with community, and staff accountability related to reentry processes and programs.

¹¹⁶CIIC inspection process related to reentry preparations 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.

¹¹⁷CIIC conducted one 30-days-to-release inmate focus group consisting of a sample of ten inmates. Inmates were selected from those who are within approximately 30 days of their release date.

¹¹⁸A review of the waitlist numbers for the core reentry programs is conducted during inspections to note large numbers on waitlists. The core reentry programs provided in the state system institutions are not the same as those found at NEOCC, although the titles imply some similarities, as reported by the school Principal.

- Inmates meet with a reentry team quarterly at six months and three months prior to release date. Reentry focus group participants confirmed that they have met and know their Case Manager, but they believe that they have not received adequate time or communication with their Case Managers.
- NEOCC incentivizes inmate completion of programs with cash payouts.¹¹⁹
- NEOCC has no Reentry Coordinator (RC) on site; rather the school principal has done an impressive job of also assuming the tasks of the RC in addition to her principal responsibilities and is developing a system of programs and inmate services to assist reentry. CCA has a RC at the national level.
- The CCA equivalent of the state system's core reentry programs consists of the following programs: Men's Group (covers parenting, managing anger, finances, and readjustment), Substance Abuse, and New Beginnings. The waitlists for core reentry programs are reportedly minimal, as programs enroll 20 inmates for each 10-week program, then refill seats upon the completion of each 10-week segment.¹²⁰
- Inmates in the reentry focus group stated that they need information on who to contact in their home land.¹²¹ They also relayed a need for reentry assistance and programs to train inmates in marketable work skills and information to assist them in reconnecting with communities and families.
- Survey respondents within one month of release unanimously indicated that staff had not discussed a reentry plan¹²² with them and they did not know where to find reentry resources.¹²³
- CCA reportedly has no electronic tracking system, as the state system's 4443 form and Department Offender Tracking System , to monitor the completion of reentry meetings and distribution of reentry information and documents to each inmate.

Library Reentry Resource Center¹²⁴

- Two reentry resource centers¹²⁵ in the NEOCC libraries serving the BOP and the USMS inmates are under development.^{126, 127}

¹¹⁹Incentive payouts for the completion of the GED or ESL program reportedly amount to \$25, and payout for being named a Student of the Month is \$5.

¹²⁰The core reentry programs within the state system prisons include Thinking for a Change, Money Smart, Inside Out Dads, Cage Your Rage, Victim Awareness, Reentry Family Life Skills, and Personal Responsibility of Violence Elimination(PROVE). NEOCC staff indicated that waitlists for the CCA core reentry programs are virtually nonexistent due to the continuous rotation on a 10-week cycle.

¹²¹ An International Consulate Directory is under development by the school Principal, for availability to inmates upon its completion.

¹²² Of the 19 respondents to CIIC's survey who indicated that they were within one month of release, 15 or 88.2 percent (n=17) indicated that staff had not discussed a reentry plan with them; and there were 14 or 87.5 percent (n=16) inmates who indicated that they do not know where to find reentry resources.

¹²³Of the total survey respondents, 89.7 percent (n=136) indicated that staff had not discussed a reentry plan with them; and 90.2 percent of surveyed inmate respondents (n=133) indicated that they did not know where to find reentry resources.

¹²⁴ Each institution is required to have a reentry resource center in the institutional library, per DRC 78-REL-05.

Community Connections

- 60.3 percent of NEOCC inmate survey respondents (n=136) indicated that they did not have problems sending or receiving mail within the past six months.
- 78.3 percent of NEOCC inmate survey respondents (n=120) indicated that they had not experienced problems with visits within the past six months.¹²⁸ However, most focus group participants relayed that they have not and will not receive any visits from family members while incarcerated at NEOCC.¹²⁹
- 79.7 percent of NEOCC inmate survey respondents (n=138) indicated that they had not experienced problems accessing telephones within the past six months.¹³⁰ In fact, the rate of telephones available per inmate is much higher than the average in state system units.¹³¹ Although access to telephones was not an issue, inmates relayed that the cost of international phone calls was prohibitive.¹³²

F. SECURITY CLASSIFICATION AND PRIVILEGE LEVELS

CIIC staff **DEFERS** a rating of the security classification reviews. NEOCC staff relayed that classification records are updated earlier than needed, but no system of recording the completions was available to review.

¹²⁵ A dedicated reentry resource center/section is planned for each of the two libraries at NEOCC (BOP and U. S. Marshal). Books ordered and pending delivery for each Reentry Resource Center include the following titles: Resume Building & Interviewing Skills: Excelling in the Pharmaceutical Job Search, Backing U!: A Business-Oriented Guide to Backing Your Passion and Achieving Career Success, 1-2-3 Magia: Disciplina Efectiva para Niños de 2 a 12 (Spanish Edition), Getting Along With You Know Who: A Practical Approach to Relationship Building, Out Think: How Innovative Leaders Drive Exceptional Outcomes, and Relationship Gems: For Building and Maintaining Healthy Relationships.

¹²⁶ In the state system prison libraries, two reentry computers are being implemented to assist inmates in the completion of reentry steps and tasks. The two reentry computers will provide software to assist inmates in resume preparation, cover letter writing, and other skill development and information related to employment, release steps, and reintegration into the community.

¹²⁷ The current absence of contact information and sources of post-release support serves as a barrier that increases the challenges and complications of the reentry process, as voiced by inmates in the 30-days-to-release focus group. .

¹²⁸ The top two reasons for visiting problems, for those who indicated problems, were distance for visitors and visiting hours/schedule.

¹²⁹ Some inmates stated that they did not have family living in the United States and, therefore, did not expect visitors. However, other inmates relayed that they were convicted in California and still have family living there, but their family cannot afford to visit them at NEOCC and they have been unable to obtain a transfer to a closer BOP institution.

¹³⁰ The top two reasons for telephone problems, for those who indicated problems, were that phones were broken, and there are not enough phones.

¹³¹ NEOCC had four telephones per 48-50 inmates in each pod; in comparison, most state system housing units have four telephones per 100-200 inmates.

¹³² For example, inmates indicated that phone calls to Mexico cost \$0.75 per minute, thus making a ten minute phone call would cost \$7.50. For inmates that do not receive financial support from family members to supplement their monthly pay, the cost of phone calls significantly limits their communication with family.

REENTRY AND REHABILITATION RECOMMENDATIONS

- Evaluate the lower number of academic enrollments and the number of academic certificates given, and develop strategies to improve both.
- Consider developing strategies to increase the volume of materials in the libraries to increase the per capita rate.
- Ensure proposed additional reentry initiatives are implemented, which could also include reevaluating the Case Managers' workload to ensure adequate communication with inmates.
- Continue developing strategies to create and provide vocational education and career-technology programs.

VI. FISCAL ACCOUNTABILITY

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

A. STAFFING

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

Overtime Management

- In CY 2012, NEOCC paid \$1,076,460.66^{xxiii} in total staff overtime hours which was an increase of 112.7 percent from the \$506,204.83 paid in CY 2011.^{xxiv} The amount paid in CY 2012 was less than the average¹³³ overtime paid by state system institutions in 2012.
- In CY 2012, NEOCC paid \$990,001.16^{xxv} in overtime to their security staff. The amount paid in 2012 was a 127.2 percent increase from the 435,736.24 paid in 2011.^{134xxvi}

Vacancies

- On the day of the Inspection, NEOCC reported 47 total staff vacancies¹³⁵ including 32 correctional officer positions.^{xxvii} Of the 47 total vacancies, only seven positions were categorized as "actively looking to fill" including four correctional officer positions.
- NEOCC increased its total vacancy rate from 7.0 percent in 2011 to 9.0 percent in 2012.^{136xxviii}
- NEOCC had a staffing rate of 93 percent in 2011 and 2012. As of July 10, 2013, the institution was staffed at the required 95 percent.^{137xxix}

Turnover Ratio

- NEOCC reduced its turnover rate from 12.2 percent in CY 2011 to 10.0 percent in CY 2012.^{xxx}

¹³³ The average state system total overtime paid in 2012 was \$2,200,577.

¹³⁴ Most of the overtime was paid to the special response team. The special response team responds to critical incidents in the prison and to other federal prisons around the country. The Other contributing factors include round trip visits to county jails and courthouses to retrieve inmates.

¹³⁵ Of the 47 total vacancies, only seven positions were categorized as "actively looking to fill" including four correctional officer positions.

¹³⁶ Comparison is based on vacancy rate as of December 2011 and December 2012.

¹³⁷ The CCA Facility Support Center requires their institutions to maintain a 95 percent staffing rate.

Training¹³⁸

- The FY 2012 NEOCC mandated training completion rates consisted of the following:^{xxx}
 - Non-Security Staff: 99.2 percent
 - Security Staff: 99.1 percent

Evaluations¹³⁹

- In CY 2012, NEOCC staff completed 396 (97.8 percent) of 405 required performance evaluations on time.^{140xxxii} This is significantly higher than the state correctional system average.

Morale

- During staff interviews, many officers rated morale as either average or low based on the lack of officers in the housing units. Many of the officers relayed safety concerns as result of the reduced number of officers on the units to help provide assistance.

B. FISCAL RESPONSIBILITY AND NEEDS

CIIC's evaluation of fiscal responsibility and needs includes a document review and an interview of staff regarding the implementation of cost saving initiatives, and those independently developed by staff. CIIC rates their fiscal responsibility as **DEFERS**.

Fiscal Audit

- CIIC was not provided with the most recent NEOCC fiscal audit.

Cost Savings

- CIIC was not provided with CY 2012 cost savings information.

Energy Conservation

- In CY 2012, NEOCC reduced its total utility costs by 2.5 percent from CY 2011. The most significant decrease was in regard to gas usage which decreased by 49.4 percent.

¹³⁸ According to Corrections Corporation of America policy 4-1 ("Staff Development and Training"), custody (security) and non-custody staff (non-security) are required to complete a minimum of 40 hours of in-service training. Additional training may be required or offered based on position title.

¹³⁹ CIIC's review of evaluations consists of a document review and staff interviews.

¹⁴⁰ Performance evaluations were required to be completed during the following period: February 17, 2012- April 30, 2012. The institution has completed 398 (96.4 percent) of 413 of their 2013 performance evaluations on time which were expected to be completed between January 1, 2013- March 31, 2013.

- Also, NEOCC was under their projected budget¹⁴¹ for their gas and electric usage in 2012.
- Negatively, NEOCC was over their projected budget¹⁴² for water usage which increased by 17.4 percent in 2012. As a result, NEOCC staff implemented a costs savings initiative to reduce the water usage for 2013.^{143xxxiii} The 2011-2012 utility costs comparison¹⁴⁴ is illustrated in the chart below:

Energy Type	2011	2012	Percent Change
Gas	\$377,186.68	\$190,726.06	-49.4%
Electric	\$496,199.30	\$494,687.30	-0.3%
Water	\$833,301.23	\$978,386.45	17.4%
Total	\$1,706,687.21	\$1,663,799.81	-2.5%

Recycling and Waste Reduction

- Documentation was not available to observe.¹⁴⁵

Capital Projects

NEOCC requested funding for the following capital request projects in FY 2012:^{xxxiv}

- \$390,000.00 for roof repair of the roof top units.
- \$107,000.00 for security camera's.
- \$ 79,591.00 for Ford Ranger truck.
- \$ 74,700.00 for new dish machine.
- \$ 70,350.74 for two E-350 vans.
- \$ 67,547.60 for hot water boilers.¹⁴⁶
- \$ 17,453.63 for Kubota Zero Turn mower.
- \$ 16,615.55 for radios.
- \$ 15,491.62 for two refrigerators.
- \$ 15,207.32 for two heated cabinets.
- \$ 1,456.28 for shelving unit.

¹⁴¹ In CY 2012, NEOCC was \$179,908.65 under their gas budget (\$370,634.71) and \$18,645.68 under their electric budget (\$513,332.98).

¹⁴² In CY 2012, NEOCC was \$149,748.27 over their water budget (\$828,638.18).

¹⁴³ NEOCC monitors the number of toilet flushes in an effort to reduce water usage.

¹⁴⁴ Comparison reflects the invoices received during January - December 2011 and January – December 2012.

¹⁴⁵ NEOCC staff was unable to verify if the waste and/or energy audit were conducted in 2012 by the CCA Facility Support Center located in Tennessee.

¹⁴⁶ The number of hot water boilers was not provided by NEOCC.

C. PROPERTY

CIIC's evaluation of property includes a document review regarding the reduction of lost/theft claims initiatives developed by staff. CIIC rates their cost savings initiatives as **GOOD**.

- NEOCC paid \$1,185.69 in property loss payouts for FY 2012, a 14.6 percent decrease from the \$1,387.97 paid in FY 2011. ^{xxxv,xxxvi}

FISCAL ACCOUNTABILITY RECOMMENDATIONS

- Consider developing additional or different cost saving strategies to reduce water usage.
- Continue to evaluate overtime payouts and consider additional methods to reduce overall overtime hours.
- Consider developing cost savings initiatives.

VII. APPENDIX

A. INMATE SURVEY

A voluntary, confidential and anonymous survey of a representative proportion of the prisoner population was carried out for this inspection. The results of this survey formed part of the evidence base for the inspection. CIIC's inmate survey attempts to capture a significant sample of the inmate population across a wide range of issues.

At NEOCC, CIIC staff gave or attempted to give surveys to 219 inmates. Inmates were selected using a stratified systematic sampling method: at the start of the inspection, institutional staff provided a printout of inmates by housing unit and every fifth inmate was selected. CIIC staff provided an explanation of the survey to each selected inmate. CIIC staff later conducted sweeps of the housing units to collect the surveys. CIIC received 152 completed surveys, representing 10.1 percent of the average total BOP population.

DRC Inmate Survey

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 answers to these questions will remain anonymous. Please complete the survey **TODAY**. Upon completion, please hand it to your Case Manager. Thank you for your time and assistance.

Instructions for filling out survey: Please clearly mark within the boxes and do not select more than one option unless otherwise instructed.

Right Way

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Wrong Way

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

DEMOGRAPHICS

Q1 What is your race?	
White.....	9
Black.....	12
Hispanic.....	122
Other.....	7
Q2 How old are you?	
Under 21.....	0
21-25.....	12
26-30.....	16
31-35.....	29
36-40.....	22
41-45.....	25
46-50.....	16
51-55.....	18
Over 55.....	11

Q3 How long have you been incarcerated on this number?	
Less than 1 year.....	18
1-2 years.....	25
2-5 years.....	59
5-10 years.....	33
10-15 years.....	11
15-20 years.....	4
Over 20 years.....	2

Q4 Are you within one month of release?	
Yes.....	19
No.....	126

Q5 What types of offense(s) have you been convicted of? (Check all that apply)	
Crime against person excluding sex offense (i.e. murder, manslaughter, assault, robbery, etc.).....	0
Sex offense.....	2
Property offense (i.e. burglary, theft, etc.).....	3
Drug offense.....	103
Fraud.....	13
Other.....	32

HEALTH AND WELLBEING

Q6 Please answer the following regarding your unit.

	Yes	No
Do you normally have enough clean clothes for the week?	59	87
Are you normally able to shower five (5) days a week?	141	4
Do you normally have the opportunity to exchange for clean sheets every week?	38	105
Do you normally have the opportunity to request and receive cleaning chemicals every week?	100	46

Q7 How clean do you feel that your unit generally is?

Very Clean	26
Clean	96
Unclean.....	20
Very Unclean	8

Q8 How satisfied are you with the quality of the food here?

Very Satisfied.....	2
Satisfied.....	6
Neutral	17
Unsatisfied.....	42
Very Unsatisfied.....	82

Q9 Are health service request forms (aka sick call slips) responded to within two days?

Usually.....	41
Sometimes.....	50
Rarely	38
Never filed.....	19

Q10 Are you on the chronic care caseload?

Yes.....	18
No.....	124

If yes, are you generally receiving timely follow-ups?

Yes	11
No.....	35
N/A.....	26

Q11 Overall, how satisfied are you with the quality of healthcare provided by the following:

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	N/A
Nurses	11	21	39	30	35	5
Doctor	7	13	40	26	46	9
Dentist	11	22	30	23	44	9
Mental Health Staff	5	17	27	17	28	38

Q12 Do you have any emotional or mental health problems?

Yes.....	4
No	145

Q13 Are you on the mental health caseload?

Yes.....	3
No	146

Q14 Do you feel you have adequate access to mental health services?

Yes.....	26
No	69
N/A.....	49

Q15 Did you regularly use drugs or alcohol prior to incarceration?

Yes.....	43
No	105

Q16 Do you feel you have adequate access to recovery services programs?

Yes.....	36
No	85
N/A.....	24

Q17 How satisfied are you with access to recreation?

Very Satisfied.....	3
Satisfied	10
Neutral	15
Unsatisfied	38
Very Unsatisfied.....	85

Q18 Is the institutional recreation schedule generally followed?

<i>Usually / always</i>	23
<i>Sometimes</i>	66
<i>Never / rarely</i>	61

FAIR TREATMENT

Q19 Overall, do you normally have access to the following:

	Yes	No
Kites	61	54
Informal Complaints	57	66
Health Service Request Forms (sick call slips)	100	32

Q20 Do you know who the Inspector is?

<i>Yes</i>	14
<i>No</i>	135

Q21 Do you feel that informal complaints are generally dealt with fairly at this institution?

<i>Yes</i>	15
<i>No</i>	94
<i>Never filed</i>	33

Q22 Do you generally receive a response to informal complaints within seven days?

<i>Yes</i>	20
<i>No</i>	80
<i>Did not receive a response</i>	16
<i>Just filed</i>	5
<i>N/A</i>	25

Q23 Do you feel that grievances are generally dealt with fairly at this institution?

<i>Yes</i>	16
<i>No</i>	98
<i>Never filed</i>	28

Q24 Do you generally receive a response to grievances within fourteen days?

<i>Yes</i>	21
<i>No</i>	70
<i>Did not receive a response</i>	9
<i>Just filed</i>	4
<i>N/A</i>	38

Q25 Do you feel that grievance appeals are dealt with fairly?

<i>Yes</i>	15
<i>No</i>	93
<i>Never filed</i>	35

Q26 Have you ever felt that you were prevented from using the grievance procedure when you wanted to?

<i>Yes</i>	54
<i>No</i>	76

Q27 If you have never used the grievance procedure, why not? (Choose the best answer)

<i>No problems / reason to use</i>	30
<i>Grievance procedure does not work</i>	47
<i>Staff retaliation</i>	22
<i>Form not available</i>	8
<i>Do not want to be a snitch</i>	14
<i>Do not know how to use</i>	9
<i>N/A</i>	22

Q28 Do you feel that staff generally follow disciplinary hearing procedures?

	Yes	No	Don't Know
Hearing Officer	25	59	54
RIB Panel	6	39	59

Q29 Overall, do most staff conduct themselves professionally?

<i>Usually</i>	27
<i>Sometimes</i>	67
<i>Rarely</i>	48

Q30 Have you been harassed, threatened, or abused by staff here?

Yes..... 51
 No..... 95

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

Insulting remarks (about you or your family or friends) 18
Physical abuse (being hit, kicked or assaulted) 2
Sexual abuse 1
Feeling threatened or intimidated 28
Having your commissary / property taken 24
Debt 1
Drugs 2
Race or ethnic origin 18
Religion / religious beliefs 9
Sexual orientation 1
Age 3
Disability / medical condition 5
You were new here 10
Offense / crime 2
Gang related issues 2
N/A 22

Q31 Do you feel that your Case Manager is helpful?

Yes..... 78
 No..... 65
 Do not know who this is 3

Q32 Do you feel that your Unit Manager is helpful?

Yes..... 72
 No..... 72
 Do not know who this is 2

SAFETY

Q33 How safe do you feel inmates are at this institution from other inmates (violence, extortion, etc.)?

Very Safe 27
Safe 51
Neutral 49
Unsafe 11
Very Unsafe 5

Q34 Have you been harassed, threatened, or abused by other inmates here?

Yes..... 7
 No..... 139

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

Insulting remarks (about you or your family or friends) 6
Physical abuse (being hit, kicked or assaulted) 2
Sexual abuse 1
Feeling threatened or intimidated 5
Having your commissary / property taken 4
Debt 2
Drugs 1
Race or ethnic origin 2
Religion / religious beliefs 3
Sexual orientation 1
Age 1
Disability / medical condition 1
You were new here 3
Offense / crime 2
Gang related issues 1
N/A 28

Q35 If you have been harassed, threatened, or abused by either inmates or staff, did you report it?

Yes..... 19
 No..... 58
 N/A..... 60

If yes, are you satisfied with how it was handled?

Yes 10
 No 21
 N/A..... 46

Q36 Is it easy or difficult to get illegal drugs in this prison?

Easy 7
Neutral 6
Difficult 21
Do not know 106

Q37 Is it easy or difficult to get tobacco in this prison?

Easy.....	8
Neutral.....	1
Difficult.....	20
Do not know.....	113

Q38 Is it easy or difficult to get alcohol in this prison?

Easy.....	3
Neutral.....	4
Difficult.....	21
Do not know.....	113

Q39 What type of gang activity frequently occurs at this institution? (Choose all that apply)

Gang activity is not frequent at this institution.....	83
Assaults.....	13
Theft.....	6
Extortion.....	7
Gambling.....	12
Sex Trade.....	6
Drug Trade.....	8
Other.....	23

REHABILITATION AND REENTRY

Q40 Do you know the criteria to reduce your security / privilege level?

Yes.....	24
No.....	108

Q41 Have staff discussed with you what programs you should be taking while incarcerated?

Yes.....	71
No.....	67

Q42 Have staff discussed a reentry plan for you?

Yes.....	14
No.....	122

Q43 Do you know where you can find reentry resources?

Yes.....	13
No.....	120

Q44 Do you know how to obtain the following after release?

	Yes	No	N/A
Housing	42	71	13
Job	42	70	13
State ID	38	69	17
Food	44	65	14
Continuing Health Care (medication, etc.)	28	76	16
Recovery Services (NA, AA, etc.)	25	75	17
Education	42	62	17
County agency information	24	77	22

Q45 How easy or difficult is it to get into the following activities in this prison?

	Easy	Neutral	Difficult	N/A
Prison Job	44	43	40	2
Vocational Training	29	55	32	9
Academic Programming (ABLE, Pre-GED, GED)	49	42	22	12
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	21	45	30	29
Mental health/wellness programming	19	35	36	35
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	19	31	31	41

Q46 How satisfied are you with educational programs at this institution?

Very Satisfied.....	10
Satisfied.....	21
Neutral.....	32
Unsatisfied.....	25
Very Unsatisfied.....	45
Never participated.....	8

If unsatisfied, why? (Check all that apply)

Lack of materials.....	46
Teacher was not good.....	54
Class was not interesting / not useful.....	45
Class did not apply to me.....	14
Class was frequently cancelled.....	16
Other : _____	9
N/A.....	19

Q47 How satisfied are you with unit programs (i.e. Thinking for a Change, Victims Awareness, etc.) at this institution?

Very Satisfied.....	6
Satisfied.....	26
Neutral.....	38
Unsatisfied.....	15
Very Unsatisfied.....	26
Never participated.....	26

If unsatisfied, why? (Check all that apply)

Lack of materials.....	26
Teacher was not good.....	31
Programs were not interesting / not useful.....	25
Programs did not apply to me.....	15
Programs were frequently cancelled.....	17
Other : _____	9
N/A.....	26

Q48 Have you had any problems with sending or receiving mail within the past six months?

Yes.....	54
No.....	82
N/A.....	8

Q49 Have you had any problems accessing the telephone within the past six months?

Yes.....	28
No.....	110
N/A.....	3

If yes, why? (Check all that apply)

Phones are broken.....	24
Not enough phones.....	18
Access denied by other inmates.....	4
Currently do not have phone privileges.....	7

Q50 Have you had any problems receiving visits within the past six months?

Yes.....	26
No.....	94
N/A.....	24

If yes, why? (Check all that apply)

Distance for visitors.....	39
Visiting hours / schedule.....	19
Visit scheduling process.....	7
Visitor turned away.....	9
Visitor not approved.....	7
I do not have people who want to visit.....	10
Currently do not have visitation privileges.....	4

Final Comments

Q51 What is the most positive aspect of this prison?

123

Q52 What would you most like to see changed here?

127

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

B. INSPECTION CHECKLISTS¹⁴⁷

Inspector: Furderer

Facility: NEoCC

Date: 7-9-13

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B1 + B3

Inmate Count: B1-67
B3-63

		COMMENTS
1. What is the security classification and privilege level of the unit population?	low	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> - B1 Other B3-Wellness <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO N/A	
6. How quickly are maintenance work orders completed?	within 24-72 hours	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	- twice/day - sometimes three
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- laundry central - ice in hallway
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>None</u> - Towel on floor <u>None</u> - Inappropriate pictures <u>None</u> - Clotheslines <u>None</u>	Cell door window obstructed <u>None</u> Material in lock <u>None</u> Material in cuff port <u>N/A</u> Graffiti <u>None</u>	

¹⁴⁷ The checklists here do not include all forms used by CIIC staff during the inspection process.

Inspector: Furderer

Facility: NEOCC
Date: 7-9-13

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>				YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		out of chemicals currently						
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
16. How many officers are on duty per shift?				1 st - 1 2 nd - 1 3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		- 1 each hour hour						
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3		Date <u>7/3</u> # <u>3</u> Date <u>7/5</u> # <u>3</u> Date <u>7/7</u> # <u>6</u>						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos				Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication):												

Inspector: Jackson

Facility: NEOCC
Date: 7-9-13

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B2 + B4

Inmate Count: B2=70/B4=57

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>Low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Other <u>In-Take</u> <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>Floor could be replaced but clean</u>
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	<u>YES</u> NO	<u>for switch board</u>
6. How quickly are maintenance work orders completed?	<u>within 24 hours</u>	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed _____ - Towel on floor _____ - Inappropriate pictures _____ - Clotheslines <u>one few</u>	Cell door window obstructed _____ Material in lock _____ Material in cuff port _____ Graffiti _____	

Inspector: Jackson

Facility: NEOCC
Date: 7-9-13

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>	YES <input type="radio"/> NO <input checked="" type="radio"/>	<i>Chemicals emptied by Porter</i>
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	<i>June</i>
16. How many officers are on duty per shift?	1 st - 1 2 nd - 1 3 rd - 1	
17. Are officers performing security checks at staggered, 30-min intervals? <i>60min</i> -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	<i>3 per Shift</i>	Date 7-8 # <u>3</u> Date <u>7-8</u> # <u>3</u> Date <u>7-6</u> # <u>3</u>

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input type="checkbox"/>	<i>Inmate Requests Telephone Number Requests Sick - calls</i>

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												

ADDITIONAL COMMENTS (including inmate communication):
Issue w/ the Board Switch Control to open doors from to B-2

Inspector: Jackson

Facility: WBOCC
Date: 7-9-13

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B-5 + B-7

Inmate Count: B-5(59) + B-7(54)

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>Low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <u>N/A</u>	
6. How quickly are maintenance work orders completed?	<u>24 hours</u>	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>want more Ajax</u>
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	<u>2 phones have static</u>
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following:		
- Cell window obstructed <u>None</u>	- Cell door window obstructed <u>None</u>	
- Towel on floor <u>None</u>	- Material in lock <u>None</u>	
- Inappropriate pictures <u>None</u>	- Material in cuff port <u>None</u>	
- Clotheslines <u>None</u>	- Graffiti <u>None</u>	

Inspector: Jackson

Facility: WBOCC
Date: 7-12

STAFF ACCOUNTABILITY													
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>	YES	<input checked="" type="radio"/> NO	<i>Empty Being re-filled</i>										
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO											
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO	<i>gone</i>										
16. How many officers are on duty per shift?	1 st - <i>1</i> 2 nd - <i>1</i> 3 rd - <i>1</i>												
17. Are officers performing security checks at staggered, 30 <i>60</i> min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO											
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	<i>3</i>		Date <i>7-2</i>	# <i>3</i>	Date <i>7-6</i>	# <i>3</i>	Date <i>7-7</i>	# <i>3</i>					
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>												
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input type="checkbox"/>		<i>Forms located in Operations Bulletin</i>										
EXECUTIVE STAFF ROUNDS													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward	_____												
DWO	_____												
DWSS	_____												
IIS	_____												
UMC	_____												
ADDITIONAL COMMENTS (including inmate communication):													

Inspector: Furderer

Facility: NEOCC

Date: 7-9-13

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B6 + B8

Inmate Count: B6-55
B8-52

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input checked="" type="checkbox"/> - <u>B6</u> Other <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> - <u>B8</u>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <u>N/A</u>	
6. How quickly are maintenance work orders completed?	<u>within 24 hour period</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/> - <u>locked down</u>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/> - <u>locked down</u>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- laundry facilities Centralized - ice machines in hallway
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following:	Cell window obstructed <u>None</u> Cell door window obstructed <u>None</u> Towel on floor <u>None</u> Material in lock <u>None</u> Inappropriate pictures <u>None</u> Material in cuff port <u>N/A</u> Clotheslines <u>None</u> Graffiti <u>None</u>	

Inspector: Furderer

Facility: NEOCC
Date: 7-9-13

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>				YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		- currently out						
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
16. How many officers are on duty per shift?				1 st - 1 2 nd - 1 3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		- 1 each hour						
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3		Date <u>7/3</u> # <u>4</u> Date <u>7/5</u> # <u>7</u> Date <u>7/7</u> # <u>6</u>						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos				Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication):												

Inspector: JH/JS

Facility: NEOCC
Date: 7/9/13

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C1/C3/C5

Inmate Count: C1³⁸ C3⁴⁵ C5³⁸

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Low/Min.	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Other CI - Spec. GED / NEA <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <u>N/A</u> NO	
6. How quickly are maintenance work orders completed?	<u>-</u>	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	- black in grout but clean
8. How often are shower facilities cleaned? - Inmate porter asked <input checked="" type="checkbox"/>	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> 2x Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	(C3) Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	1 out for months one for C block
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	- very orderly - clean
12. How many of the following:	Cell window obstructed <u>none</u> Cell door window obstructed <u>none</u> Towel on floor <u>none</u> Material in lock <u>none</u> Inappropriate pictures <u>none</u> Material in cuff port <u>none</u> Clotheslines <u>none</u> Graffiti <u>none</u>	

Inspector: JH

Facility: NEOCC
Date: 7/9

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/> N/A		YES	<input checked="" type="radio"/> NO	- all were empty; fill M/W/F at central locat. in institution (warehouse)								
14. Is the first aid box secured? - First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
15. Is the fire extinguisher receiving monthly inspections? - Extinguisher checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
16. How many officers are on duty per shift?		1 st - 1 2 nd - 1 3 rd - 1		+ sometimes one floater								
17. Are officers performing security checks at staggered, 30 min intervals? <i>1 hr + watch Tours</i> - Log observed <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
18. How many shakedowns are performed on each shift? - Log observed <input checked="" type="checkbox"/>		3 per shift		Date <u>7/3</u> # <u>6</u>		Date <u>7/1</u> # <u>6</u>		Date <u>7/6</u> # <u>6</u>				
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos		(c3) Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>										
20. Are the following forms in stock on the unit? - Forms observed <input checked="" type="checkbox"/>		Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> - w/ unit staff HSRs <input checked="" type="checkbox"/>										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
AWD DWO												
AWP DWSS												
JIS GO												
COUN UMC												
ADDITIONAL COMMENTS (including inmate communication): * can only flush once every 15 mins/water pressure issues * Top bunk - need ladders * several co-pays to be seen by doctor												

Inspector: Saul

Facility: NEOCC

Date: _____

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C24, C

Inmate Count: 49, 42, + 54

		COMMENTS
1. What is the security classification and privilege level of the unit population?	low security	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	some tables appear new. - no debris
4. How many of the following are inoperative?	Toilets - 0 Sinks - 8 Showers - 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO	
6. How quickly are maintenance work orders completed?	Next day or 2 days	
7. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor <u>none</u> - Inappropriate pictures <u>none</u> - Clotheslines <u>none</u>	Cell door window obstructed <u>none</u> Material in lock <u>none</u> Material in cuff port <u>none</u> Graffiti <u>none</u>	

Inspector: _____

Facility: _____
Date: _____

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>				YES NO		18 bottles no clear inventory						
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES NO								
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES NO		June 2013						
16. How many officers are on duty per shift?				1 st - 1 2 nd - 1 3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES NO		Every hour or less						
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3 per shift		Date 7/7 # 7 Date 7/1 # 6 Date 7/3 # 6						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos				Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
20. Are the following forms in stock on the unit? -Forms observed <input type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> No grievance HSRs <input type="checkbox"/> out								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication):												

Inspector: Saul

Facility: _____

Date: _____

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C7, 9, 11

Inmate Count: 42, 53, 43

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <u>N/A</u> NO	
6. How quickly are maintenance work orders completed?	<u>within 24 hrs</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor <u>none seen</u> - Inappropriate pictures <u>none seen</u> - Clotheslines <u>none</u>	Cell door window obstructed <u>none</u> Material in lock <u>none</u> Material in cuff port <u>none</u> Graffiti <u>none seen</u>	

Inspector: _____

Facility: _____
Date: _____

STAFF ACCOUNTABILITY													
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>				YES NO		13 loose bottles							
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES NO		YES							
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES NO		last June 2013							
16. How many officers are on duty per shift?				1 st - \ / 2 nd - \ / 3 rd - \ /									
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES NO		hourly not staggered							
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				3 per shift		Date 7/7 # 4 Date 7/1 # 0 Date 7/3 # 3							
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos				Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>									
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input type="checkbox"/> ICRs <input type="checkbox"/> out HSRs <input checked="" type="checkbox"/>		grievances from staff							
EXECUTIVE STAFF ROUNDS													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward													
DWO													
DWSS													
IIS													
UMC													
ADDITIONAL COMMENTS (including inmate communication): 													

Inspector: Saul

Facility: NEOCC
Date: _____

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C 8, 10, 12

Inmate Count: 43, 50, 51

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <u>N/A</u> NO	
6. How quickly are maintenance work orders completed?	<u>"day or two"</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor <u>none</u> - Inappropriate pictures <u>none</u> - Clotheslines <u>none</u>	Cell door window obstructed <u>none</u> Material in lock <u>none</u> Material in cuff port <u>none</u> Graffiti <u>none</u>	

Inspector: _____

Facility: _____

Date: _____

STAFF ACCOUNTABILITY													
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>		YES	NO	27 bottles loose									
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO										
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO	last June 2013									
16. How many officers are on duty per shift?		1 st - 1	2 nd - 1	3 rd - 1									
17. Are officers performing security checks at staggered, 30-min intervals? -Log observed <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO	1 per hour not staggered									
18. How many shakedowns are performed on each shift? -Log observed <input type="checkbox"/>		3 per shift		Date 7/7 # 6	Date 7/1 # 6	Date 7/8 # 6							
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos		Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>				
20. Are the following forms in stock on the unit? -Forms observed <input type="checkbox"/>		Kites <input checked="" type="checkbox"/>	ICRs <input type="checkbox"/>	HSRs <input checked="" type="checkbox"/>	request to staff no grievances - from counselor								
EXECUTIVE STAFF ROUNDS													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward													
DWO													
DWSS													
IIS													
UMC													
ADDITIONAL COMMENTS (including inmate communication):													

Inspector: Saul

Facility: NEOCC
Date: 7/10

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: D1, 3, 5

Inmate Count: 42, 52, 43

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <u>N/A</u> NO	
6. How quickly are maintenance work orders completed?	<u>"very quickly"</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor _____ - Inappropriate pictures _____ - Clotheslines _____	Cell door window obstructed <u>none</u> Material in lock _____ Material in cuff port _____ Graffiti _____	

Inspector: _____

Facility: _____

Date: _____

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>		YES	<input checked="" type="radio"/> NO	only 3 loose bottles in control room, no IM IDs								
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
16. How many officers are on duty per shift?		1 st - 1	2 nd - 1	3 rd - 1								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO	watch tour at least once per hour, tends to not be staggered								
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>		3 per shift		Date 7/1 # 3	Date 7/3 # 3	Date 7/2 # 6						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos		Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input type="checkbox"/>	N <input type="checkbox"/>	Y <input type="checkbox"/>	N <input type="checkbox"/>			
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>		Kites <input checked="" type="checkbox"/>	ICRs <input type="checkbox"/>	HSRs <input checked="" type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication):												

Inspector: Saul

Facility: NEOCC

Date: _____

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: D 2, 4, 6

Inmate Count: _____

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Other <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <u>N/A</u> NO	
6. How quickly are maintenance work orders completed?	<u>"sometimes some day"</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> <u>2x per day</u> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor <u>↓</u> - Inappropriate pictures <u>↓</u> - Clotheslines <u>↓</u>	Cell door window obstructed <u>none</u> Material in lock <u>↓</u> Material in cuff port <u>↓</u> Graffiti <u>↓</u>	

Inspector: Saul

Facility: _____

Date: _____

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input checked="" type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/> N/A		YES	NO	28 bottles in 3 tubs no inventory								
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
16. How many officers are on duty per shift?		1 st -	2 nd -	3 rd -								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>		<input checked="" type="radio"/> YES	NO									
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>		3 per shift		Date <u>7/1</u>	# <u>3</u>	Date <u>7/3</u>	# <u>3</u>	Date <u>7/8</u>	# <u>5</u>			
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos		Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>	Y <input type="checkbox"/>	N <input type="checkbox"/>	Y <input type="checkbox"/>	N <input type="checkbox"/>	Y <input type="checkbox"/>	N <input type="checkbox"/>			
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>		Kites <input checked="" type="checkbox"/>	ICRs <input type="checkbox"/>	HSRs <input checked="" type="checkbox"/>								
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication):												

Inspector: Saul

Facility: NEOCC
Date: 7/10

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: D78,9

Inmate Count: 47,56,48

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>low</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Other <input type="checkbox"/>
FACILITIES		
3. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. How many of the following are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <u>NA</u> NO	
6. How quickly are maintenance work orders completed?	<u>"pretty quick"</u> <u>"w/in 24 hours"</u>	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
8. How often are shower facilities cleaned? - Inmate porter asked <input type="checkbox"/>	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
9. What is the room temperature?	Acceptable <input type="checkbox"/> Too hot/cold <input checked="" type="checkbox"/>	<u>Too hot in D7</u>
10. Are the following <u>all</u> operational? - Phones - Laundry Facilities - Drinking Fountains - Ice machines - Microwave(s)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>very orderly</u>
12. How many of the following: - Cell window obstructed <u>none</u> - Towel on floor <u>↓</u> - Inappropriate pictures <u>↓</u> - Clotheslines <u>↓</u>	Cell door window obstructed <u>none</u> Material in lock <u>↓</u> Material in cuff port <u>↓</u> Graffiti <u>↓</u>	

Inspector: Saul

Facility: NEOCC
Date: _____

STAFF ACCOUNTABILITY												
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked <input type="checkbox"/> - Bottles match inventory Y <input type="checkbox"/> N <input type="checkbox"/>	YES <input type="radio"/> NO <input checked="" type="radio"/>	loose bottles										
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>											
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>											
16. How many officers are on duty per shift?	1 st - \ 2 nd - \ 3 rd - \											
17. Are officers performing security checks at staggered, 30-min intervals? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	once per hour										
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	3 per shift	Date <u>7/1</u> # <u>6</u> Date <u>7/3</u> # <u>6</u> Date <u>7/8</u> # <u>3</u>										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Commissary Schedule - Program Schedule - Staff photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>											
20. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
ADDITIONAL COMMENTS (including inmate communication):												

Inspector: _____

Facility: _____

Date: _____

AREA INSPECTED: INMATE HEALTH SERVICES

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	8	<input checked="" type="radio"/> Yes No	<input checked="" type="radio"/> Yes No	
Exam Rooms	3	<input checked="" type="radio"/> Yes No	<input checked="" type="radio"/> Yes No	
Infirmiry Beds	4	<input checked="" type="radio"/> Yes No	<input checked="" type="radio"/> Yes No	
Records Areas	1	<input checked="" type="radio"/> Yes No	<input checked="" type="radio"/> Yes No	
Bathrooms	2	<input checked="" type="radio"/> Yes No	<input checked="" type="radio"/> Yes No	
Waiting Area	1	<input checked="" type="radio"/> Yes No	<input checked="" type="radio"/> Yes No	
Is the space available sufficient to perform duties?		<input checked="" type="radio"/> Yes No	Comments:	
Do other government agencies inspect your facility?		<input checked="" type="radio"/> Yes No	Which agencies and how frequently? BOP OFFICE OF FEDERAL DETENTION THE JOINT COMMISSION (JACHO)	
SAFETY and SANITATION				
Review documentation of cleaning schedule if necessary. <i>N/A - excellent condition</i>				
Observed <input type="checkbox"/>				
Overall appearance of infirmiry.		Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>		Comments:
Are clearly marked sharps/ biohazard containers present in all exam rooms?		<input checked="" type="radio"/> Yes No	Comments: <i>mounted on walls in each exam room</i>	
Observed <input checked="" type="checkbox"/>				
Are officers making frequent checks of inmates housed in cells		<input checked="" type="radio"/> Yes No	Comments: <i>9:30 min</i>	
Observe officer log <input checked="" type="checkbox"/>				

Inspector: GTR

Facility: NBOCC

Date: 7/25/13

STAFFING and ADMINISTRATION				
MD/ALP 3	NP/PA 1	RN 8	LPN 15	DDS 2
DDS Asst 2	Hygienist 1	X-ray 1	Lab	HIT 5
Diet Tech 0	QIC 1	Other Pharmacist (2 pharm tech/LPNs) Secy		
Do you have consistent physician/ALPs? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments: 3yrs, 2yrs		
List any vacancies: (include length of time vacant)		Comments: 0		
List any contract staff		Comments: x-ray, pharmacist		
Are there any current concerns related to their performance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Comments: no work when scheduled, respond well to audit suggestions, provide on call coverage		
What is the annual average turnover of nursing staff?		Comments: n/a		
What are some of the reasons nurses leave?		Comments:		
Nursing Overtime	Average OT hours per month:	Usually mandatory or voluntary?		
Do supervisors work late shifts to monitor operations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How often? At least once a month at various times		
Do interdisciplinary meetings occur with departments?		Comments		
Mental Health	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SHU (weekly)		
Security	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Safety (monthly)		
Recovery Services	Yes No	Special needs (quarterly)		
		Emergency response (monthly)		

- Doctor selects inmates for wellness pod, recreation staff monitors their activity, RN works in coordination w/ r/c supervisor
- All chronic care pts.

Inspector: _____

Facility: _____

Date: _____

ACCESS			
Is information provided to new inmates regarding how and when to seek medical care?	<input checked="" type="radio"/> Yes <input type="radio"/> No	How? orientation process, handbook, intake packet, postings in the Multi-lingual	
Are inmates educated when changes to their treatment plan made?	<input checked="" type="radio"/> Yes <input type="radio"/> No	How? by Doctor, or by RNs, sometimes at Pill Call	
Are inmates with special needs or infectious diseases provided with education/counseling?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Types?	
Chronic Care Clinics			
How many inmates are in Chronic Care?	449	Total all clinics?	701 (June 2013)
Cardiac	20	Liver(HepC)	22
Diabetes	98	Lipid	185
PPD(TB) 2 (monitored)		Pulmonary	35
		HIV	4
		Oncology	7
		all in consultation 1	
		Pain - treated in the clinic	
		Other	
Is there a backlog among Chronic Care clinics beyond 15 days?	Yes <input checked="" type="radio"/> No	How many?	
How many inmates are within 1-15 days past their scheduled appointments?		Number:	
Number of Chronic Care appointments in last 90 days:		# of Chronic Care inmates who are no shows in past 90 days:	
What measures are taken to ensure compliance?	Comments: INMATES NOT ALLOWED TO IGNORE CALL OUTS.		
Are Patient satisfaction surveys conducted?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Comments: Unit team - annually - variety of topics (meds, FS, etc)	

- monitor ppd(tb)/HepC in infectious disease clinic separate from chronic care

Inspector: STC

Facility: Wepco

Date: 7/25/13

	#	Response Time?	Backlog?
Kites (last 6 months)	579	w/in 7 days	none
Informal Complaints (last 6 months)	108	w/in 14 days	- none - staff must meet w/ ☺
Nurse Sick Call (from Health Service Request)	405	48hrs week 72hrs over weekend	
Doctor Sick Call (from nurse referral)	20	should be w/in seven days	
Outside Consults (from doctor referral)	June 13	25 completed referred 27 completed	
EQUIPMENT			
Is all medical and dental equipment operational?	Yes No <input checked="" type="radio"/> <input type="radio"/>		How long for repair:
Any specialized or additional equipment needed?	Yes No <input type="radio"/> <input checked="" type="radio"/>		Comments
DOCUMENTATION AND TRAINING			
How are records kept secure to ensure confidentiality? Observed <input checked="" type="checkbox"/>	Comments		
How soon after intake are inmate medical records reviewed to ensure continuity of care between facilities?	Comments: 24-72hrs (over weekend) referral process via email - seen Thursday of by hrs upon arrival w/in 24hrs then chart is reviewed		
How frequently are patient records audited?	Comments: Daily		
How are staff trained on departmental policies and procedures?	Comments: Review policy individually and then discuss		

Inspector: _____

Facility: _____

Date: _____

Does staff receive training in emergency response and equipment? Are drills conducted?	<input checked="" type="radio"/> Yes <input type="radio"/> No	How Often?
What is the response time to emergencies?	< 4 min	
Statistics since January 2011		
BOP only	Expected Deaths	0
	Unexpected Deaths	0
	Suicides	0
	Homicides	0
	MRSA Cases	32

Inspector: GTG

Facility: NOCC
Date: 7/25/13

AREA INSPECTED: MENTAL HEALTH SERVICES

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	2	<input checked="" type="checkbox"/> Yes No	Yes No	
Conference Rms	0	Yes No	Yes No	
Classrooms	0	Yes No	Yes No	
Records Areas	1	<input checked="" type="checkbox"/> Yes No	Yes No	
Crisis Cells				
Describe number of crisis cells and location: <u>two in medical</u>				
How clean are the crisis cells?	Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>			
Do crisis cells have clear visibility?	<input checked="" type="checkbox"/> YES NO			
Do cells have protective secure screening on the windows and are they intact?	<input checked="" type="checkbox"/> YES NO			
STAFFING				
Psychiatrist <u>1 (2 days/wk)</u>	Psychologist <u>1</u>	APN-MH <u>0</u>	RN <u>0</u>	Psych Asst. <u>0</u>
LSW <u>0</u>	LISW <u>0</u>	SW <u>0</u>	PC	PCC
QIC	Other <u>LPC</u>			
List any vacancies <u>0</u>				
List any contract staff		<u>Psychiatrist</u>		

Inspector: _____

Facility: _____

Date: _____

MENTAL HEALTH SERVICES CONT.

CASELOAD			
Total Caseload	# 177	Non-Psychiatry Backlog?	
Psychiatric Caseload <i>chronic care</i>	# 44 50-55	Backlog?	
Number of SMI	#		
How many inmates are on the MH Caseload are in segregation?	# 2	How many are SMI?	#
Any inmates on mandated medications?	# 0	Types?	
Suicide Attempts (since January 2011)	# 1	<i>Do not track</i>	
Self-Injurious Behavior (past year)	# 2	<i>Do not track</i>	
Inmates Transferred to RTU (past year)	# 0	Average wait time per inmate?	
ACCESS			
	# (last six mos.)	Response Time?	Backlog?
Mental Health Requests	150	1 wk	0
Referrals	100	1 wk	0
Informal Complaints	2	1 wk	0
Segregation Rounds	Frequency? 1x week	Issues reported? sleep, stress	Assessment post-seg placement? every 30 days
Time period for initial psychiatry appointment?	14 days after referral		
What information is provided to new inmates re MH care?	How to access care, time period until initial evaluation, when they will be seen by psychiatrist		
CRISIS PREVENTION			
What strategies do you employ for crisis intervention?	<i>face to face observation, 15 min status checks</i>		
What measures are taken to prevent suicide?	<i>regular chronic care appts. suicide prevention during intake annual interview prevention</i>		

Inspector: _____

Facility: _____

Date: _____

MENTAL HEALTH SERVICES CONT.

RESTRAINTS				
Have restraints been used on any inmates in the past six months?	Yes <input type="radio"/> No <input checked="" type="radio"/>	Total #?	# on MH caseload?	Type of restraint?
		—	—	—
If yes to above, how long were inmates in the restraints?	—	How often are inmates in restraints checked by staff?		
What type of training does staff receive in regard to restraints?	Describe: Through security			
Have any injuries resulted from restraints in the past six months?	Yes <input type="radio"/> No <input checked="" type="radio"/>	Example?		
ACCOUNTABILITY				
What is the system for maintaining patient and record confidentiality?	Password protected electronic charts -hard copy charts kept in med rec			
How do you ensure that mental health information is kept current on DOTS?	N/A			
Is the MH caseload list distributed weekly?	Yes <input type="radio"/> No <input checked="" type="radio"/>	Who receives?		
Do interdisciplinary meetings occur with the following departments?	Describe:			
Medical	<input checked="" type="radio"/> Yes <input type="radio"/> No	Quality Assurance meetings Health service meetings		
Security	<input checked="" type="radio"/> Yes <input type="radio"/> No	Quality assurance meetings		
Recovery Services	Yes <input type="radio"/> No <input checked="" type="radio"/>			
Outside of the QIC process, how frequently are patient records audited?	weekly	Describe: Medical records staff review charts randomly for errors		

Inspector: _____

Facility: _____

Date: _____

MENTAL HEALTH SERVICES CONT.

What actions are taken if errors are revealed through the audit?	Errors found are forwarded to staff for correction/addendums
PROGRAMS	
(4) What evidence-based MH programs are currently offered to inmates?	just individual counseling ↴ no group counseling programs - attempted to have groups at one time, but very little interest showed by inmates
Any additional programs offered?	NONE
How many inmates participate in the programs?	—

- seen every 90 days to see psychiatrist
 35 Sick call, routine (cc), referral from nurses

2010 - weekly rounds to see CC

seg

- non-MI (I) can see every 30 days
- Not allowed to approach cell door, must have CO go through range and ask if (I) wants to see MH, then pulled out and needs 1-1 in sally port - (protects privacy)

Inspector: CTG

Facility: NECC

Date: 7/24/13

AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA

FACILITIES				
	#	Clean?	Organized?	Comments
Offices		Yes No	Yes No	could not evaluate
Class Rooms	✓	Yes No	Yes No	" " "
Is the space available sufficient to perform duties?		<u>Yes</u> No	Comments:	
STAFFING and ADMINISTRATION				
List all staff working in recovery services: <u>James Marcum, BA Psychology</u> <u>no chemical dependency certs.</u>				
What additional duties outside recovery services does these staff perform? <u>Conducts Mens' group, 10 wk 40hr</u> <u>- communication, parenting, motivational, thinking errors</u> <u>- anger mgmt - new beginnings (Pre-release programming) (40 hr wk/10wk)</u>				
What is the instructor to student ratio? <u>m/w/f BOP</u> <u>1:20-22</u> <u>T/YR = MANTRAS</u>				
List any vacancies: (include length of time vacant)	Comments: <u>∅</u>			
Are contract staff utilized? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Are there any current concerns related to their performance? Yes <input type="checkbox"/> No <input type="checkbox"/>	Comments: <u>N/A</u>			
Are inmate graduates used to facilitate programming? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<u>TUDOR THAT COMPLETED ALL THREE CLASSES,</u> <u>ASSISTS w/ SPANISH TRANSLATIONS.</u>			
Are there any current concerns related to their performance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Do you utilize volunteers? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> How Many?	How Utilized: <u>process of getting them vetted</u> <u>is difficult b/c its hard to find one w/out</u> <u>criminal background - language issue</u>			
INMATE PARTICIPATION				
Estimate what percentage of inmates are not assessed for RS:	<u>unknown</u>	Comments: <u>200 recommended by</u> <u>unit staff every 10 wks</u> <u>- ongoing</u>		
What efforts are made to reach out to inmates who do not admit to a need for recovery services?	<u>N/A</u>			

Inspector: _____

Facility: Woll

Date: 7/21/13

Does your staff conduct outreach (inmate orientation, workshops)?	What team makes recommendations based on court entries/judge recommendations - doesn't go to initial orientation b/c they are being teamed
What efforts are made to retain inmates in programs?	- if first couple weeks don't keep them in - doesn't keep make efforts to keep inmates in the program
What support do you receive from other departments (security, mental health)?	- can refer to MD if needed for counseling
Are there any special recovery services units or living quarters?	NO

RECORDS MANAGEMENT

Are all records stored in a locked filing cabinet? <input type="checkbox"/> Observed	NA	Comments:
How often are records audited to ensure they have all information required by 70-RCV-02?	NA	Comments:
How often does the recovery services quality improvement committee meet?	NA	Comments:

DUI OFFENDERS

How many DUI offenders are currently in the prison?	Comments:
How many DUI offenders are enrolled in programs?	Comments:

Additional Comments and Information:

Inspector: _____

Facility: _____

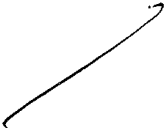



Date: _____

ENROLLMENT DATA	
<p>How many inmates are assessed as:</p> <p>Total=</p>	<p>R0:</p> <p>R1:</p> <p>R2:</p> <p>R3:</p>
<p>How many of each recovery services level are <u>currently enrolled in programs</u>?</p> <p>Total ENROLLED= 22</p>	<p>R0:</p> <p>R1:</p> <p>R2:</p> <p>R3:</p>
<p>How many of each recovery services level have <u>completed programming in the past year</u>?</p> <p>Total COMPLETED= 80-88</p>	<p>R0:</p> <p>R1:</p> <p>R2:</p> <p>R3:</p>
<p>How many of each recovery services level are on the <u>wait list</u>?</p> <p>Total WAITLISTED= 0</p>	<p>R0:</p> <p>R1:</p> <p>R2:</p> <p>R3:</p>

Inspector: _____

Facility: _____

Date: _____

RECOVERY SERVICES PROGRAMMING	
List all recovery services programs conducted at the institution by program name, enrollment by recovery services level, and total number completed in previous year: <i>2012</i>	
Program name	Enrollee by recovery services level
Name: <i>SAP</i> Total Enrolled: <i>22</i> Total Completed: <i>Approx 88-90</i>	R0: R1: R2: R3: 
Name: <i>New Beginnings (MIL-10 weeks)</i> Total Enrolled: <i>22</i> Total Completed: <i>80-90 approx</i>	R0: R1: R2: R3: 
Name: <i>Men's group</i> Total Enrolled: <i>18</i> Total Completed: <i>68-70</i>	R0: R1: R2: R3: 
Name: Total Enrolled: Total Completed	R0: R1: R2: R3: 
Name: Total Enrolled: Total Completed	R0: R1: R2: R3:

Inspector: Jackson

Facility: NEOCC
Date: 7-10-13

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 st - 3-4 2 nd - 3-4				
3. Menu on the day of the inspection.	7-9: Rice + Beans, Pasta, Salad, Green Beans, 7-10: Chicken Pottery, Potatoes,				
4. Inmates rated the meal: <i>Lacked variety</i>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	Acceptable <input type="checkbox"/>			
5. CIIC rated the meal:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input checked="" type="checkbox"/>			
6. Are groups of inmates predominately mixed races or segregated races?	Not Mixed				
7. How clean is the dining area? <i>Small food on floor near tray line</i>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input type="checkbox"/>			
8. What is the temperature of the food in the serving line?	Item	Before	During	After	
	Chicken Pottery	198°	196°	---	
	Soup	198°	196°	---	
	Macaroni Potatoes	174°	174°	---	
9. Are trays scraped in a different area from the food serving line?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
KITCHEN PREP AREA (including tools and equipment)		COMMENTS			
10. How clean is kitchen area? <i>Paper/Water Cleaning but had excess water</i>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input checked="" type="checkbox"/>			
11. Does the equipment appear to be clean?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
12. Is a chit system used to issue tools to inmate workers? -Chit closet observed <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
13. Is the quantity of the food served according to the menu?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
14. Is soap available in the inmate/staff bathroom?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
15. Are knives issued according to procedure? If so, are inmates supervised	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	1x per week			
16. What is the date of last fire equipment inspection? -Extinguisher checked <input checked="" type="checkbox"/>	DATE: <i>June 2013</i>				
17. What is the date of the last inspection by health inspectors? Did the facility pass?	DATE: <i>2-19-13</i>	<input checked="" type="checkbox"/> PASS <input type="checkbox"/> FAIL			
	Main Issue/Concern: <i>Chipped S spatula burst out light under the hood</i>				
18. What is the date of the last visit from the DRE Food Service Administrator? <i>CCA</i>	<i>Annual Audit August 2013 Mary</i>				

Inspector: Jackson

Facility: N/BOCC
Date: 7-10-13

19. Have there been any recent concerns regarding inmate health issues due to food? Are 72-hour test trays used?	YES NO <u>YES</u> NO	
20. How often is the cooking equipment sanitized?	<u>after each use</u>	
21. Is a kite log maintained? Inmates' Biggest Concern(s) -Log observed <input type="checkbox"/>	YES NO <u>YES</u> <u>NO</u>	<u>Governance Procedure</u>
22. Monthly Inventory and Usage Report Maintained? <u>weekly</u> -Previous month log observed <input checked="" type="checkbox"/>	YES NO <u>YES</u> NO	
23. Are all chemicals secured? -Log observed <input checked="" type="checkbox"/>	YES NO <u>YES</u> NO	
24. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES NO <u>YES</u> NO	
25. Are there open trash containers near food preparation or dish wash areas?	YES NO <u>NO</u>	
FOOD STORAGE AND APPLIANCES		COMMENTS
26. The number of appliances?	Freezers- 1 Ovens- 8	Coolers- 1 Kettles- 5 Grilles/Skillets- 1 <u>2 Hit Skillets</u>
27. Are any appliances in need of repair? -Service Call or work order requested <input type="checkbox"/>	<u>1 Kettle = 1 New one coming</u>	
28. Are there any standing puddles of water on the ground?	YES NO <u>YES</u> <u>NO</u>	
29. Do the coolers and freezers appear orderly and clean? Is there ice on the floor of coolers?	YES NO <u>YES</u> <u>NO</u>	
30. Is stored food wrapped and dated? Storage shelves observed <input checked="" type="checkbox"/>	YES NO <u>YES</u> <u>NO</u>	
31. Are containers of food stored off of the ground?	YES NO <u>YES</u> NO	
32. Is the shelf-life of non-perishable items less than 90 days?	YES NO <u>YES</u> NO	
33. Is the shelf-life of perishable items less than 7 days?	YES NO <u>YES</u> NO	
34. Is a safe distance maintained from the top of the stored food to the ceiling?	YES NO <u>YES</u> NO	<u>Pinches</u>
35. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)? <u>with hot water</u>	YES NO <u>YES</u> NO	
INMATE WORKERS		COMMENTS
36. How many inmate workers are assigned to the food services department?	<u>60 per shift</u>	
37. How are inmates selected?	<u>Unit staff assigns staff that are medically cleared</u>	

Inspector: JH

Facility: NECC
Date: 7/9 - 7/10

AREA INSPECTED: RECREATION

ACCESS TO RECREATION	COMMENTS	
1. Are activities available to all inmates, including those with disabilities?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Examples: <i>estate sched. (chow) - movies</i> Hobby craft / leisure in evenings
2. How many hours per day are inmates permitted to recreate?		
3. Example of typical recreation/yard schedule:	Morning hours: <u>8:00 - 10:00</u> / <u>10:00 - 12:30</u> <i>chow or gym rotating Sched.</i> Afternoon hours: <u>1:45 - 3:30</u> / <u>4:30 - 6:30</u> Evening hours: <u>7:5 - 9:30</u>	
4. How many inmates/housing units are permitted to recreate at any one time?	MAX 2 units	
5. How many inmates are involved in the following:	<i>band interests</i> Music Program (in progress) <i>add pod by 2013</i> Arts/Crafts Program <i>Hobby Craft - mail out prog 2x week</i>	
6. How frequently is recreation shut down due to staffing/unexpected issues?	Rarely <input checked="" type="checkbox"/> (50-100) Sometimes (2-3 times per week) <input type="checkbox"/> Frequently (3+ times per week) <input type="checkbox"/> <i>beading, crocheting, painting</i>	
7. Describe any obstacles to inmate access to recreation:	- weather is primary for Rec. areas of Marshall / Rec 2 area - Marshall: dictated by BOP movem.	
8. Where are activities posted for inmate information?	- units - hall - Rec 3 gym - Rec 2 outdoor	How frequently are they updated: <u>Monthly</u>
FACILITIES	COMMENTS	
9. Does recreation equipment appear to be clean and in good working order?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
10. What equipment is in need of maintenance?	- Fitness Service Plus comes out every 2 months (now 3 bikes / 1 stepper need repair)	
11. How many staff are assigned to supervise inmates?	1st <u>3</u> (include 1 Super) 3 officers on 3 2nd <u>6</u> 1 cooran.	
12. How many inmate program assistants are assigned to the recreation department?	10. <u>135</u>	
VARIETY/SELECTION OF ACTIVITIES	COMMENTS	
13. How often are new activities introduced?	Try to add, but lack of interest by BOP - stick to soccer/softball <i>w/ handball, volleyball, ball</i>	
14. What are examples of unique/innovative recreational opportunities provided at this institution?	Fitness pods: yoga / pilates / Biggest Loser monthly fitness tests	

Inspector: _____

Facility: _____

Date: _____

RECREATION CONT.

<p>15. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba)?</p>	<p>Pilates/yoga - classes + high intens. in fitness pods Tried high intensity aerobics but lack interest</p>
<p>16. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)?</p>	<p>- Biggest Loser (last time - week off prize)</p>
<p>17. How often is the selection of TV's movies rotated? ^{Rolling on} _{390 movie library need release}</p>	<p>Number of movies in rotation: 1 movie daily</p>
<p>18. What intramural sports are available at this institution:</p> <ul style="list-style-type: none"> Bball - indoor/outdoor (6-7 teams) • soccer in/out (10+ teams) Handball (in) pingpong (15) tennis (in) (25) soft softball (5-6 teams) Marshall (cornhole) 	
<p>19. What are the top concerns inmates express about recreation?</p> <ol style="list-style-type: none"> a. Not enough rec. (want more time) b. mostly equipment requests c. d. 	
<p>20. What activities or equipment would improve recreation?</p>	<p>Ludi beata (Jamaican game) Hackey sacks</p>
<p>Describe Recreation Facilities:</p> <p>Rec 1 - (Marshall) → all outdoor (walking track, soccer field, bball ct) ^{have equip, cages}</p> <p>Rec 2 - small open (same as Rec 1), pull up bars</p> <p>Rec 3 - gym (music room) + equip cage, ping pong (handball), exercise equip, ^{indoor pull up bars}</p> <p>Outdoor: softball, soccer, larger walking track, tennis, bball</p>	
<p>Additional Comments:</p>	

Corrections Analyst: CR

Facility: NEOCC

Date: 7.9.13

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 checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
2. Overall, instructional strategies and teaching methods were rated as:	Exceptional <input type="checkbox"/> Good <input checked="" 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 checked="" type="checkbox"/> Needs Improvement <input type="checkbox"/>
CIIC DOCUMENT REVIEW	
4. Overall, lesson plans were rated as: <i>well organized and comprehensive</i>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
5. Overall, student educational goal agreements were rated as: <i>NA</i>	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>vocational classes: carpentry, masonry, electricity</i>	1 Principal(s)/Assistant Principal <u>0</u> 7 Teachers (Academic, C-T, AJT, etc.) 0 Guidance Counselor/Educational Specialist Other 1 Librarian (FT) 1 Librarian Aide (PT) <i>in collect; but 1ms may take correspondence college courses on-line</i>
7. Current vacancies (<u>0</u> total)	Positions:
8. What is the average or approximate student/teacher ratio?	Academic - 20/1 Computer/AOT - 18/1 Career-Tech - 12/1 Life Skills - 15/1 Other - Spanish (not ESL) - 15/1 <i>teacher span to Engl.</i>
9. How many certified inmate tutors? <i>CCA-trained</i>	Academic - 9 Career-Tech - 9 } 18
10. What initiatives have been implemented to increase access to educational programs? <i>proactive step</i>	<i>Prin. goes to orientation to address incoming 1ms weekly. Speaks re. Education programs</i>
11. Describe education delivery (method and frequency) to segregation.	<i>Prin. makes rounds to seg + responds to kits 1X/week Librarian goes to seg + responds to kits 2X/week</i>

Corrections Analyst: CR

Facility: NEOCC

Date: 7.9.13

STAFF PROFESSIONAL DEVELOPMENT		
12. Describe opportunities and support for staff professional development, such as	<ul style="list-style-type: none"> Membership in association, trade, or professional group <i>NA</i> Attendance at association, trade, professional conferences <i>yes</i> Tuition support for continuing education or development <i>yes; CEA runs their own prof. development</i> 	
13. Describe opportunities for internal evaluation and improvement, such as	<ul style="list-style-type: none"> Principal ^{formal} evaluation of teachers <i>2 x year</i> Informal peer teacher feedback <i>none</i> 	<i>* Plan. developing a Prof. Dev. System: Changing from Inside Out, by 5 modules - Staff will be required to complete & refresh annually.</i>
14. Describe system for rewarding/incentivizing continuous professional development.	<i>Warden has own awards for taking responsibility of their area / job. Quarterly awards. - includes cash rewards.</i>	
SECURITY		
15. Is security staff on duty in the area during programming?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<i>are educ. staff are security trained</i>
16. Where is security staff located within the school setting?	<i>hallways & rounds</i>	
17. Are teachers issued man-down instruments?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<i>radio system + man down</i>
18. Are all instructional materials and tools stored and accounted for in a safe manner?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<i>Chennai system Locked cabinets + hit shadow system</i>
INSTITUTIONAL NEEDS ASSESSMENT		
19. Date of last annual institutional needs assessment:	<i>Annual Program Appraisals & 1M annual survey</i>	
20. What positives, negatives, or other 'take away' findings emerged?	<ul style="list-style-type: none"> a. <i>Positive result: new vocational areas will be business, culinary arts, fitness instruction</i> b. <i>-</i> c. <i>-</i> 	
SPECIALIZED EDUCATIONAL PROGRAMMING		
21. Does your institution offer any of the following specialized educational programs:	<ul style="list-style-type: none"> <i>yes</i> - Career-Technical Education <i>NA</i> - Career Enhancement Programs ⁶ 15 week modules in employment readiness, trades, and safety <i>NA</i> - Advanced Job Training (AJT) - college courses <i>1m's own & for correspondence courses</i> <i>NA</i> - Apprenticeship Programs <i>NA</i> - Title I (for educationally disadvantaged under 21 years) <i>NA</i> - Transitional Education Program (TEP) <i>NA</i> - Education Intensive Prison Program (EIPP) 	<ul style="list-style-type: none"> <i>* All classes/courses run 3 months -</i> <i>+ Unit Mgmt Teams run Unit prog. lastin 6 weeks + new grp. starts = keeps waitlist @ 'zero'</i>
22. What additional specialized educational programs are available?	<ul style="list-style-type: none"> a. <i>wellness & health = unit prog.</i> b. <i>faith based residential unit = conduct ed. programs @ unit</i> c. <i>NEA/Coback</i> 	
INSTRUCTIONAL MATERIALS and TECHNOLOGY		
23. Overall, are instructional materials provided to every student?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
24. Are instructional materials copyrighted or teacher-made?	<ul style="list-style-type: none"> Academic - <i>Both</i> Career-Tech - <i>Both</i> 	Copyright date: <i>Steele Vaughn Pearson Educ.</i>
25. Describe inmate student use of technology, if any.	<ul style="list-style-type: none"> Academic - <i>Both</i> Career - Tech - <i>Both</i> 	
26. To what degree is all technology currently working?	<i>All working</i>	Are repairs pending? <i>NA</i>

Inspector: CR

Facility: NECC

Date: 7.9.13

AREA INSPECTED: LIBRARY/LAW LIBRARY BOP & U.S. Marshal

FACILITIES	
1. Does the area appear to be clean and well-maintained?	<input checked="" type="radio"/> YES <input type="radio"/> NO
2. Does the area have attributes of an inviting environment?	<input checked="" type="radio"/> YES <input type="radio"/> NO
3. How many computers/typewriters are available for inmates' use? [of the total PCs for IM use, <u>2</u> # for LEGAL work and <u>0</u> # for REENTRY work] <u>Currently, NO Resource Center in Lib.</u>	<u>2</u> PCs (IM access) <u>13</u> typewriters
4. Describe the resources that are available electronically.	<u>CD's to learn English</u> <u>Lexus Nox.us on PC's</u> <u>NEW Res. Center in order development, opening in ~3 weeks (August 2013); ~20 books in dedicated area</u>
5. How often are new materials added to the library? <u>~90 days</u> <u>orders from Baker & Taylor</u>	What are your sources for new library materials? <u>purchases; some church donations; employees</u>
6. How many inmate workers are assigned to the library/law library? <u>6</u>	What duties do the library aides fulfill? <u>circulation, shelving books, repair, assist</u>
7. What media alternatives are available in addition to books, magazines, and newspapers?	<u>print only</u> Audio books <u>NO</u> Kindle <u>NO</u> Other <u>language CDs</u> Other _____
8. Are you aware that the CIIC reports are available to inmates in the library?	YES <input checked="" type="radio"/> NO <input type="radio"/> <u>no IM has ever requested a CIIC report</u>
ACCESS	
9. What is the most frequent use of the library by the inmates?	<u>legal research</u>
10. Are library services available daily, including weekends and evenings?	<input checked="" type="radio"/> YES <input type="radio"/> NO <u>BOP 71 hrs/week</u> <u>U.S.M. 67 hrs/week</u>
11. What is the minimum amount of time that most inmates are able to use the library?	<u>afternoons are busy</u> <u>evening also busy</u>
12. Is there a cap/limit on the number of inmates who may use the library at one time?	<input checked="" type="radio"/> YES <input type="radio"/> NO Cap/limit #: <u>BOP = 29 per safety code</u> <u>U.S.M. = 15 cap</u>
13. Describe access to library materials for inmates housed in special management areas	<u>lib. takes cart 1x week + requests = ~ 1/week</u> <u>Lib. aide goes to U.S.M. 1x week</u>
14. Describe your library initiatives that go above and beyond routine library services and support literacy development, reading, and learning. <u>not currently</u>	Book Clubs <u>NO</u> Literature Circles <u>NO</u> Tracking inmate interests and supplying additional materials based on interests <u>IMS</u> Other <u>librarian loan 20-30/mo.</u> Other _____ <u>encouraged to hire librarian - Lib. tracks interests, supplies requested materials.</u>

Inspector: CR

Facility: NEOCC

Date: 7-9-13

LEGAL	
15. Are BRC ^{CCA} Administrative Rules (5120-9 series) available to inmates upon request?	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Both libraries</p> <p>Prg. Statements at BOP Prg Standards CCA catalog of policies</p>
16. Are forms on hand to allow inmates to file court actions?	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Both libraries</p> <p>Is there assistance (from whom) available to inmate in completing these forms? Legal Aid Clerk (1)</p>
17. Describe access to legal research resources (e.g. LexisNexis, Westlaw)	<p>LexisNexis, Westlaw on PCs only</p> <p>- list of legal services kept in binder</p>
18. How many computers are currently equipped for legal research?	<p>#2 BOP 2 U.S. Marshal</p>
REENTRY	
19. How would you describe your 'reentry section' of the library? What types of materials and specific resources are included in that part of the library?	<p>BOP = upcoming Reentry Resource Center - Books i.e., Business start-up - career. ret. to college - parenting etc. U.S. Marshal will have duplicate matls.</p>
20. What resources are available to teach inmates how to prepare resumes, cover letters, etc.?	<p>Librarian searches Internet & prints info.</p>
21. What specific materials and resources exist related to employment, companies, and job searches?	<p>Ohio Univ. has prog. for inmates to return to college So inmates are directed to that prog. first. Same matls. in each lib.</p>
22. What reentry resource information is available to inmates on a county-by-county basis?	<p>U.S. Marshal lib. has some international info. More currently in BOP, but to be taken into consideration</p>
23. Describe your library stock of post-secondary educational materials and textbooks and other expository text.	<p>- some math books, business, etc. - most books are not post-secondary level - lib. are trying to increase post-secondary stocks.</p>
24. Describe the African-American/Hispanic/ethnic section.	<p>Af. Am. encyclopedias. Hispanic encyclopedias. Spanish novels ~ \$300+ ; some self-help books</p>
<p>ADDITIONAL COMMENTS (including library/law library schedule): U.S. Marshal library: 10000, 2 PC for legal, 3 typewriter, 1 legal clerk, has own printer/copier, ~ 1,000 fiction titles BOP lib. ~ 3,500 fiction titles</p>	

Inspector: Jackson

Facility: NEOCC
Date: 7-9-13

ENERGY, WASTE, AND RECYCLING

Energy Conservation	
1.	Who is your designated Energy Conservation or Recycling Coordinator (position title only)? <i>Maintenance or Facility Support Center in Tennessee Safety Manager (Recycling)</i>
2.	What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)? <i>Facility Support Center in Tennessee</i>
3.	What energy conservation initiatives have been developed? <i>Monitor number of flushes to conserve water</i>
4.	What staff member is the designated building operator? <i>Maintenance Manager</i>
5.	When was the energy audit conducted in CY 2012? Date: What strategies were developed to conserve energy usage? <i>Information Not Provided</i>
6.	What were the annual costs for the following utilities in CY 2012? Natural Gas: <i>\$ 199,726.06</i> Water: <i>\$ 478,386.45</i> Electricity: <i>\$ 494,687.30</i>
7.	Are institution staff made aware of the institution's waste reduction and energy conservation goals? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, how? _____
8.	Are inmates made aware of and trained regarding the institution's waste reduction and energy conservation goals? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, how? _____

Inspector: Jackson

Facility: NEOCC
Date: 7-9-13

Waste Reduction	
9. When was the waste audit conducted in CY 2012? What were the noticeable trends in waste disposal in 2012?	<i>[Handwritten scribble]</i>
10. What waste diversion tactics were developed as a result of the audit?	<i>[Handwritten scribble]</i>
11. How is the information tracked?	<i>CCA Facility Support Center in Tennessee</i>
12. Does the Energy Coordinator complete a monthly report documenting the costs, usage, weight, and savings and /or wastage? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, what were the average waste disposal numbers for the following in CY 2012: Monthly Costs: Monthly Savings: Monthly Weight: Monthly Wastage:	<i>[Handwritten scribble]</i>
13. Were local agencies, such as the health department, were used to assist in the audit? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, which agency was used?	<i>[Handwritten scribble]</i>
Recycling	
14. What is the most recycled item at the institution? Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Card board <input type="checkbox"/> Metal/Aluminum cans <input type="checkbox"/>	
15. How much money did the institution earn through its recycling program?	<i>Not Provided</i>
16. Did the institution have access to 50% of the earnings? Yes <input type="checkbox"/> No <input type="checkbox"/> If so, what was the money used for?	<i>Not Provided</i>
17. Does your facility have a material compactor? Yes <input type="checkbox"/> No <input type="checkbox"/> If not, what institution is the closest in proximity to recycle your items?	<i>Not Provided</i>
18. How do you dispose of recycled materials?	<i>Not Provided</i>

D. ENDNOTES

- ⁱ Northeast Ohio Correctional Center facility profile, Corrections Corporation of America website, Accessed by:<http://www.cca.com/facility/northeast-ohio-correctional-center/>
- ⁱⁱ Justice Prisoner and Alien Transportation System. U.S. Marshals Service website. Accessed by: <http://www.usmarshals.gov/jpats/>
- ⁱⁱⁱ Northeast Ohio Correctional Center information provided on-site, July 9-10, 2013.
- ^{iv} Northeast Ohio Correctional Center facility profile, Corrections Corporation of America website, Accessed by:<http://www.cca.com/facility/northeast-ohio-correctional-center/>
- ^v Northeast Ohio Correctional Center information provided on-site, July 9-10, 2013.
- ^{vi} Northeast Ohio Correctional Center, personal communication, July 9-10, 2013.
- ^{vii} Northeast Ohio Correctional Center information provided on-site, July 9-10, 2013.
- ^{viii} Ibid.
- ^{ix} Ibid.
- ^x Ibid.
- ^{xi} Ibid.
- ^{xii} Ibid.
- ^{xiii} Ibid.
- ^{xiv} Information provided by Northeast Ohio Correctional Center, July 16, 2013.
- ^{xv} A Report on Assaults, Disturbances, Violence, and Prosecution in the Ohio Department of Rehabilitation & Correction: January 1, 2007 through September 30, 2012.
- ^{xvi} Information provided by Northeast Ohio Correctional Center, July 16, 2013.
- ^{xvii} A Report on Assaults, Disturbances, Violence, and Prosecution in the Ohio Department of Rehabilitation & Correction: January 1, 2007 through September 30, 2012.
- ^{xviii} Information provided by Northeast Ohio Correctional Center, July 16, 2013.
- ^{xix} Ibid.
- ^{xx} Robison, C. (2011) Correctional Institution Inspection Committee Report on the Inspection and Evaluation of Northeast Ohio Correctional Center. Accessed by: <http://ciic.state.oh.us/northeast-ohio-correctional-center-federal/view-category.html>
- ^{xxi} State of Ohio Standard Inspection Report, Northeast Ohio Correctional Center, February 19, 2013.
- ^{xxii} Northeast Ohio Correctional Center, personal communication, July 9-10, 2013.
- ^{xxiii} Northeast Ohio General Ledger, Corrections Corporation of America Facility Expense Account Listing, July 9, 2013.
- ^{xxiv} Ibid.
- ^{xxv} Ibid.
- ^{xxvi} Ibid.
- ^{xxvii} Northeast Ohio Correctional Center staff vacancies, Corrections Corporation of America, July 10, 2013.
- ^{xxviii} Northeast Ohio Correctional Center, personal communication, July 11, 2013.
- ^{xxix} Northeast Ohio Correctional Center, personal communication, July 9-10, 2013.
- ^{xxx} Northeast Ohio Correctional Center, personal communication, July 11, 2013.
- ^{xxxi} Northeast Ohio Correctional Center training data provided on-site, July 9, 2013.
- ^{xxxii} 2012 Performance Evaluations Status Update, Northeast Ohio Correctional Center, January 1, 2012-March 31, 2012.
- ^{xxxiii} Northeast Ohio Correctional Center, personal communication, July 9-10, 2013.
- ^{xxxiv} Northeast Ohio Correctional Center information provided on-site, July 9-10, 2013.
- ^{xxxv} Ibid.
- ^{xxxvi} Ibid.