



Ohio State Penitentiary

February 2, 2015
February 5, 2015

Darin Furderer,
Report Coordinator

CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT ON THE INSPECTION AND EVALUATION OF OHIO STATE PENITENTIARY

Dates of Inspection:	February 2, 2015 February 5, 2015
Type of Inspection:	Unannounced
Legislators/CIIC Staff Present:	Representative Michelle Lepore-Hagan Joanna E. Saul, Director Darin Furderer, Corrections Analyst II Adam Jackson, Corrections Analyst II Margaret Ogonek, Corrections Analyst I Whitney Pesek, CIIC Fellow Jenna Daniels, CIIC Intern Katelyn Gibbons, CIIC Intern Haleigh Hamad, CIIC Intern Ceri Turner, CIIC Intern
Facility Staff Present:	Warden Jay Forshey CIIC spoke with many additional staff throughout the course of the inspection.

Institution Overview

Ohio State Penitentiary (OSP) is an administrative maximum (“supermax”) security male prison, housing Level 4 (maximum) and Level 5 (administrative maximum) security inmates. The facility is comprised of the main compound and a minimum camp, which is currently closed.¹ The facility opened in 1998 and is located on 240 acres in Youngstown, Ohio.ⁱ In FY 2014, OSP was approved for a budget of \$26,314,996.¹¹

The rated capacity for OSP is 504.ⁱⁱ As of February 2, 2015, the institution housed 438 inmatesⁱⁱⁱ (86.9 percent of capacity).

Demographically, 61.6 percent of the inmates are classified as black, 36.3 percent as white, and 2.1 percent as another race. The average inmate age was 33.2 years.^{2iv} As of February 1, 2015, OSP employed 320 total staff, of which 206 are security staff.^v

¹ Staff relayed there are plans to reopen the minimum camp in 2015, which will house female inmates.

² The youngest inmate was listed as 19.2 years of age and the oldest inmate was listed as 64.9 years of age.

The institution scored 100 percent compliance on the most recent ACA audit for mandatory standards,³ and 99.8 percent on non-mandatory standards.^{4,5vi} In its most recent full internal management audit,⁶ OSP was 100 percent compliant on mandatory standards⁷ and 99.8 percent compliant on non-mandatory standards.^{8vii} Of the Ohio Standards, the facility was 88.2 percent compliant on the applicable standards.^{9viii}

Executive Director Overview

OSP is a national model for administrative maximum/supermax prisons. It houses the state's most violent and disruptive prisoners in a safe environment that is humane and as rehabilitative as possible. The staff – from the Warden on down – are innovative at providing programming and mental stimulation despite the restrictive nature of the facility. Even the inmates were overall positive in their comments about the prison, which is particularly remarkable given the population.

Safety and security indicators are generally positive, although the facility did experience a large increase in assaults when they transitioned from Death Row bedspace to additional Level 4/5 bedspace. Control of illegal substances is good, which is an excellent reflection on staff. In fact, all measures related to staff accountability – both unit and executive – were good.

Health and wellbeing indicators were also generally good. The units were very clean. Mental health services – always a concern given both this population and the highly restrictive nature of the facility – are good. To be placed at OSP, inmates must first pass a mental health screening at the former facility and all inmates who have been at Level 5 for a year are placed on elevated mental health monitoring. Both of these protections appear to be working. Programming for both mental health and recovery services is good for the security classification level, and there was integration of healthcare services through the OSP Wellness program. The only concern was in regard to medical services, which had a high number of no-shows, as well as both inmates and staff relaying concerns.

³ OSP was compliant on each of the 56 applicable mandatory standards.

⁴ OSP was compliant on 432 of 433 applicable non-mandatory standards. The standard in which OSP was not in compliance with was pertaining to natural light in the dayroom.

⁵ The most recent audit by the Commission on Accreditation for Corrections was conducted on June 12-14, 2013.

⁶ The full internal management audit was conducted on March 18-20, 2014.

⁷ OSP was compliant in 56 of the 56 applicable mandatory standards.

⁸ One of the non-mandatory standards was found in non-compliance. The standard related to natural light in the dayroom.

⁹ OSP was compliant on 82 of 93 applicable Ohio Standards. The standards in which OSP was not in compliance with were pertaining to Unit Management 3rd shift hours, quality assurance documentation for prison intake and reentry accountability plans, documentation for the hazard communication program, the work order log, assessment of the respirator program, fire drill testing, medical follow-ups for chronic care inmates, documentation to the CQI committee, diabetes treatment, HIV chronic care follow-up visits, and OAKS documentation.

Staff/inmate interactions at OSP are exceptional – this is again remarkable given the population. Inmates were very positive regarding their unit staff, particularly their Case Managers, which is unusual. The grievance procedure appears to be operating very well, albeit with one concern in that the vast majority of grievance dispositions are beyond the standard 14 day timeframe. Segregation involves a very small group of inmates and it is overall good, although it is the institution's hotspot for critical incidents. The inmate disciplinary system was the only area to be rated "in need of improvement," primarily due to procedural issues – while these do need to be addressed, there was no evidence that the system was unfair or unjust.

Rehabilitation and reentry indicators were generally good, given the security classification. Staff have been innovative at providing reentry resources, programming, and mentoring for the population, which include some of the inmates most at-risk to reoffend once they return to the community. Through a partnership with the Hope Center, inmates approaching release are individually mentored. The library is a true point of pride for the institution, and inmates across the board were praising the library's services. Inmates also have excellent access to legal services, as the institution has a paralegal.

Last, fiscal accountability indicators were all good, as well. The facility has engaged in cost savings initiatives, including implementing a housing unit specifically for a small group of Level 1 inmates, which allowed the facility to stop paying an outside company for janitorial services and provides apprenticeship opportunities for those inmates. Staff management is also good, with very low turnover. The facility engaged in a cultural assessment following the change in Wardens that allowed introspection and improvement. Officers were very complimentary of the current Warden. The one negative is that officers also relayed a number of concerns regarding the middle management level of staff; however, given the proactive nature of the administration, CIIC trusts that ongoing improvements will be seen in the future to address these concerns.

Overall, the facility is truly excellent, which is again remarkable for the population, and continues to innovate for even greater success in the future.

I. INSPECTION SUMMARY

SAFETY AND SECURITY: GOOD¹⁰

INDICATORS	RATING	FINDINGS
Violence Outcome Measures	Acceptable	<ul style="list-style-type: none"> • Total inmate-on-inmate assaults in FY 2014 doubled in comparison to FY 2013. Total inmate-on-staff assaults in FY 2014 decreased by 24.7 percent in comparison to FY 2013. • The rate of inmate disciplinary convictions for assaults decreased by 16.1 percent during FY 2014 in comparison to FY 2013. The rate of inmate disciplinary convictions for assaults for FY 2014 at OSP was significantly less than the comparator prison, but more than the DRC average. • The rate of rule 19 convictions for FY 2014 slightly increased compared to FY 2013. The rate of rule 19 convictions for FY 2014 at OSP was significantly less than the comparator prison as well as the DRC average. • There have been zero homicides during the past two years.
Disturbances	Exceptional	<ul style="list-style-type: none"> • In FY 2014, OSP reported zero disturbances.
Use of Force	Acceptable	<ul style="list-style-type: none"> • Compared to FY 2013, in which 165 uses of force were reported, total uses of force decreased by 28.5 percent. The rate of use of force incidents also decreased by 22.6 percent. • The use of force rate for FY 2014 was less than the comparator prison, but significantly more than the DRC average. • A review of use of force incidents indicated that officers' responses to incidents were generally appropriate, staff appropriately referred incidents to a use of force committee, video documentation was available for

¹⁰ 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>almost all incidents, and there were only a few documentation errors.</p> <ul style="list-style-type: none"> • However, one incident was deemed to be unjustified and excessive by a use of force committee and another incident prompted serious concern. There were also a few incidents where the staff member(s) and/or the inmate were not seen by medical within an hour after the incident.
Control of Illegal Substances	Exceptional	<ul style="list-style-type: none"> • During FY 2014, zero percent of the inmates tested positive for the presence of an illegal substance. • During FY 2014, the institution did not drug test any inmates for programs as they are not approved to facilitate DRC treatment programs. However, they did test 34 inmates for cause.
Inmate Perception of Safety	Exceptional	<ul style="list-style-type: none"> • 87.5 percent of survey respondents reported they are very safe, safe, or neutral (in terms of safety). This was lower in comparison to the 2013 inspection. • Several open-ended survey responses indicated safety as a positive aspect of the facility. • The institution had zero inmates in segregation for refusal to lock and zero inmates were under PC investigation on the day of the inspection or had been approved PC placement.
Unit Security Management	Good	<ul style="list-style-type: none"> • Officers documented rounds in the requisite 30 minute, staggered intervals with a few exceptions of officers not staggering rounds on third shift. • Officers were consistent for the documentation of required shakedowns. • CIIC's review of cells indicated concerns of inmates covering cell windows and a few inmates hanging up clotheslines. • There were no overdue security classification reviews that were unaccounted for on the day of the inspection.
Institutional Security Management	Good	<ul style="list-style-type: none"> • Executive staff members are consistently making the required rounds in housing units based on a review of employee sign-in logs. • Staff demonstrated they track incidents by type, location, and time as well

		<p>as conduct quarterly analyses.</p> <ul style="list-style-type: none"> • The number of rule 17 (unauthorized group activity) convictions appears lower than their STG population, which is likely due to inmates obtaining an STG affiliation at other institutions. • There have been zero escapes and zero attempted escapes during the past two years.
Prison Rape Elimination Act (PREA)	Deferred	<ul style="list-style-type: none"> • The facility has not yet been audited for PREA compliance. • Staff reported 13 PREA cases in FY 2014, of which seven were allegations against a staff member and four were allegations against another inmate. All of the allegations were unfounded. • PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units.

HEALTH AND WELLBEING: GOOD

INDICATORS	RATING	FINDINGS
Unit Conditions	Good	<ul style="list-style-type: none"> • Most of the dayrooms/common areas were rated as good based on the cleanliness of the floors and their overall appearance. • There were no maintenance issues reported regarding sinks and urinals. However, it was reported that one shower in D1-D4 was inoperable. • Shower conditions were generally rated as good or acceptable.
Medical Services	Acceptable	<ul style="list-style-type: none"> • Medical facilities were observed to be in good condition. • Staffing levels appeared to be adequate to meet the medical needs of the inmate population. • Inmate focus groups were mostly positive regarding medical care at OSP; however, focus groups participants expressed concerns regarding the professionalism of staff. • Staff reported no backlog for Nurse Sick Call, Doctor Sick Call and Chronic Care clinics.

		<ul style="list-style-type: none"> • The percentage of Chronic Care No-Shows/AMA for the past six months was calculated to be very high and Doctor Sick Call No-Shows were moderately high. • The most recent Internal Management Audit reported five concerns.
Mental Health Services	Good	<ul style="list-style-type: none"> • Staffing levels appear to be sufficient given the numbers of individuals on the caseload. • Staff reported no backlog for mental health services. • The institution reported few critical incidents this past year. • The number of mental health programs offered to inmates and the number of inmates participating in programs is good, given the population of the institution. • Staff provides programming in segregation and assessment post-segregation is done when clinically necessary. • The most recent Internal Management Audit reported no concerns.
Recovery Services	Good	<ul style="list-style-type: none"> • The recovery service facilities were noted to be clean and orderly with sufficient space for staff to perform clinical duties. • OSP offers three pre-treatment programs in addition to several other programs intended to improve the well-being of the individuals at OSP. • Communication between recovery service staff and the rest of the institution appeared above average. • Outreach to inmates' families is good.
Food Services	Acceptable	<ul style="list-style-type: none"> • Meals sampled by CIIC was rated as good and acceptable. • The kitchen prep area was clean and clear of debris. • The institution passed its most recent health inspections with some concerns. However, OSP was only 81.0 percent compliant in their January 2015 evaluation. • Negatively, 81.1 percent of the inmate survey respondents were unsatisfied with the food which was significantly more negative than the responses from OSP inmates during the 2013 inspection

Recreation	Good	<ul style="list-style-type: none"> Physical facilities appeared clean and were in use during the inspection. Inmates are offered the activities permitted per policy for a Level 5 institution. Inmate focus group participants relayed that outdoor recreation is frequently shut-down and survey respondents reported moderately low satisfaction with recreation.
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FAIR TREATMENT: GOOD

INDICATORS	RATING	FINDINGS
Staff/Inmate Interactions	Exceptional	<ul style="list-style-type: none"> Inmate survey responses were generally very positive regarding staff, particularly unit staff. Vulnerable prisoner groups also relayed positive comments, stating that they did not have issues with staff and even that the staff at OSP are better than at other institutions. Staff relayed that they provide accountability for negative staff/inmate interactions through the inmate grievance procedure.
Inmate Grievance Procedure	Good	<ul style="list-style-type: none"> Access to the grievance procedure was good. The random review of informal complaint responses and grievance dispositions did not raise significant concerns. OSP's rate of untimely informal complaint responses is very low. Negatively, 72.2 percent of grievance dispositions were extended in CY 2014.
Inmate Discipline	In Need of Improvement	<ul style="list-style-type: none"> OSP's RIB procedures raised concern. The panel was not conducted in front of computers, as is usual, and did not have necessary equipment, such as signature pads. The panel did not follow the same procedures in even the two cases observed. The vast majority of inmates refused to attend either the hearing officer or the RIB hearing, or both.

		<ul style="list-style-type: none"> • The panel's review of evidence was somewhat good and has improved, but further improvement is recommended. • Mental health caseload inmates were not always evaluated by mental health staff prior to the hearing and it was not clear that the inmate rights form was being handled correctly when the inmate refused to participate. • Sanctions appeared much less than at other institutions for the same offenses; in contrast, inmates with serious misconduct were given 90 days of recreation restriction, which seems likely to cause more problems.
Segregation	Good	<ul style="list-style-type: none"> • Conditions of the unit appeared fine and no inmates raised concerns about conditions. All inmates are single-celled. • The unit held only 16 total inmates and only a handful had been in segregation for more than a couple weeks. The racial and mental health breakdowns were in line with the overall institutional population. • Minor concerns included appropriate signatures on the segregation log sheets and that inmates were blocking the windows to their cell doors. • Negatively, critical incidents are very frequent on the segregation unit, but this is likely due to the population.

REHABILITATION AND REENTRY: GOOD

INDICATORS	RATING	FINDINGS
Access to Purposeful Activities	Good	<ul style="list-style-type: none"> • OSP provides an adequate amount of programs and purposeful activity options for the high security population that they house. • OSP offers the following academic programs: ABLE, Pre-GED, and GED. The total academic enrollment at OSP increased from FY 2013 to FY 2014. Additionally, the rate of academic enrollment per 1,000 inmates is significantly higher than the comparator prison and the DRC average. • The rate of inmates on the waitlist for academic programs compared to those enrolled at OSP is significantly lower than the comparator prison and lower than the DRC average.

		<ul style="list-style-type: none"> • A slight majority of survey respondents indicated that it is easy or neutral to get into unit programming. • Community service hours increased from CY 2013 to CY 2014. However, the CY 2014 rate for community service hours was lower than the comparator prison and significantly lower than the DRC average.
Educational Programming	Good	<ul style="list-style-type: none"> • Total academic certificates earned slightly increased from FY 2013 to FY 2014, and the FY 2014 rate of certificates earned to academic enrollment was higher than both the comparator prison and the DRC average rate. • To increase the amount of educational programming available to the inmate population, staff use the inmate TV channel, CastNet, to show GED instructional videos. Additionally, inmates can request the corresponding textbook from the library to assist in their learning. • Total GEDs earned increased slightly from FY 2013 to FY 2014; however, the FY 2014 rate of GEDs earned was slightly lower than both the comparator prison and the DRC average rates. • There were students at different stages of the learning process in the same class. It was relayed that some students are studying for the Pre-GED test, while others are preparing for the GED test.
Library	Good	<ul style="list-style-type: none"> • The library was clean and well-maintained. Although the space was small, it appeared to be sufficient and there were wall to wall bookshelves full of a variety of materials. • In addition to the reentry resource guides for each county, there are numerous reentry books, which are marked "Reentry" on the library book list for inmates to request. • Library staff track inmate interests and attempt to provide materials fitting within their interest. • If an inmate requests a specific material that the library does not own, staff will attempt to locate the information online and provide a hard copy to the inmate to review. • Overall, a large portion of the inmate population reported positive comments about the library when asked about one positive aspect of the

		institution.
Ohio Penal Industries	N/A	<ul style="list-style-type: none"> OSP does not operate any OPI industries.
Reentry Planning	Good	<ul style="list-style-type: none"> The Unit Management Chief has a detailed form that unit staff are required to fill out regarding the inmates on their units. The UMC tracks completions of RPLANS for each inmate who is released using this form. Additionally, the UMC collects information regarding programs, inmate/staff concerns, contraband, cell conditions, incentives, among other areas. OSP currently provides three unit-based, reentry-approved programs with a total of 19 inmates enrolled and 419 inmates on the combined waitlists. Positively, inmates at OSP have access to two unique programs, the OSP Wellness program and the Transition to Community program. In a review of past releases, it was determined there were 12 inmates released and at the time of release, 10 inmates had completed RPLANS.

FISCAL ACCOUNTABILITY: GOOD

INDICATORS	RATING	FINDINGS
Fiscal Wellness	Good	<ul style="list-style-type: none"> Cost saving initiatives resulted in a savings of \$378,031.36. In CY 2014, OSP significantly decreased their property settlements. Despite a slight increase in overtime costs in 2014, OSP paid significantly less than the DRC average. However, OSP scored only 87.5 percent and 85.7 percent on their fiscal audits.
Environmental Sustainability	Good	<ul style="list-style-type: none"> In FY 2014, OSP decreased its electrical usage by 11.3 percent and its water usage by 6.9 percent. OSP decreased its total energy utility costs by \$70,916.99 (11.1 percent)

		<p>from FY 2013.</p> <ul style="list-style-type: none">• In FY 2014, OSP significantly increased their recycling revenue by 48.8 percent.• OSP completed their energy and waste audits.
Staff Management	Good	<ul style="list-style-type: none">• The FY 2014 turnover ratio (4.4 percent) was significantly better than the DRC average.• On the day of the inspection, OSP reported only one vacancy.• In CY 2014, OSP staff completed 82.7 percent of their required performance evaluations including 80.2 percent of their evaluations on time.• The CY 2014 training rates ranged from 95.8 percent to 99.0 percent.• Overall, most of the staff interviews were positive. The staff survey results were also mostly positive with some areas of concern.

RECOMMENDATIONS SUMMARY

- Ensure that inmates and staff are evaluated by medical as soon as possible following a use of force incident. Conduct after action reviews on any use of force where an officer and inmate end up on the ground to ensure that there were no opportunities to use lesser alternatives such as use of chemical agents. Evaluate the disproportionate use of force on black inmates. Ensure that team members identify themselves on video prior to a planned use of force in accordance with DRC policy.
- Ensure that officers are completing rounds in staggered intervals per policy.
- Address cell security issues to increase staff visibility into the cells.
- Ensure that females are announced when they enter a housing unit.
- Develop strategies to address inmate concerns regarding medical staff.
- Ensure that there is adequate visibility into the crisis cells and routinely clean the Plexiglas.
- Ensure patient satisfaction meetings are held in compliance with 68-MED-22.
- Ensure that all DRC audit standards for food service operations are met.
- Evaluate the high percentage of delayed grievance dispositions and develop strategies to address.
- Ensure that members of the RIB panel are trained and using the designated laptop cart. Ensure that the cart is equipped with signature pads and that the panel is using them. CIIC strongly recommends that the RIB Chair and the Warden's Assistant consider doing cross-training at TOCI, as TOCI's last RIB review was very positive.
- Ensure that all inmates on the mental health caseload are evaluated prior to the RIB hearing.
- Develop strategies to improve the level of evidence considered by RIB, which should include training for officers and other staff to attach the evidence to the RIB record on DOTS.
- Ensure that all appropriate signatures are made on the segregation log sheets.
- Ensure all RPLANs are completed by the date of release for each inmate.
- Develop initiatives to increase staff morale.

RECOMMENDATIONS SUMMARY

- Develop initiatives to reduce natural gas usage.
- Ensure all standards are met for each fiscal audit.

ADDITIONAL SUGGESTIONS

- Consider painting the holding cells in the medical department.
- Consider developing strategies to ensure all inmates are educated on changes to their medical treatment plan prior to the changes being made.
- Consider developing strategies to reduce No-Shows/AMA for chronic care appointments.
- Consider developing strategies to increase congregant mental health programming.
- Consider requiring additional executive staff to conduct rounds in food service.
- Consider evaluating the number of inmates who refuse to participate in the hearing officer and RIB hearings.
- Consider conducting a review of inmate misconduct and sanctions. Consider forming a committee with the other maximum security institutions to jointly consider how to best address inmate misconduct at that level.
- Consider ways to increase apprenticeship enrollment.
- Consider ways to increase community service hours.
- Consider ways to increase the number of GEDs earned by the inmate population.
- Consider implementing a special program for the inmates to participate in.
- Consider increasing involvement with the local reentry coalitions.
- Consider ways to decrease inmate complaints with phones, such as moving phones to the indoor recreation cells, reviewing the use of the cordless phone, and/or considering allowing inmates to use the phones during officer rounds.

DRC/OSP RESPONSE**CIIC NEEDS IMPROVEMENT SUMMARY**

Issue	Problem noted by CIIC – <ul style="list-style-type: none"> The panel was not conducted in front of computers, as is usual, and did not have necessary equipment, such as signature pads. The panel did not follow the same procedures in two cases observed. The vast majority of inmates refused to attend either the hearing officer or the RIB hearing, or both 	
RIB	<ol style="list-style-type: none"> The computer and signature pads are being used for all cases at this time Incident reports will be written for inmates that refused to attend hearings and will be attached to the RIB cases Ongoing training will continue 	Person Responsible <ul style="list-style-type: none"> Lt. Bright, RIB Chair
	Comments	

CIIC RECOMMENDATIONS SUMMARY

Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> Ensure that members of the RIB panel are trained and using the designated laptop cart. Ensure that the cart is equipped with signature pads and that the panel is using them. CIIC strongly recommends that the RIB Chair and the Warden's Assistant consider doing cross-training at TOCI. Ensure that all inmates on the mental health caseload are evaluated prior to the RIB hearing. Develop strategies to improve the level of evidence considered by RIB, which should include training for officers and other staff to attach the evidence to the RIB record on DOTS. 	
RIB	<ol style="list-style-type: none"> The laptop cart and signature pads are being utilized for all RIB cases The RIB chairman and the Warden's Assistant will cross train at TOCI on March 10th The RIB chair and Warden's Assistant verify the inmate's mental health status using CLASI DRC form 2530, the Mental Health Assessment for Inmate Disciplinary Process, will be utilized for all Mental Health caseload inmates for all RIB cases Pictures of contraband (when possible) will be attached and uploaded to the RIB cases 	Person Responsible <ul style="list-style-type: none"> Lt. Bright, RIB Chair

	Comments	
Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Deficiencies noted in recent internal management audit regarding mental health services. 	
Segregation	Ensure that all appropriate signatures are made on the segregation log sheets <ol style="list-style-type: none"> The segregation supervisor along with the shift supervisors will review all DRC forms 4118's daily to ensure its accuracy and completion 	Person Responsible <ul style="list-style-type: none"> Lt. Bright, Segregation Supervisor Shift Supervisors
	Comments	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Ensure that all RPLANS are completed by the date of release for each inmate. 	
RPLANS	<ol style="list-style-type: none"> An RPLAN tracking mechanism has been developed and is now a part of the UMC's monthly report 	Person Responsible <ul style="list-style-type: none"> Mrs. McDonough, UMC
	Comments	
Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Conduct after action reviews on any use of force where an officer and inmate end up on the ground to ensure that there were no opportunities to use lesser alternatives such as use of chemical agents. Evaluate the disproportionate use of force on black inmates. Ensure that team members identify themselves on video prior to a planned use of force in accordance with DRC policy 	
UOF's	<ol style="list-style-type: none"> All cases will be reviewed and coaching sessions are conducted (when necessary) during UOF's where there's an opportunity to use less force An evaluation will be conducted to review the disproportionate UOF on black inmates All staff are reminded to identify themselves on video during all planned UOF's 	Person Responsible <ul style="list-style-type: none"> Mrs. Bracy, DWO Shift Supervisors

	Comments
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Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> Develop initiatives to reduce natural gas usage 	
Natural Gas Usage	<ol style="list-style-type: none"> We have had some extensive repairs done to our smaller boiler and can now use it as a primary boiler, reducing gas usage. We have reduced the amount of makeup air at the support building and O.S.P.C.C. to save heating costs. We will be getting new more efficient duct furnaces for O.S.P.C.C. and this will reduce gas usage. OSP is working with Leah Morgan, OSC Energy Conservation Specialist, on getting a cold water washing system for inmate clothing called [Aqua wing] 	Person Responsible <ul style="list-style-type: none"> Mr. Northcott, Plant Engineer
	Comments <i>According to the E.I.M. dash board we used less natural gas in 2014 despite a very cold winter.</i>	
Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> Ensure the officers are completing rounds in staggered intervals per policy 	
Security	Shift supervisors are to continue to monitor e-logs each shift for compliance. Rollcall briefs are ongoing.	<ul style="list-style-type: none"> Shift supervisors
	Comments	

Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> Address cell security issues to increase visibility into cells. 	
Security	Unit team enforcement of cell sanitation is ongoing. Compliance standards posted on CASTNET (inmate television). Restrictions issued for non-compliance.	<ul style="list-style-type: none"> Shift Supervisors Unit Team Members
	Comments	

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Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> • Ensure females are announced when they enter a housing unit. 	
Security	Language added to OSP Post Orders to address this procedure	• Major
	Comments	

Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> • Ensure there is adequate visibility into the crisis cells and routinely clean Plexiglass 	
Security	Cells are being evaluated for additional security mirrors and scheduled cleaning is routinely monitored.	• Major
	Comments	

Issue	Recommendation noted by CIIC – <ul style="list-style-type: none"> • Evaluate the high percentage of delayed grievance dispositions and develop strategies to address. 	
Grievance	<ol style="list-style-type: none"> 1. Show more attention to this area of concern. Set goal of 50%. 2. During the rest of CY2015, assess all areas of the process to determine circumstances that impact the necessity for extensions and rectify them. 3. Continue to focus on areas such as productive time management through CY2016. 4. Goal - 50% of all grievance dispositions being processed within 14 days of receipt starting with all grievances received March 1, 2015 and beyond. 	Person Responsible <ul style="list-style-type: none"> • Institutional Inspector
	Comments	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> • Ensure all standards are met for each fiscal audit. 	
Fiscal	<ol style="list-style-type: none"> 1. Ohio Standard 13-09 (F) Asset Management was found non-compliant. All other standards were 100% compliant. 2. Steps were taken at the conclusion of the audit to train a sufficient number of staff to ensure items purchased are entered into AMS within 30 days regardless of staff absences and vacancies. 3. These staff members have also been trained in the importance of tagging and entering new equipment timely. 4. Compliance of this standard will be followed up by the Business Administrator on a regular basis. 5. Ongoing AMS training will be given as needed. 	Person Responsible <ul style="list-style-type: none"> • Business Administrator • Storekeeper • Account Clerk II
	Comments	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> • Ensure that inmates and staff are evaluated by medical as soon as possible following a use of force incident. 	
Medical	<ol style="list-style-type: none"> 1. Proper notifications of all use of forces will be made by shift to Medical timely. 2. On planned use of forces, the use of force will not begin until Medical arrives, unless the situation dictates immediate action 3. Medical staff will respond as soon as possible after being notified to complete assessments. 	Person Responsible <ul style="list-style-type: none"> • Shift Commander • Lieutenant • Registered Nurse
	Comments	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Ensure that there is adequate visibility into the crisis cells and routinely clean the Plexiglas. 	
Medical	<ol style="list-style-type: none"> Adjustments are being made ensure that adequate visibility into all areas of crisis cells can be achieved from all viewing angles. Currently there are convex mirrors in all 4 cells to enhance visibility. Maintain directives to offenders to remove any item that may block staffs' line of sight. Clean Plexiglas as needed and on a regular schedule. 	Person Responsible <ul style="list-style-type: none"> Health Care Administrator Maintenance Medical Officer
	Comments	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Ensure patient satisfaction meetings are held in compliance with 68-MED-22. 	
Policy 68-MED-22	<ol style="list-style-type: none"> Policy 68-MED-22 states the institutional inspector and the QIC will conduct quarterly meetings with at least 10 offenders to solicit feedback regarding Medical services. This will be done each quarter by the inspector and the QIC to meet policy requirements. 	Person Responsible <ul style="list-style-type: none"> QIC Inspector
	Comments <i>These requirements were met in the past and are due for the 1st quarter.</i>	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Ensure that all DRC audit standards that food service operations are met. 	
Food Service	<ol style="list-style-type: none"> The Northeast Regional Food Service Contract Monitor routinely inspects the area monthly, and performs quarterly audits to ensure Medical and Food Services standards are compliant. Rounds are made by Shift and Administrative staff daily in the food service department, to ensure compliance that audit standards are met. Administrative Duty Officer rounds are conducted in food service daily to monitor compliance to audit standards. 	Person Responsible <ul style="list-style-type: none"> Michele Reamensnyder
	Comments	

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Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Develop strategies to address inmate concerns regarding medical staff. 	
Medical	<ol style="list-style-type: none"> Conduct team building exercises with Medical staff. Currently conducting investigations concerning allegations of staff misconduct. To continually stress working together as a team at all meetings with staff. 	Person Responsible <ul style="list-style-type: none"> Tangye Hight
	Comments	

Issue	Recommendation noted by CIIC –	
	<ul style="list-style-type: none"> Develop initiatives to increase staff morale 	
Staff Morale	<ol style="list-style-type: none"> Continue to hold Employee Week which consists of a memorial service, employee banquet, years of service pins, perfect attendance awards, correction officer, employee, supervisor and volunteer of the year awards as well special events conducted on all three shifts during the week. Continue to recognize the employee and correction officer the month. Increase staff recognition in the quarterly OSP newsletter Continue to hold luncheons, special outings and trips as well as various other family events for staff through the Employee Recognition Committee (ERC). 	Person Responsible <ul style="list-style-type: none"> Laura Gardner ERC Committee
	Comments	

II. SAFETY AND SECURITY

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

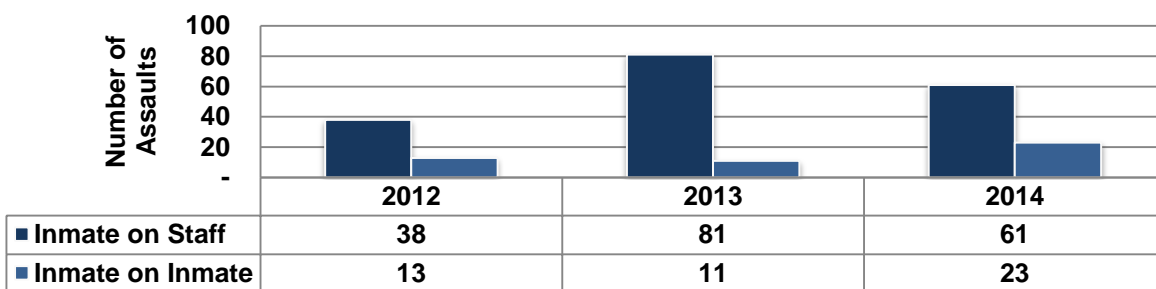
A. VIOLENCE OUTCOME MEASURES

CIIC's evaluation of violence focuses on the number and rate of disciplinary convictions for assaults, fights, and the number of homicides at the institution during a year in comparison to the previous year; the comparator prison rate; and the DRC average. Overall, the CIIC inspection team rated violence outcome measures as **ACCEPTABLE**.

Assaults

- During FY 2014, there were 23 reported inmate-on-inmate assaults.^{ix} Of the total 69.6 percent were physical assaults and 30.4 percent were harassment assaults.^x Total inmate-on-inmate assaults in FY 2014 doubled in comparison to FY 2013.^{11xi}
- The institution reported 61 inmate-on-staff assaults during FY 2014.^{xii} Of the total, 73.8 percent were physical assaults; were 23.0 harassment assaults; and 3.3 percent were inappropriate physical contacts.^{xiii} Total inmate-on-staff assaults in FY 2014 decreased by 24.7 percent in comparison to FY 2013.^{12xiv}
- The rate of inmate disciplinary convictions for assaults decreased by 16.1 percent during FY 2014 in comparison to FY 2013.^{13xv} The rate of inmate disciplinary convictions for assaults for FY 2014 at OSP was significantly less than the comparator prison, but more than the DRC average.^{14xvi}

Chart 1
Total Assaults
FY 2012 – FY 2014



¹¹ During FY 2013, there were 11 inmate-on-inmate assaults.

¹² During FY 2013, there were 81 inmate-on-staff assaults.

¹³ The rate of inmate disciplinary convictions for assaults in FY 2013 was 228.3 per 1,000 inmates. The rate in FY 2014 was 191.5.

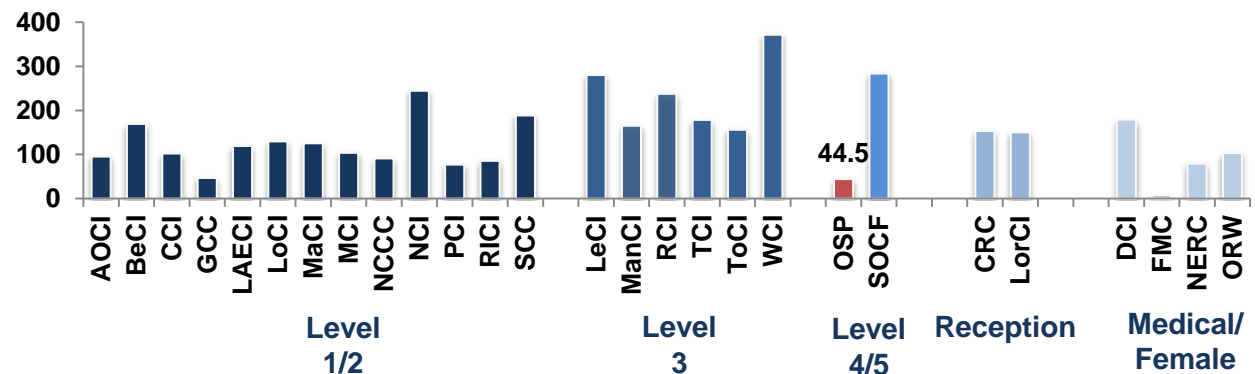
¹⁴ The rate of inmate disciplinary convictions for assaults in FY 2014 was 191.5 per 1,000 inmates. The rate of the comparator prison was 331.5 and the DRC average rate was 56.8.

Fights

- Fights¹⁵ are documented via RIB convictions for rule 19 (fight) violations. The rate¹⁶ of rule 19 convictions for FY 2014 slightly increased compared to FY 2013.^{17xvii}
- The rate of rule 19 convictions for FY 2014 at OSP was significantly less than the comparator prison as well as the DRC average.^{18xviii}

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

Chart 2
Rule 19 Violation (Fights) Rates¹⁹
FY 2014



Homicides

- There have been zero homicides during the past two years (2013 to date).

B. DISTURBANCES²⁰

CIIC's evaluation of disturbances focuses on the number of disturbances at the institution during a year in comparison to the previous year, the comparator prison rate, and the DRC average. Overall, the CIIC inspection team rated disturbances as **EXCEPTIONAL**.

¹⁵ The total number of RIB convictions for rule 19 violations does not correlate to a total number of fights. For example, seven inmates might have been involved in one fight – all seven inmates would have been found guilty by the RIB for a rule 19 violation and would therefore be included in the total number.

¹⁶ The rate was obtained by dividing the total number of rule 19 violations for the year by the average monthly institutional population for that same time period.

¹⁷ In FY 2013, the facility reported 17 (35.0 per 1,000 inmates) rule 19 convictions; during FY 2014, the facility reported 20 (44.5 per 1,000 inmates) rule 19 violations.

¹⁸ The rate for the comparator prison was 283.6 per 1,000 inmates and the DRC average was 150.7.

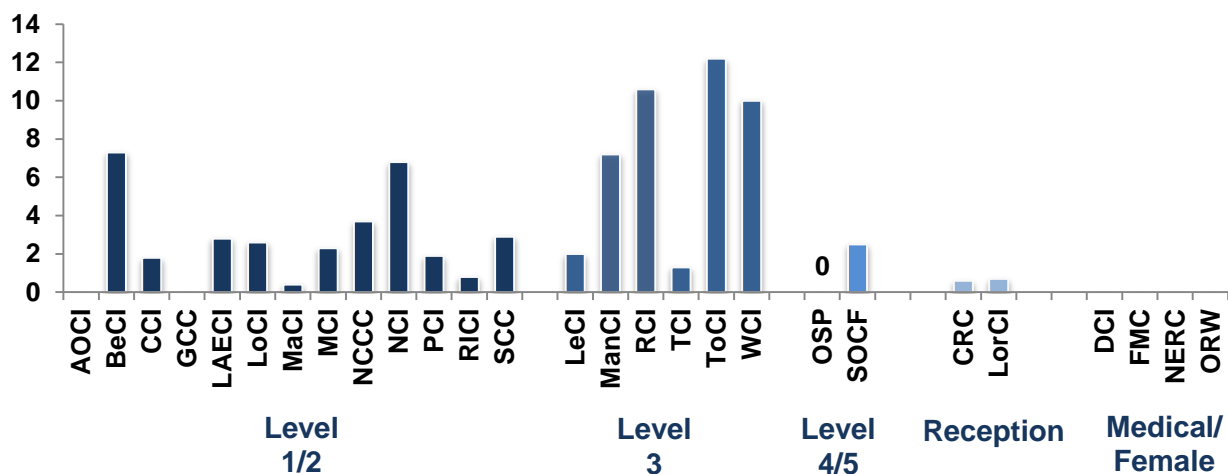
¹⁹ Rate is per 1,000 inmates.

²⁰ Disturbances are defined as any event caused by four or more inmates that disrupts the routine and orderly operation of the prison.

- In FY 2014, OSP reported zero disturbances. The rate of disturbances remained the same in comparison to FY 2013, in which zero disturbances were reported.^{21xix}
- The rate of disturbances in FY 2014 was less than the comparator prison as well as the DRC average.^{22xx}

The following provides a comparison of the rate of disturbances across the DRC per 1,000 inmates.

Chart 3
Rate of Disturbances by Institution
FY 2014



C. USE OF FORCE

CIIC's evaluation of use of force focuses on the number of uses of force at the institution during a year in comparison to the previous year, the comparator prison rate, and the DRC average. A further evaluation is conducted by reviewing a random sample of completed use of force reports.²³ Overall, the CIIC inspection team rated use of force as **ACCEPTABLE**.

Incident Caseload

- During FY 2014, the facility reported 118 use of force²⁴ incidents.^{xxi} Compared to FY 2013, in which 165 uses of force were reported, total uses of force decreased

²¹ The rate of disturbances at the institution in FY 2013 was zero. During FY 2014, the rate was zero per 1,000 inmates.

²² The rate of disturbances for the comparator prison was 2.5 and the average for DRC system-wide was 3.2.

²³ CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video.

²⁴ Further information regarding use of force incidents can be found in the Glossary.

by 28.5 percent. The rate of use of force incidents also decreased by 22.6 percent.²⁵

- The use of force rate for FY 2014 was less than the comparator prison, but significantly more than the DRC average.^{26xxii}
- During FY 2014, chemical agents (mace) were used 68 times.^{xxiii} This is significantly less than the number of FY 2013, in which chemical agents were used 110 times.^{xxiv}

Procedural Accountability

- Based on the review of use of force reports, staff appropriately referred incidents to a use of force committee when necessary and the committees' investigation appeared thorough.
- Video documentation was available for almost all incidents.
- The majority of officer statements reviewed were thorough and clearly stated directives given prior to force.
- Only a few documentation errors were present.²⁷

Negatively,

- The majority of inmates refused to provide a statement regarding the use of force incident and, with a few exceptions, there did not appear to be two staff signatures on the document or a second attempt to obtain a statement.²⁸
- There were a few incidents where the staff member(s) and/or the inmate were not seen by medical within an hour after the incident.
- During the review of a planned use of force incident, there was no video identification of team members involved in the incident.

Application of Force

- Officers' responses to incidents were generally appropriate.²⁹
- Open-ended survey responses did not indicate any concerns regarding use of force.

Negatively,

- One incident was deemed to be unjustified and excessive by a use of force committee and another incident³⁰ prompted serious concern. In addition, there

²⁵ The rate of use of force incidents in FY 2013 was 339.4 per 1,000 inmates. During FY 2014, the rate was 262.8.

²⁶ The use of force rate at OSP in FY 2014 was 262.8 per 1,000 inmates; the comparator prison rate was 370.4 per 1,000 inmates. The DRC average was 75.8.

²⁷ Documentation errors included a few missing times on DRC 5251 (medical) forms and one missing officer statement.

²⁸ Both are considered best practice when an inmate refuses to provide a statement.

²⁹ In one incident officers were able to successfully prevent an inmate from attempting suicide.

³⁰ The incident involved an inmate who was taken to the ground during an escort while he was handcuffed. The inmate required outside medical treatment as a result of having teeth knocked out and chipped.

were several incidents of officers taking inmates to the ground without prior use of OC.³¹

- Focus group inmates relayed concerns regarding the application of force at the institution.³²
- During FY 2014, 84.8 percent of use of force incidents involved black inmates and 15.2 percent involved white inmates.^{xxv} In comparison to the racial breakdown of the institution there was a significantly higher percentage of use of force on black inmates.³³

D. CONTROL OF ILLEGAL SUBSTANCES

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

- During FY 2014, zero percent of the inmates tested positive for the presence of an illegal substance,^{34xxvi} which decreased in comparison to FY 2013.^{35xxvii}
- The percentage of inmates who tested positive in FY 2014 at OSP was significantly less than the comparator prison as well as the DRC average.^{36xxviii}
- During FY 2014, the institution did not drug test any inmates for programs as they are not approved to facilitate DRC treatment programs.³⁷ However, they did test 34 inmates for cause.^{38,39}

³¹ This does not indicate that force was inappropriate or excessive, but when possible it is recommended to use chemical agents as opposed to taking an inmate to the ground. However, force is often times reactive and sometimes it is not possible to access chemical agents before utilizing a takedown technique.

³² A few of the inmates interviewed had been involved in uses of force. One inmate said there was "no warning" and he was not ordered to comply – he was just sprayed and then handcuffed. He also said that they did not film the use of force, but did not indicate if it was a planned UOF or not. Two inmates reported that correctional officers had smashed their fingers in their cuff port, and one inmate showed his thumb with a missing thumbnail. One inmate relayed that the "whole block was sprayed" and they had to wait two to three hours for medical/decontamination. One inmate also reported that he had witnessed inmates being carried by their cuffs and shackles and also held up by their arms when their hands are cuffed behind their back. An inmate also relayed concerns about the SRT because they get out of camera view and "jack you up" and there is no supervising officer when they come in the block.

³³ As of February 2, 2015, 61.6 percent of the total institutional population was classified as black; 36.3 percent was classified as white and 2.1 percent as inmates of another race.

³⁴ Each DRC institution conducts monthly urinalysis tests of a random sample of its population. The urinalysis tests for the presence of a broad range of substances. The institution randomly tested 275 inmates of which zero tested positive.

³⁵ In FY 2013, 1.2 percent of inmates tested positive for the presence of an illegal substance.

³⁶ The average percent of positive drug test results during FY 2014 for the comparator prison was 2.4 percent. The DRC average was 2.9 percent.

³⁷ Per DRC policy 70-RCV-03, program drug testing includes inmates who are tested as part of recovery service treatment programs; inmates who leave the secure perimeter as part of a job responsibility; prior to parole board hearings and after hearings for inmates approved for release; inmates under medication treatment for Hepatitis C; or as indicated by the Managing Officer or designee.

³⁸ Per DRC policy 70-RCV-03, for cause testing includes inmates who are tested when there is a reasonable suspicion of drug use.

- In response to CIIC's survey question pertaining to prohibited substances, the majority of inmates responded that prohibited substances are not available.⁴⁰ (Please refer to the DRC Inmate Survey results in the Appendix for more information.)

E. INMATE PERCEPTION OF SAFETY

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

- 87.5 percent of survey respondents (n=184) reported they are very safe, safe, or neutral (in terms of safety). This was lower in comparison to the 2013 inspection.⁴¹
- Several open-ended survey responses indicated safety as a positive aspect of the facility.
- All inmates interviewed said they feel very safe, both from other inmates and staff.⁴²
- The institution had zero inmates in segregation for refusal to lock and zero inmates were under PC investigation on the day of the inspection or had been approved PC placement.

F. UNIT SECURITY MANAGEMENT

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

Officer Rounds

- Officers documented rounds in the requisite 30 minute, staggered intervals with a few exceptions of officers not staggering rounds on third shift.⁴³

³⁹ Five (14.7 percent) inmates tested positive during for cause drug screenings in FY 2014.

⁴⁰ 34 inmates refused to answer and 86 indicated that prohibited substances are not available.

⁴¹ 100.0 percent (n=71) reported they were very safe, safe, or neutral (in terms of safety) during the 2013 inspection.

⁴² The inmates who are permitted to interact with other inmates during recreation said they get along "fine" and "all right" with other inmates. Most inmates interviewed do not have any interaction with other inmates due to security level. Most inmates said they would not report issues with other inmates to staff because they do not "snitch."

⁴³ Housing unit officers are required to conduct security check rounds at least every 30 minutes at staggered intervals.

Cell/Bunk Searches (Shakedowns)

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

Cell/Bunk Security Check

- During the inspection, CIIC staff check a random selection of cells in each unit for common cell security issues such as obstruction of windows, material in locks and cuff ports, inappropriate pictures, clotheslines, and graffiti. CIIC's review of cells indicated concerns of inmates covering cell windows and a few inmates hanging up clotheslines.
- The atmosphere of the units was generally calm, with the exception of a few inmates.

Security Classification Level Reviews

- Unit staff are required to conduct reviews of inmates' security classification as well as privilege level to ensure proper institutional placement. There were no overdue security classification reviews that were unaccounted for on the day of the inspection.

G. INSTITUTIONAL SECURITY MANAGEMENT

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

Executive Staff Rounds

- Executive staff members⁴⁴ are consistently making the required rounds in housing units based on a review of employee sign-in logs.⁴⁵

Violent Incident Management

- A discussion was held with executive staff regarding violent incident tracking. Staff demonstrated they track incidents by type, location, and time as well as

⁴⁴ In reference to rounds, executive staff includes the Warden, the Deputy Wardens, the Inspector, and the Unit Management Chief. The Warden and Deputy Wardens are required to conduct rounds per DRC policy 50-PAM-02 (once per week). 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.

⁴⁵ CIIC's review of the employee sign-in logs generally covers the one month period prior to the date of the inspection.

conduct quarterly analyses. In addition, staff relayed they recently implemented several modifications to improve security.⁴⁶

- Most of the officers⁴⁷ believe they are adequately informed of incidents between shifts.^{48xxx} Staff provide the above trend analysis to officers during roll call.
- Some officers relayed that if a critical incident would occur, it would most likely be in either C block or D block due to the higher security inmates in C block and segregation inmates in D block.^{xxx}
- Most officers relayed that if a violent incident would occur, it would most likely happen in a 4A housing unit. Officers relayed that eight inmates are allowed out of their cell at one time which presents a challenge for one officer to manage.^{xxxi}

STG Management

- As of January 2, 2015, there were 284 STG-affiliated inmates,⁴⁹ which was 62.3 percent of the institutional population.^{xxxii} The number of STG-affiliated inmates was approximately the same in comparison to the number in January 2014.⁵⁰
- The institutional percentage of STG-affiliated inmates was more than the comparator prison and significantly more than the DRC average.^{51xxxiii}
- The number of rule 17 (unauthorized group activity) convictions⁵² appears lower than their STG population, which is likely due to inmates obtaining an STG affiliation at other institutions.^{53xxxiv}
- In response to CIIC's survey question pertaining to the type of gang activity at the institution, the majority of inmates responded that gang activity is not frequent.⁵⁴ Please refer to the DRC Inmate Survey results in the Appendix for more information.
- A review of the past six months' of STG committee meetings indicates meetings are being regularly held and include attendance from executive staff.

Escapes

- There have been zero escapes and zero attempted escapes during the past two years (2013 to date).

⁴⁶ Security improvements included: expanded metal on programming cages, extended cuff ports on cell doors, increased lighting, and restricted movement for Level 5 inmates during recreation.

⁴⁷ Results are based on individual interviews (n=14) and survey responses from OSP Correctional Officers (n=70).

⁴⁸ Officers receive most of their information from their shift roll call.

⁴⁹ 137 were listed as passive, 73 were listed as active, and 74 were disruptive.

⁵⁰ The institution had an STG population of 286 as of January 2, 2014.

⁵¹ The percentage of STG-affiliated inmates for the comparator prison was 48.5 and the DRC average was 16.2.

⁵² RIB convictions for rule 17 (unauthorized group activity) violations do not capture total gang activity in an institution, as gang activity likely occurs that is not captured by staff supervision and/or documented via a conduct report and RIB conviction.

⁵³ In FY 2014 the facility reported a rate of 178.2 (80) rule 17 violations. The comparator prison rate was 14.1 and the DRC average was 24.1.

⁵⁴ 37 inmates refused to answer and 77 indicated that gang activity is not frequent at this institution.

H. PRISON RAPE ELIMINATION ACT (PREA)

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

- The facility has not yet been audited for PREA compliance.⁵⁵
- Staff reported 13 PREA cases in FY 2014, of which seven were allegations against a staff member and four were allegations against another inmate.⁵⁶ All of the allegations were unfounded.
- PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units.
- One inmate survey respondent reported that they had sexual contact with a staff member at the facility. Seven inmates reported they experienced sexual abuse from a staff member. Inmate survey responses⁵⁷ were inconclusive on where inmate-on-inmate sexual contact occurs.
- All inmates that were interviewed relayed that they had received information regarding PREA, including information on a TV channel and they had seen the posters in their unit.
- Staff did not always make an announcement that a female was entering the housing unit.

SAFETY AND SECURITY RECOMMENDATIONS

- Ensure that inmates and staff are evaluated by medical as soon as possible following a use of force incident. Conduct after action reviews on any use of force where an officer and inmate end up on the ground to ensure that there were no opportunities to use lesser alternatives such as use of chemical agents. Evaluate the disproportionate use of force on black inmates. Ensure that team members identify themselves on video prior to a planned use of force in accordance with DRC policy.
- Ensure that officers are completing rounds in staggered intervals per policy.
- Address cell security issues to increase staff visibility into the cells.
- Ensure that females are announced when they enter a housing unit.

⁵⁵ OSP's PREA audit is scheduled for 2016.

⁵⁶ There were two allegations relating to victimization in the community.

⁵⁷ Survey responses indicated that two inmates have had sexual contact with another inmate at the institution. Two inmates reported sexual abuse from another inmate at the institution.

III. HEALTH AND WELLBEING

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

A. UNIT CONDITIONS

CIIC's evaluation of unit conditions consists of direct observation of unit conditions. Based on its observation, CIIC rated unit conditions as **GOOD**.

- The inmate housing at OSP consists of four celled blocks/units (A, B, C, and D) with each unit having eight pods (32 total pods). The institution's segregation is located in D8 (discussed in the Fair Treatment section of the report).
- Each pod has an upper and lower range, dayroom, shower cells, and recreation area. Toilets and sinks are located in each cell.
- Most of the dayrooms/common areas were rated as good based on the cleanliness of the floors and their overall appearance.^{58,59}
- There were no maintenance issues reported regarding sinks and urinals. However, it was reported that one shower in D1-D4 was inoperable. Staff relayed maintenance concerns are usually handled within 24 hours or two days.
- Most of the phones, drinking fountains, ice machines, and microwaves located in the blocks were operational.⁶⁰ The institution has a centralized laundry facility.
- Shower conditions were generally rated as good or acceptable.⁶¹
- Most of the cleaning materials were stocked with the appropriate quantities and appeared to be at least half full in most units.
- All first aid boxes were properly secured with the exception of D block.
- The fire extinguishers in each unit had recently received their required monthly inspections.

B. MEDICAL SERVICES

CIIC's inspection of medical services in a correctional facility focuses on cleanliness of facilities, staffing, access and quality of medical services, in addition to crisis management. The inspection includes information collected from interviewing the health care administrator, observations of the facilities, and a focus group comprised of staff, and two focus groups of inmates.⁶² CIIC does not conduct a review of medical files. Overall, the CIIC inspection team rated medical services as **ACCEPTABLE**.

⁵⁸ Pods D5-D7 were rated as acceptable due to large amounts of trash on the units.

⁵⁹ 58.5 percent of inmate survey respondents (n=195) believe their unit is "clean" or "very clean."

⁶⁰ A few phones in D block were not operational, but the facility was supplementing those with cordless phones.

⁶¹ There were a few inmate complaints of the shower drain clogging in D2.

⁶² Two focus groups were conducted of general population inmates. One focus group consisted of inmates on the chronic care caseload, the other focus group consisted of inmates that are not on the chronic care caseload.

Facilities

- The medical facilities were observed to be good condition, with minor graffiti in the holding cells.^{63,64}
- The facility appears to have sufficient space for staff to conduct clinical duties.
- The infirmary safe cells were noted to be fair condition with good visibility, with the exception of the showers. However, the mirrors intended to provide visibility of the shower located in the safe cells were not adequate. Additionally, the Plexiglas needed to be cleaned.
- The sanitation practices were observed to be effective and the cleaning schedule was up-to-date.⁶⁵

Staffing

- The facility appears to have a sufficient number of medical staff to ensure inmates' request for services are responded to in a timely manner.⁶⁶ Staffing appears to have remained the same since the last CIIC inspection.
- The facility has had consistent advanced level providers over the past year.
- There was one vacant position, being filled by contract staff, at the time of the inspection.⁶⁷
- Inmate focus groups relayed very negative feelings about the Nurse Practitioner stating that, "She speaks to inmates as if they are beneath her." A number of the opened ended survey responses also relayed negative feelings towards the Nurse Practitioner and the care she provides. Additionally, a correctional officer pulled CIIC staff aside to note that the Nurse Practitioner is disrespectful to the inmates.
- Inmates had mixed feelings about other medical staff; but overall felt staff could be more professional and respectful.

⁶³ Medical facilities consisted of six offices, three exams rooms, one infirmary bed, three crisis cells, one records area, two bathrooms for staff, and four holding cells.

⁶⁴ The facilities were noted to be fairly clean and well organized.

⁶⁵ Staff were observed using protective gloves and following appropriate sanitation protocol.

⁶⁶ Staff relayed that total medical staff consists of one FTE medical doctor, one nurse practitioner, ten registered nurses, four licensed practical nurses, one FTE dietary technician and one quality improvement coordinator. Additionally, contract staff includes: one FTE dentist, one FTE dental assistant, one FTE hygienist, two FTE health information technicians, a podiatrist and optometrist that provide eight hours of coverage per month and a part-time phlebotomist.

⁶⁷ The Health Care Administrator (HCA) had been on medical leave since November and a nurse was currently the AHCA.

Access to Medical Services⁶⁸

- Staff reported no backlog for Nurse Sick Call, Doctor Sick Call or Chronic Care Clinic, which is exceptional.⁶⁹
- Health Service Request forms were in stock in every housing unit.
- The medical department received 86 informal complaints in the past six months and responses to complaints seemed appropriate.⁷⁰
- A formal kite log is kept and staff reported no backlog.
- Inmate focus groups relayed that Nurse Sick Call is “fine” and the majority of participants felt they were seen in a timely manner. However, a number of the open-ended survey responses that relayed that health care could be improved if care was more prompt.

Quality

- A full internal management audit was conducted in March 18-20, 2014. The auditors relayed five concerns related to medical services.⁷¹
- The percentage of inmates who were documented as No-Shows/AMA for Chronic Care appointments in the past six months was calculated to be 22.5 percent, which is high. The No-Shows/AMA for Doctor Sick Call was calculated to be 8.6, which is acceptable.
- Inmate survey participants reported moderate satisfaction with the quality of care provided by the nurses, high satisfaction with the quality of care provided by the dentist and moderately low satisfaction with quality of care the doctors provide.⁷²
- Staff relayed that “fairly few” inmates’ treatment plans are changed without first educating the inmate on the change.
- Staff relayed that they participate in quarterly interdisciplinary meetings, which is in compliance with DRC policy.
- Staff relayed that patient satisfaction meetings do not occur, which is not in compliance with DRC policy.⁷³
- There were no inmate deaths in the time period reported to CIIC.⁷⁴

⁶⁸ Access to medical services is evaluated based on several factors: (1) time period between inmate submission of a health service request form and appointment with medical staff; (2) time period between referral to the doctor and appointment with the doctor; (3) response times to kites and informal complaint forms; and (4) current backlogs for Nurse Health Call, Doctor Health Call, and Chronic Care Clinic.

⁶⁹ Inmate survey respondents reported a high feeling that care was timely with 81.9 percent of respondents (n=182) noting that health service request forms are responded to within two days.

⁷⁰ Staff relayed the majority of informal complaints are related to pain, medication and co-pays. Similarly, a number of survey respondents noted that health care services could be improved if co-pays were eliminated.

⁷¹ The standards not in compliance were related to documentation related to the respirator, chronic care appointments, nurse training and assessment, vaccine documentation and HIV care protocol.

⁷² Of survey respondents at OSP, 73.2 percent (n=183) reported that they are very satisfied, satisfied, or neutral with the quality of care provided by nurses; 62.4 percent (n=165) reported they are very satisfied, satisfied or neutral with the care provided by the doctor; and 82.3 percent (n=164) reported that they are very satisfied, satisfied or neutral with their dental care.

⁷³ It was unclear when the last patient satisfaction meeting occurred; however, the QIC and AHCA relayed that they were not currently in compliance with the policy.

Crisis Management

- In the past six months, there were eight on-site emergency notifications and seven off-site emergency visits, which is low.
- Staff relayed that the response time to emergencies is less than four minutes, which is within policy.⁷⁵
- Inmate focus groups relayed that security staff is often slow to respond to their call buttons inside their cell, which affects how quickly medical staff arrives to their cells in emergency situations. It was relayed that, “Staff don’t take us seriously.”

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

C. MENTAL HEALTH SERVICES

CIIC’s inspection of mental health services in a correctional facility focuses on cleanliness of facilities, staffing, access to mental health staff, programming, crisis prevention and critical incident data in addition to quality of services. Overall, the CIIC inspection team rated mental health services as **GOOD**.

Caseload⁷⁶

- There were 56 inmates on the mental health caseload, or 12.8 percent of the total inmate population. Of the total, one inmate was classified as seriously mentally ill (SMI).⁷⁷ Additionally, 216 inmates were on elevated monitoring status.^{78,79}

⁷⁴ The period of time evaluated by CIIC was from January 2013 to present. Additionally, staff relayed there has not been a death at OSP since 2006.

⁷⁵ DRC policy 68-MED-20 requires medical staff to respond to health related emergencies within a four-minute response timeframe.

⁷⁶ The DRC has a policy that guides transfers to OSP, to ensure that every individual has a mental health screening prior to consideration of placement.

⁷⁷ This individual has been at OSP since 2011. He was placed at OSP due to violent behavior at other institutions. His placement was approved by DRC’s Chief Psychiatrist and staff relayed he is routinely assessed by the Chief Psychiatrist.

⁷⁸ Per policy 67-MNH-27, an individual is considered to be on elevated monitoring status if the individual has been on suicide watch within the past five years, time in security level 5B is greater than on year, had a psychiatric hospitalization at any time in his life, currently taking psychotropic medication, or has been on the mental health caseload within the past two years.

⁷⁹ Individuals with this status are evaluated by a psychiatrist after three months and nine months of placement at OSP.

Facilities

- The mental health facilities were noted to be clean, orderly and in good condition with appropriate programming space, given the population of the institution.⁸⁰
- There are three crisis cells located in the infirmary. The crisis cells were noted to be in good condition with good visibility of the cell but poor visibility of the shower located within the crisis cell.

Staffing

- Staffing levels appear to be sufficient given the number of individuals on the caseload.⁸¹ Staffing levels have remained the same since the 2013 inspection.⁸²
- There were no vacancies at the time of the inspection.

Access to Mental Health⁸³

- A high percentage of survey respondents reported adequate access to mental health services and programs.⁸⁴
- Staff reported that it takes no longer than seven days for an initial psychiatry appointment, which is within policy.⁸⁵
- Mental health referrals are responded to within the same day, which is exceptional.
- Staff relayed that mental health requests are responded to the day of, or the day after a request is made, which is also exceptional. Staff relayed there was no backlog and were observed responding to requests made the morning of the inspection.
- Per policy, mental health staff makes weekly rounds in segregation.
- Staff reported they reserve open time each day to see individuals that request to talk to staff.⁸⁶

⁸⁰ The facilities consist of five offices, four congregant group spaces with six cages each, and one secure records area. Four of the staff offices are on the housing blocks and each housing block has its own congregant group space.

⁸¹ Staffing consists of one full time and one part-time psychologist, one of which serves as the Mental Health Administrator, one registered nurse who is shared with medical, one psychologist assistant, two independently licensed social workers and one health information technicians and a quality improvement coordinator who is shared with the medical department.

⁸² Staff levels have remained the same; however, individual position titles have changed.

⁸³ 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.

⁸⁴ Of survey respondents at OSP, 81.0 percent (n=121) feel that they have adequate access to mental health services.

⁸⁵ DRC policy 67-MHN-02 requires a detailed mental health screening to be completed on all inmates within 14 days of arrival to any institution.

⁸⁶ The daily schedule for the office hours is: 8am-12pm.

Crisis Prevention

- Staff relayed that communication between other departments is average and noted that recovery service staff attend weekly treatment team meetings, which is exceptional. Additionally, staff relayed that security staff is quick to communicate with mental health staff regarding individuals' needs.
- Staff routinely receives suicide training and participates in annual restraint drills, which is within policy.
- Staff relayed that the mental health caseload is updated weekly and is distributed to executive staff.
- Staff relayed that by addressing mental health requests as quickly as possible, the escalation of situations is often avoided.
- No inmates are on mandated medications.
- Five inmates have reportedly been transferred to a Residential Treatment Unit (RTU) during the past year.⁸⁷
- Staff reported that they participate in quarterly interdisciplinary meetings with medical, recovery services and security staff, which is within policy.

Programming

- OSP offers an acceptable range of mental health programming, with consideration to the population. At the time of the inspection, two out of cell programs and six in cell programs were offered.⁸⁸ Additionally, four other programs were facilitated as both in and out of cell, based on the individual and his security level.
- In the past 90 days, 77.4 percent of treatment programs scheduled have been conducted, which is low.^{89,90}
- In the past 90 days, an average of 46.3 inmates participated in mental health programming, which is good considering the population.^{91,92}
- Staff relayed that much more of the programming is individually based, given the security restrictions and population of OSP.
- Staff provides programming to inmates in segregation.

⁸⁷ Staff relayed that the average wait time was around two days.

⁸⁸ Clinician's facilitate in cell programming by instructing individuals to watch DVD sessions and complete worksheets based on the information provided in the DVD. Clinicians also facilitate discussions and engage individuals during rounds when they collect the completed worksheets.

⁸⁹ 24 out of the 31 scheduled groups were held. The months included were October, November and December.

⁹⁰ OSP cancelled all programming for two months due to a violent incident involving two inmates and security staff during educational programming.

⁹¹ In October, OSP reported 74 inmates participated, November, 41 inmates participated, and in December, 24 inmates participated in mental health programming. Of the total 139 inmates who participated, 54 inmates completed programs in October, November and December.

⁹² More individuals participated in in-cell programming that in congregant group settings.

Program Observation

- Programs were not observed during the inspection.

Critical Incidents

- There have been zero suicide attempts and zero completed suicides at the institution in the time period evaluated by CIIC.⁹³
- There were two incidents of self-injurious behavior during the past year.⁹⁴
- Staff reported there were 151 instances of inmates placed on constant or close watch or mental health observation in the past year.
- Restraints were not used within the past year.

Quality

- A full internal management audit was conducted in March 18-20, 2014. The auditors relayed no concerns related to mental health services.
- Staff relayed a total of four informal complaints were received in the past six months.^{95,96}
- A high percentage of inmate survey respondents reported satisfaction with the quality of services and programs.⁹⁷

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

D. RECOVERY SERVICES

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

Facilities

- The recovery service facilities were noted to be clean, orderly and in good condition with appropriate programming space, given the population of the institution.⁹⁸

⁹³ The time period evaluated by CIIC is January 2013 to present.

⁹⁴ Both were related to cutting.

⁹⁵ Three of the four were related to pain medication.

⁹⁶ Responses to informal complaints were deemed appropriate.

⁹⁷ 81.4 percent (n=145) of inmates reported that are very satisfied, satisfied, or neutral with the quality of mental health services.

⁹⁸ The facilities consist of two offices, four congregant group spaces with six cages each, and one secure records area in one of the offices.

Staffing

- Staffing levels appear sufficient to provide adequate recovery service programming.⁹⁹
- There were no staff vacancies at the time of the inspection.
- No inmate graduates are used as program aides to facilitate ancillary recovery service programs.¹⁰⁰
- OSP has three community volunteers that facilitate ancillary programming and are at the facility on a quarterly basis.¹⁰¹

Participation and Outreach¹⁰²

- OSP reported 23 inmates are currently participating in recovery service programming.¹⁰³
- Given the population of OSP, Alcoholics Anonymous and Narcotics Anonymous are not offered.
- Three additional recovery service programming intended to improve the wellbeing of inmates is available at OSP.¹⁰⁴ Staff additionally relayed that they incorporate mental health into conversations but do not hold formal Substance Abuse and Mental Illness programming.
- Exceptionally, staff attend weekly mental health treatment team meetings.

Access

- Staff relayed they are included as part of the routine operations of OSP and actively engage with inmates by making bi-weekly rounds.
- Survey participants reported low satisfaction with access to recovery services.^{105,106}
- Staff relayed programming is rarely cancelled.
- Staff relayed interdisciplinary meetings occur quarterly, which is within policy.

Program Observation

- Not observed during our inspection.

⁹⁹ Staff consists of two counselors at OSP.

¹⁰⁰ This is not feasible given the population and security level of the institution.

¹⁰¹ The ancillary programs consist of Christian Steps and reentry programming.

¹⁰² Given the population of OSP, OSP does not conduct any of the DRC approved recovery service programming. However, the institution offers pre-treatment programs.

¹⁰³ Programming offered at OSP consists of the AOD, Motivational Engagement Therapy (MET) and Transition to Community.

¹⁰⁴ At OSP, these include Christian STEPS, STEPS, relapse prevention and the wellness program.

¹⁰⁵ 47.5 percent of survey participants (n=139) reported that they have adequate access to recovery services programming.

¹⁰⁶ 63.0 percent of inmate survey participants (n=121) reported regularly using drugs or alcohol prior to incarceration.

Quality

- In FY 2014,^{xxxv}
 - 81.4 percent of inmates enrolled in OSP's Outpatient Recovery Services successfully completed programming, which is higher than the two other institutions that offer outpatient services.^{107,108,109}

Reentry Preparation

- Staff relayed that they connect inmates with recovery resources prior to reentry.
- Positively, outreach and incorporation of family members into recovery services is routinely conducted at OSP.

E. FOOD SERVICE

CIIC's inspection of food services¹¹⁰ 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 **ACCEPTABLE**.

Meal

- CIIC sampled three inmate meals¹¹¹ including the vegetarian meal.¹¹² The first meal was rated as acceptable. The side items were properly seasoned and appetizing. However, the main entrée was unappealing. The second meal was rated as good based on the quality of the main entrée, the seasoning of the side items, and the portion sizes.
- The vegetarian meal was also rated as good based on the quality of the main entrée.
- The most recent staff evaluation of the inmate meal was rated as good.¹¹³
- Negatively, 81.1 percent of total survey respondents (n=196) indicated that they were either "unsatisfied" or "very unsatisfied" with the quality of the food served. The responses from inmates were significantly more negative than the responses

¹⁰⁷ 118 individuals successfully completed programming compared to the total 177 who participated in FY 2014.

¹⁰⁸ Of the additional 59 inmates, 27 terminated early from programming and 32 carried over into pre-treatment programming to FY 2015.

¹⁰⁹ ORW and WCI also offer outpatient services. ORW had no successful completions and WCI had 74.1 percent of individuals successfully complete outpatient services.

¹¹⁰ DRC Food Services changed to Aramark, a private vendor, in September 2013.

¹¹¹ The meals were sampled on February 2, and 5, 2015. The February 2, 2015 meal consisted of turkey bologna, baked beans, mixed vegetables, white bread, and fruit. The February 5, 2015 meal consisted of hamburger, baked beans, corn, two slices of white bread, banana, and iced white cake.

¹¹² The vegetarian meal was sampled on February 2, 2015 and consisted of Soy Giuseppe as the main entrée.

¹¹³ Each DRC institution assigns one staff member, the Administrative Duty Officer (ADO), to taste and evaluate the quality of the inmate meal. The most recent meal evaluation by OSP staff was the breakfast meal on Saturday 31, 2015 which consisted of toasted oats, peanut butter and jelly, wheat bread, fruit juice, and coffee.

from OSP inmates during the 2013 inspection.¹¹⁴ The most common reasons for inmate dissatisfaction with the food were regarding the portion sizes.

- Also negatively, inmate focus groups relayed concerns regarding the food portions. Some specific concerns included “portions keep shrinking,” “empty slots in tray,” the side dish is served as the main entree and vice versa, and the kitchen will mix the side and main dish to meet the requisite portion. Other inmates relayed they are served spoiled milk, the vitamins are cooked out of the vegetables, food is not properly cooked, the food is served cold, and they are served the same item several times in a week.
- A review of the food service kite log¹¹⁵ found that most inmate concerns were inmate requests to have a vegetarian meal.

Food Preparation Area

- The food prep area was mostly clear of any debris as the Aramark staff cleaned the area following the serving of the lunch meal.
- The institution passed its two most recent health inspections¹¹⁶ with one violation related to food storage and one violation related to the cleaning of cooking equipment and utensils.^{117xxxvi}
- OSP was 86.0 percent compliant in their November 2014 evaluation by the DRC Food Service Contract Monitor.^{118xxxvii} However, OSP was only 81.0 percent compliant in their January 2015 evaluation which requires that an action plan for corrective action be submitted to the DRC.^{119,120xxxviii}

Food Service Management and Oversight

- A review of the employee sign-in log found that out of the executive staff, only the Deputy Warden of Special Services was making frequent visits to monitor the food service operations.¹²¹
- The food service contract staff consisted of 21 employees including one Food Service Director and one Assistant Director. There has been some turnover during the first few months after Aramark became the private food service vendor

¹¹⁴ During the January 2013 inspection, 69.3 percent of inmates interviewed were not satisfied with the food.

¹¹⁵ Per DRC Policy 50-PAM-02 (“Inmate Communication/Weekly Rounds”), the inmate kite system is a means of two-way communication between all levels of staff and inmates. All kites are required to be answered within seven calendar days and logged on the Kite Log.

¹¹⁶ The two most recent health inspections were conducted on June 28, 2014 and November 1, 2014.

¹¹⁷ The health inspector observed cans on the shelf that were dented at the seams. The health inspector also observed rust buildup in the sink.

¹¹⁸ In the November 12, 2014 inspection by the DRC Contract Monitor, OSP was non-compliant regarding the food temperature, food storage, and kitchen equipment concerns.

¹¹⁹ In the January 14, 2015 inspection report, OSP was non-compliant regarding meal preparation, food storage, reporting, and sanitation.

¹²⁰ Institutions that score less than 85.0 percent on their food service evaluation are required to submit an action plan and will receive a follow-up visit from the DRC within 30 days.

¹²¹ A review of the employee sign-in log found that the Deputy Warden had made multiple visits to the food service operation. However, other administrative staff signatures were not present.

for the DRC in September 2013.¹²² However, the average length of service at the facility for the Aramark staff was 10 to 12 months.^{xxxix}

- According to Aramark staff, there have been zero serving delays within the past 30 days and no sanitation concerns.^{xi}

Loading Dock

- The loading dock was clean and clear of any debris. According to the contract staff, there were no current pest or vermin concerns.

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 **GOOD**, given the high security classification of the population.

Facilities

- Physical facilities¹²³ appeared clean and indoor recreation was observed in use during each day of the inspection. Staff relayed that there were rarely maintenance concerns.

Activities

- Activities offered to inmates at OSP are limited due to the facility's high security level. However, the recreation department offers all recreation activities permitted, per policy, for a Level 5 facility. Additional programs are available based on an inmate's security level.¹²⁴
- The recreation department has one inmate program assistant who helps keeps statistics of fantasy leagues.
- Inmates are able to kite the Recreation Supervisor for art supplies, books and games.
- The TV also has aerobic videos and yoga videos.
- Movies are made accessible and are rotated on a weekly basis.¹²⁵

¹²² The original contract staff started working at OSP in September 2013 when the DRC food service operations changed to Aramark.

¹²³ Indoor recreation facilities consist of three on-unit individual recreation rooms per block. Each room is enclosed with plexi-glass and has a pull-up/dip bar, medicine ball and exercise ball. Outdoor recreation consists of eight outside units shared between housing block A/B and C/D. Several of the outside recreation cages are larger than others however, each has a basketball hoop.

¹²⁴ Level 1 inmates have access to activities permitted per policy for Level 1 inmates.

¹²⁵ Staff relayed movies are hand-selected from IMDB.

Access

- Inmate survey respondents reported moderately low satisfaction with access to recreation.¹²⁶
- Inmate focus group participants relayed mixed feeling regarding satisfaction with recreation. Additionally, inmates relayed that if request outside recreation and the request cannot be filled, they are denied recreation altogether.
- Recreation access depends on an inmate's security level¹²⁷ and staff relayed recreation rarely closes.

HEALTH AND WELLBEING RECOMMENDATIONS

- Develop strategies to address inmate concerns regarding medical staff.
- Consider painting the holding cells in the medical department.
- Ensure that there is adequate visibility into the crisis cells and routinely clean the Plexiglas.
- Consider developing strategies to ensure all inmates are educated on changes to their medical treatment plan prior to the changes being made.
- Ensure patient satisfaction meetings are held in compliance with 68-MED-22.
- Consider developing strategies to reduce No-Shows/AMA for chronic care appointments.
- Consider developing strategies to increase congregant mental health programming.
- Ensure that all DRC audit standards for food service operations are met.
- Consider requiring additional executive staff to conduct rounds in food service.

¹²⁶ CIIC's survey of OSP inmates (n=196) found that 66.8 percent of respondents were very satisfied, satisfied, or neutral regarding their access to recreation.

¹²⁷ Housing block C and D are not permitted to recreate on Tuesdays and Fridays while Housing block B is not permitted to recreate on Mondays and Thursdays. Level 5B inmates are able to recreate one at a time, one hour per day, five days a week in an enclosed room. Level 5A inmates are able to recreate one at a time, one hour per day, five days a week on the range or in an enclosed room. Level 4AT are able to recreate four at a time on the range and Level 4A are able to recreate eight at a time on the range.

IV. FAIR TREATMENT

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

A. STAFF/INMATE INTERACTIONS

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

General Population (GP)

- Inmate survey respondents were evenly divided as to whether housing unit officers are responsive to their needs, professional, and fulfilling job duties;¹²⁸ however, the results were more positive than at the comparator prison.¹²⁹ Inmates were very positive regarding their Case Managers, potentially the most positive of any institution;¹³⁰ they were more divided about the Unit Managers.¹³¹
- The majority of survey respondents reported that they had not been harassed, threatened, or abused by staff.¹³² This is in direct contrast to the comparator prison, where the large majority reported that they had been harassed, threatened, or abused by staff.
- Open-ended survey responses included a number of positive comments regarding staff, including officers and unit staff, which is not common. Although there were also some negative comments about staff conduct, they were more minor. (For more information regarding the CIIC Inmate Survey, please see the Appendix.)
- CIIC staff did not observe any staff/inmate interactions that caused concern on site. Staff also relayed accountability measures to ensure the safety of even inmates who were assaultive on staff.¹³³
- A review of inmate letters to CIIC over CY 2014 indicates OSP ranked among the lowest for number of concerns regarding supervision reported to CIIC across the DRC.¹³⁴

¹²⁸ 46.9 percent (n=175), 48.5 percent (n=171), and 48.8 percent (n=166), respectively.

¹²⁹ 43.5 percent (n=184), 36.1 percent (n=180), and 44.7 percent (n=179), respectively.

¹³⁰ 75.8 percent (n=182) reported that their Case Manager was helpful. In comparison, at SOCF, 52.9 percent (n=174).

¹³¹ 52.5 percent (n=160) reported that their Unit Manager was helpful. In comparison, at SOCF, 41.6 percent (n=166).

¹³² 58.7 percent (n=189); in comparison, at SOCF, 33.0 percent (n=194).

¹³³ Staff relayed that one inmate who had seriously stabbed several officers was constantly videotaped and also was never released from the cell without a supervisor present – for both staff and the inmate's safety.

¹³⁴ A total of ten concerns were reported to CIIC regarding supervision in CY 2014.

- The total number of grievances against staff actions decreased 17.5 percent from CY 2013 (97 total) to CY 2014 (80 total). Supervision, however, was still one of the top three grieved areas at OSP.

Vulnerable Populations

- Most inmates relayed that they do not have significant issues with staff. The most common complaint was that staff are “slow” to address inmate concerns/requests. Most inmates also reported that they would report incidents with staff through the inmate grievance procedure. No inmates relayed experiencing retaliation for reporting. Positively, an inmate said OSP staff are better than staff at other institutions because they “don’t pick at inmates.”
- CIIC staff did not speak with any limited English proficient inmates at OSP.

Oversight and Accountability

- The Inspector relayed that he pulled the data for staff who most frequently appear in inmate complaints at the end of the year and analyzed it. He also conducted an excellent review of inmates’ informal complaint rates last year.¹³⁵ He states that he reports any issues to the Warden.

B. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC’s evaluation of the inmate grievance procedure¹³⁶ includes a review of a random sample of informal complaints and grievances, inmate survey responses, and data analysis. Overall, CIIC rates the inmate grievance procedure as **GOOD**, although with a concern about the grievance extensions.

Access

- The large majority of inmate survey respondents reported that they had access to informal complaints, which is excellent.¹³⁷
- A low-to-average percentage of inmate survey respondents (36.4 percent) reported that they had ever felt prevented from using the grievance procedure.¹³⁸ In comparison, a majority of survey respondents at the comparator prison reported feeling that they had been prevented from using the grievance procedure (55.2 percent).¹³⁹

¹³⁵ This review was in response to a CIIC data brief; it was extremely thorough.

¹³⁶ Pursuant to Section 103.73 of the Ohio Revised Code, the CIIC is required to evaluate the inmate grievance procedure at each state correctional institution. The inmate grievance procedure is a three-step process by which inmates can document and report concerns to multiple levels of DRC staff. For more information on the inmate grievance procedure, please see the Glossary at the back of the report.

¹³⁷ 77.2 percent (n=184).

¹³⁸ n=184.

¹³⁹ n=192.

- For inmates who had not used the grievance procedure, the top reason reported was “Grievance procedure does not work,” which is somewhat concerning. However, “No problems/reason to use” was the second-most frequent response, which is positive.
- A high percentage of inmates reported knowing who the Inspector was,¹⁴⁰ and it was higher than the comparator prison.¹⁴¹
- The Inspector logged a number of rounds in the housing units. The Inspector does not hold open office hours due to the security classification of the population.

Informal Complaints

- In CY 2014, the facility reported receiving 1,507 informal complaints resolutions (ICRs), which represented a 11.0 percent increase from 2013.¹⁴²
- Of the total, only 1.1 percent have not received a documented response, which is positive. Of those that did receive a response, only 3.9 percent were outside of the seven day timeframe mandated by DRC administrative rule, which is very positive. The untimely response rate decreased in comparison to CY 2013,¹⁴³ which is positive.
- CIIC’s review of a random sample of ICR responses indicated that staff are responsive to inmate concerns and professional in their responses. Out of 20 reviewed, the only concern was that four indicated that they would contact someone to follow up, but not the result, and another two had short responses lacking explanation.¹⁴⁴
- A somewhat high-to-average percentage of inmates reported feeling that informal complaints are dealt with fairly at the institution, which is positive;¹⁴⁵ this was higher than the comparator prison.¹⁴⁶

Grievances

- In CY 2014, there were 302 grievances filed, a 10.6 percent increase from CY 2013. Staff reported 36 grievances on hand at the end of the year, which is potentially a concern.
- The total number of inmates who filed a grievance during the year increased 18.4 percent from CY 2013 to CY 2014.
- The highest number of grievances filed by a single inmate was 30 in CY 2014,¹⁴⁷ which is a slight increase in comparison to CY 2013.¹⁴⁸

¹⁴⁰ 50.8 percent (n=191).

¹⁴¹ 40.8 percent (n=196).

¹⁴² The facility reported 1,358 informal complaints received in CY 2013.

¹⁴³ In CY 2013, the untimely response rate was 5.1 percent.

¹⁴⁴ One just said, “education enrollment follows policy” without indicating how the complaining inmate was affected by the policy. A second said, “your theft/loss will be processed accordingly” without further information.

¹⁴⁵ 16.0 percent (n=131) reported feeling that informal complaints were dealt with fairly.

¹⁴⁶ 9.9 percent (n=142) reported feeling that informal complaints were dealt with fairly.

- Of the total dispositions in 2014, 90.6 percent were denied and 9.4 percent were granted. The percentage of grievances granted is lower than the average.¹⁴⁹ The top three categories with the most grievances at OSP were Personal Property (52), Supervision (49), and Healthcare (44).
- Inspectors are expected to dispose of grievances within 14 days to ensure timely response to inmates' concerns. In CY 2014, 72.2 percent of the total grievances were extended beyond the applicable timeframe, which is very high and potentially concerning.
- CIIC's review of a random sample of grievance dispositions indicated that the Inspector interviews relevant staff, reviews relevant evidence, and generally provides a thorough response to inmates.
- An average percentage of inmates reported feeling that grievances and grievance appeals are dealt with fairly at the institution.¹⁵⁰

Oversight and Accountability

- The Inspector relayed that he takes steps to ensure that informal complaints receive timely responses, including a "tell sheet" that goes to the Warden with both the staff who are untimely and the staff who are doing particularly well with responses; he also brings it up at executive staff meetings. As relayed above, OSP has a very low percentage of untimely informal complaint responses.
- The Inspector relayed that grievance reports to the Warden are very infrequent, as there is "ongoing communication" regarding grievances.
- The Inspector relayed that executive staff discussion of grievance issues/trends is not formal, but that they are starting to do formal discussions.
- The Inspector relayed that he ensures that inmates are not retaliated against by making it "very clear that staff will be disciplined."

C. INMATE DISCIPLINE

CIIC's evaluation of inmate discipline¹⁵¹ includes observation of Rules Infraction Board (RIB) hearings and a review of a random sample of closed RIB cases. Overall, CIIC rates inmate discipline as **IN NEED OF IMPROVEMENT**; however, this is solely due to the procedures and does not indicate that the inmate disciplinary system is unfair to inmates.

¹⁴⁷ The Inspector relayed that the inmate who filed the most informal complaints also had the most conduct reports last year, and the issues spanned the range from property to RIB.

¹⁴⁸ The highest number of grievances filed by a single inmate in CY 2013 was 26.

¹⁴⁹ CIIC does not yet have a DRC average for grievances granted in CY 2014; however, historically about 15.0 percent of grievances are granted across the system.

¹⁵⁰ 14.2 percent (n=120) reported feeling that grievances were dealt with fairly; 14.0 percent (n=114), that grievance appeals were dealt with fairly.

¹⁵¹ Inmates charged with a rule infraction are given a conduct report (also known as a ticket). All conduct reports are first heard by a hearing officer; if the offense is a minor offense, the hearing officer may dispose of it himself. More serious offenses must be referred to the RIB, which is a two-person panel that conducts a formal hearing, including witness testimony and evidence.

Caseload

- In the past six months, OSP reported 332 cases that were referred to RIB. An additional 32 cases were referred to RIB and received a disposition that included Local Control.¹⁵²
- The most frequent rule violation referred to RIB was a rule 21 violation (disobedience of a direct order); however, the most frequent charge for cases that resulted in a Local Control placement was a rule 4 (assault).

Procedures

- OSP's RIB procedures raised concern. All other RIBs are held in a specific room with both members of the RIB panel seated in front of computers. In this case, although a laptop cart was available, the RIB panel had printed out the conduct reports and penciled notes on the back of them.
- Of the two observed cases, the RIB Chair reviewed the inmate's rights on one case, but not the other. The RIB Chair also read the conduct reports for one, but not the other. In neither was the inmate asked if he had received the conduct report prior to the hearing. In neither was the inmate's testimony confirmed (likely because it was not documented into the computer beforehand, so it could not be confirmed). The Chair also did not have signature pads for the inmate to sign either for the testimony or that he had received the disposition.
- The vast majority inmates refused to participate in either the hearing officer review or the RIB hearing, or both. However, given the above-stated lack of signature pads, there is a question about this.
- OSP has a habit of running cases together as a "spree." While this may have been approved by DRC Legal Services, it was extremely confusing when trying to evaluate whether procedures were appropriately followed, which raises a question regarding accountability
- Positively, the RIB Chair consulted the second panel member, reviewed evidence, deliberated as to the inmate's guilt and also debated appropriate sanctions.
- The RIB panel's review of relevant evidence¹⁵³ was good, although this is an area that can be improved.¹⁵⁴
- All of the cases reviewed were either heard within the requisite seven days or a reason was stated.

¹⁵² Local Control is reserved for more serious rule violations, is assigned by a separate committee from the RIB, and can span up to 180 days, reviewed monthly.

¹⁵³ Relevant evidence generally includes reviewing camera footage, use of force packets, drug tests, contraband control slips, pictures of weapons, etc.

¹⁵⁴ The panel tended to review camera footage and there were attached contraband control slips and a picture of a letter that was described as having STG content. However, an inmate was charged with a weapon and there was no picture attached. Another inmate made a rope and was charged with just a 51 violation, saying that it was a "jump rope." It would have been very beneficial to have a picture of the alleged jump rope. Use of force packets were also not attached.

Due Process

- In a reviewed case, an inmate who was on the mental health caseload was not evaluated by mental health staff prior to the RIB hearing. This is particularly concerning because the inmate claimed that a change in his mental health medications caused his conduct; the RIB Chair should have stopped the hearing and ensured that mental health staff evaluated him. In a second case, the inmate was placed on the mental health caseload on the same day as the RIB hearing; it was therefore not clear whether he should have been assessed.
- The inmate rights form was completed for all cases.¹⁵⁵ However, so many of the inmates were marked “refused” that is unclear whether the form operated as intended. In addition, there was one instance in which there was no inmate signature on the form. Last, in only some of the cases in which the inmate refused to sign the inmate rights form, the hearing officer appropriately did not waive the inmates’ rights; in others, the inmate refused and the rights were waived, raising a question.
- Requested witnesses were a point of confusion in the review, as again, most of the time the inmates appeared to waive attending the RIB Hearing Officer hearing, so requesting witnesses was a moot point. In a few cases, the inmate requested witnesses and the appropriate forms were not available.¹⁵⁶
- Confidential information was not used in any of the reviewed cases.

Sanctions

- RIB sanctions were generally significantly less than what inmates would have received at other institutions. Indeed, in at least one case, the inmate’s conduct at a lower security institution probably would have resulted in an immediate transfer and security classification increase; at OSP, he was just charged restitution.¹⁵⁷
- Similarly, in several cases, the inmate was not charged with the same level of rule violation that he would have been charged at other institutions.¹⁵⁸
- In contrast to the above lesser sanctions, some inmates who had engaged in serious misconduct were placed on 90 day recreation restriction, which seems like a very poor idea in an institution where inmates are as locked down as a

¹⁵⁵ The inmate rights form asks whether the inmate waives the 24 hour notice, the presence of the charging official at the hearing, and the presence of any witnesses. The form also asks the staff completing the form whether he or she believes that the inmate needs staff assistance.

¹⁵⁶ In all but one instance, a review of the RIB hearing audio determined that the inmate later waived the witness, but there was no indication of this in the RIB disposition or any other form.

¹⁵⁷ As stated in the conduct report, the officer went to spray OC on the inmate. The inmate then grabbed the OC can and was able to break off its top, causing the canister to “explode” in the officer’s face and resulting in the officer’s immediate transportation to medical. At almost any other institution, this would have been an assault on staff. At OSP, the inmate was just charged restitution for the OC can.

¹⁵⁸ For example, in one case, an inmate closed a cuffport on an officer’s hand. At some institutions, this would have been charged as an assault; at OSP, it was just charged as an 18 (creating a disturbance). In the above-mentioned case about a “jump rope,” most institutions would have charged an inmate who had built a rope with a weapon or having an instrument of escape, not just a 51 (contraband).

general matter of course. While certainly the misconduct was grave, giving an inmate no physical outlet for such an extended time seems likely to only result in further misconduct.

D. SEGREGATION

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

Segregation Population

- Staff provided a segregation tracking mechanism (segregation roster) that provided a good amount of data.¹⁵⁹
- On the day of the inspection, there were 16 total inmates in segregation, or 3.7 percent of the total institutional population, which is about the same as the last inspection (2013).
- Almost all of the inmates had been placed in segregation within the past two weeks. The longest serving inmate had been placed in segregation on November 30, 2014. This is very positive.
- Of the total, none of the inmates appeared to be in segregation under investigation.
- Of the total, 62.5 percent were classified as black, 31.3 percent were classified as white, and one inmate was classified as "other." This is in line with the institutional demographics.¹⁶⁰
- Of the total, four inmates (25.0 percent) were on the mental health caseload according to mental health staff. This is out of line with the institutional mental health caseload proportion,¹⁶¹ but it may simply be due to low numbers.

Conditions

- OSP has a single segregation unit, which is a housing unit pod, the same as the others. Each cell has its own sink and toilet, with separate showers for each range. In line with the security classification, all of the cells housed only one inmate.
- Overall, conditions appeared good and cells appeared clean. However, there was trash on the range.
- The segregation unit does not have any crisis cells.
- Staff relayed that there were no maintenance issues on the day of the inspection. Staff relayed that maintenance staff actually check with the unit once a day to

¹⁵⁹ The roster tracks inmates by disciplinary status, rule violation, the date that the inmate came into the segregation unit, mental health status, and STG status. All of this is important information for ensuring the orderly management the population.

¹⁶⁰ As of February 2, 2015, 61.6 percent of the inmates were classified as black, 36.3 percent as white, and 2.1 percent as of another race.

¹⁶¹ As of the day of the inspection, 12.8 percent of the total inmate population was on the mental health caseload.

make sure that there is nothing to be fixed. That is both abnormal and very positive.

- CIIC staff did not eat a segregation meal, but inmates did not relay any concerns about it.
- Indoor recreation consists of the dayroom area and a side room that contains a dip bar and an exercise ball. Outdoor recreation appears to vary, but it was in this instance a large outdoor cement area that had a basketball hoop and a basketball.
- Inmates did not relay any concerns regarding segregation conditions, other than a few relaying a concern regarding access to their property and/or property that was reportedly damaged during a recent clear-out. However, several inmates relayed concerns regarding denial of outdoor recreation.

Staff Accountability

- The only cell security issue viewed¹⁶² was that some inmates had blocked the cell door windows.
- A review of randomly selected segregation log sheets indicated that greater oversight could be brought to bear on the accurate completion of the log sheets. The sheets were missing some signatures, including officer signatures for the day and adequate recreation signatures.
- Documentation indicated that staff were making appropriate security rounds and conducting appropriate shakedowns.
- A review of the employee sign-in logbook indicated that executive staff are doing an excellent job of conducting the necessary rounds.

Critical Incidents

- Uses of force are frequent on the segregation unit, with 11 occurring in January alone.
- Use of a disciplinary meal (“food loaf”) was also frequent; with 15 occurring in January. CIIC staff reviewed all of the documentation and while for the most part, the use of disciplinary meals appeared in line with policy, there were a couple that were questionable.¹⁶³
- Inmates regularly engage in disturbances on the unit (such as cell floodings).
- Staff stated that inmates could report sexual assaults to any staff and that they could also use the telephone to call the PREA hotline. Staff said that zero allegations of sexual assault in the segregation unit had ever occurred.

¹⁶² Cell security issues include inmates attempting to block cell windows or cell door windows, STG related graffiti, attempting to jam the locks or place material in the cuffsports, or excessive clotheslines or towels on the floor.

¹⁶³ For example, in several cases, the inmate took control of the cuffsport with his hand or other body part. In another case, staff approached the cell to give the inmate his food tray and the inmate was masturbating; it was not clear that this was related to the meal service.

Programming/Activities

- There was one telephone available for inmates' use; it can be used by an inmate who has been in segregation for more than a month with good behavior, or for emergencies or attorney phone calls. CIIC staff reviewed the telephone log; no calls had been made since August.¹⁶⁴
- The log book indicated that mental health staff make rounds several times per week; in addition, treatment for inmates on the mental health caseload is in progress. Staff also provide programming for inmates on elevated mental health monitoring status.¹⁶⁵
- The librarian documented weekly rounds through the segregation unit. The Librarian was universally praised by the inmates across OSP.
- Segregation inmates receive weekly visits from the school principal who provides educational materials to inmates enrolled in classes who are in segregation, particularly those who have special needs.
- Inmates are provided access to religious services through the Chaplain, who makes many rounds through segregation.

¹⁶⁴ This is not necessarily concerning. As stated, very few inmates had been in segregation for more than two weeks.

¹⁶⁵ This includes inmates who have been at Level 5 for a year.

FAIR TREATMENT RECOMMENDATIONS

- Evaluate the high percentage of delayed grievance dispositions and develop strategies to address.
- Ensure that members of the RIB panel are trained and using the designated laptop cart. Ensure that the cart is equipped with signature pads and that the panel is using them. CIIC strongly recommends that the RIB Chair and the Warden's Assistant consider doing cross-training at TOCI, as TOCI's last RIB review was very positive.
- Ensure that all inmates on the mental health caseload are evaluated prior to the RIB hearing.
- Consider evaluating the number of inmates who refuse to participate in the hearing officer and RIB hearings.
- Develop strategies to improve the level of evidence considered by RIB, which should include training for officers and other staff to attach the evidence to the RIB record on DOTS.
- Ensure that all appropriate signatures are made on the segregation log sheets.
- Consider conducting a review of inmate misconduct and sanctions. Consider forming a committee with the other maximum security institutions to jointly consider how to best address inmate misconduct at that level.

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, staff interviews, and inmate surveys. Overall, CIIC rates access to purposeful activities as **GOOD**.

- OSP provides an adequate amount of programs and purposeful activity options for the high security population that they house.
- There is one designated housing pod to house the cadre population at OSP, which consists of seven level one inmates.
- OSP offered five unit-based, reentry-approved programs in FY 2014 with a total of 117 inmate completions. Completions comprised 24.1 percent of the inmate population.¹⁶⁶
- There is one inmate-led program, called M.A.N. U.P.¹⁶⁷ that seeks to guide young men through the process of identifying their true nature and to a personal state of empowerment.¹⁶⁸
- A slight majority of survey respondents indicated that it is easy or neutral to get into unit programming.¹⁶⁹
- OSP creatively utilizes the CastNet channel of the inmate TVs to offer additional access to programming in cells.
- Positively, inmates at OSP have access to two unique programs, the OSP Wellness program¹⁷⁰ and the Transition to Community program.¹⁷¹
- OSP offers the following academic programs: ABLE, Pre-GED, and GED. The total academic enrollment at OSP increased from FY 2013 to FY 2014.¹⁷²

¹⁶⁶ In FY 2014, OSP offered the following five unit core programs: Thinking for a Change (11 completed), Victim Awareness (7), Inside Out Dads (7), Money Smart (89), and Responsible Family Life Skills (3). OSP had an average population of 486.2 inmates for FY 2014.

¹⁶⁷ Men Acknowledging Nature's Ultimate Purpose

¹⁶⁸ At the time of inspection, the program was not being offered and had 62 inmates on the waitlist.

¹⁶⁹ 52.8 percent (n=161) indicated it is easy or neutral to get into unit programs.

¹⁷⁰ The OSP Wellness program is a six month discretionary program, with meaningful activity that has participation from six departments of the institution, to include: unit staff, recovery services, medical, mental health, religious services, and recreation. Each month, inmates receive educational information from one of the participating departments that may be done via in cell instruction, television, or program booth. The program provides an opportunity for a lifestyle change by offering an opportunity to learn more about the factor impacting one's health and methods to deal with health issues.

¹⁷¹ The Transition to Community program is offered through Recovery Services and seeks to help inmates prepare for a successful reentry into the community.

¹⁷² In FY 2013, there were 220 inmates enrolled in academic programming, compared to 235 enrolled inmates in FY 2014.

Additionally, the rate of academic enrollment per 1,000 inmates is significantly higher than the comparator prison and the DRC average.¹⁷³

- The rate¹⁷⁴ of inmates on the waitlist for academic programs compared to those enrolled at OSP is significantly lower than the comparator prison and lower than the DRC average.¹⁷⁵
- The number of mental health programs at OSP was acceptable, given the high security population.¹⁷⁶
- Additionally, OSP offers a good number of recovery service programs, given the population.¹⁷⁷
- OSP offers all recreation activities permitted at a Level 5 facility.^{178,179}

Negatively,

- Although OSP increased apprenticeship enrollment from FY 2013 to FY 2014; they still provided apprenticeship education at a slightly lower rate than the comparator prison and a significantly lower rate than the DRC average in FY 2014.¹⁸⁰
- Community service hours increased from CY 2013 to CY 2014.¹⁸¹ However, the CY 2014 rate for community service hours was lower than the comparator prison and significantly lower than the DRC average.¹⁸²
- OSP offered a large amount of religious services, but had an inmate participation rate lower than both the comparator prison average and the DRC average participation rate for FY 2014.¹⁸³

¹⁷³ In FY 2014, OSP's rate of academic enrollment was 523.4 per 1,000 inmates, compared to 270.3 for the comparator prison and the DRC average rate of 346.5.

¹⁷⁴ The rate is per 100 inmates enrolled in academic programming.

¹⁷⁵ In FY 2014, OSP's rate of inmates on the waitlist for academic programs compared to those enrolled was 20.9, which is substantially lower than the comparator prison rate of 84.7 and the DRC average of 34.8.

¹⁷⁶ Mental health programs include: "Anger: Creating New Choices," Anger Management, Commitment to Change, Beyond Anger, RET, "Rage, Recidivism & Recovery," Stress Management, Epictitus Club, Life Skills, Wellness Program, Anger Control Training, Fear, the Anger Trigger, Chance for Change, As Free As An Eagle.

¹⁷⁷ Recovery service programs include: AOD programming, Motivational Engagement Therapy, and STEPS.

¹⁷⁸ Staff identified approximately six different forms of recreational activities for inmates. Recreational activities are considered to be meaningful activities that contribute toward mental and physical health.

¹⁷⁹ Recreation programs include: aerobics, handball, jogging, wellness program, yoga, and fantasy leagues, such as football and Nascar.

¹⁸⁰ During FY 2014, OSP provided apprenticeship programs to six inmates, which was an increase from FY 2013 of one inmate. OSP provided apprenticeship programs in FY 2014 at a rate of 12.3 per 1,000 inmates, while the comparator prison rate was 12.7 and the DRC average rate was 39.3.

¹⁸¹ Community service hours increased from 44 in CY 2013 to 101 in CY 2014.

¹⁸² OSP had a rate of community service hours of 0.2 per one inmate, which was less than the comparator prison average of 3.0 hours, and significantly less than the DRC average rate of 106.7 hours.

¹⁸³ For FY 2014, OSP offered 294 religious services with a total of 1,502 inmate participants, equating to approximately 3.3 visits per inmate, which is lower than both the comparator prison average rate of 3.8 and the DRC average rate of 7.1. However, this does not take into account that some inmates likely attend services far more than three times in a year.

- OSP does not currently operate an OPI shop due to the high security environment.

B. 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 overall educational programming as **GOOD**.

Access

- The total academic enrollment and rate of academic enrollment increased from FY 2013 to FY 2014.¹⁸⁴ Additionally, the rate of academic enrollment was significantly higher compared to the comparator prison average and the DRC average.¹⁸⁵
- From FY 2013 to FY 2014, OSP decreased the rate¹⁸⁶ of inmates on the waitlist compared to those enrolled in academic programming and maintained a rate lower than the comparator prison average and the DRC average.¹⁸⁷
- To increase the amount of educational programming available to the inmate population, staff use the inmate TV channel, CastNet, to show GED instructional videos. Additionally, inmates can request the corresponding textbook from the library to assist in their learning.
- OSP offers two apprenticeship programs for the level 1, cadre inmates.¹⁸⁸ OSP increased apprenticeship enrollment from FY 2013 to FY 2014, yet provided apprenticeship opportunities at a slightly lower rate than the comparator prison and lower than the DRC average rate in FY 2014.¹⁸⁹
- Negatively, OSP does not offer any vocational education¹⁹⁰ to the inmate population.

Outcome Measures

- Total academic certificates earned slightly increased from FY 2013 to FY 2014,¹⁹¹ and the FY 2014 rate of certificates earned to academic enrollment was higher than both the comparator prison and the DRC average rate.¹⁹²

¹⁸⁴ In FY 2014, there were 235 inmates enrolled in academic programming compared to the previous FY enrollment of 220 inmates.

¹⁸⁵ OSP had a rate of academic enrollment of 523.4 for FY 2014, compared to the comparator prison rate of 270.3 and the DRC average rate of 346.5.

¹⁸⁶ The rate is per 100 inmates enrolled in academic programming.

¹⁸⁷ In FY 2013, OSP's rate of waitlisted inmates was 46.4, which was reduced in FY 2014 to 20.9. The comparator prison rate in FY 2014 was 84.7, while the DRC average was 34.8.

¹⁸⁸ OSP offers a janitorial apprenticeship and a tailor apprenticeship.

¹⁸⁹ During FY 2014, OSP provided apprenticeship programs to six inmates, which was an increase from FY 2013 of one inmate. OSP provided apprenticeship programs in FY 2014 at a rate of 12.3 per 1,000 inmates, while the comparator prison average rate was 12.7 and the DRC average rate was 39.3.

¹⁹⁰ Vocational education is comprised of career-technology programs and career enhancement modules.

- Total GEDs earned increased slightly from FY 2013 to FY 2014;^{193,194} however, the FY 2014 rate of GEDs earned was slightly lower than both the comparator prison and the DRC average rates.¹⁹⁵

On-Site Observation

- CIIC staff observed one educational program in progress.¹⁹⁶ Inmates had the necessary materials to encourage learning and seemed actively engaged in the learning process.¹⁹⁷
- The teacher utilized several teaching strategies, to include: reading the question aloud, explaining each step of the question, and using real-life examples.
- Negatively, there were students at different stages of the learning process in the same class. It was relayed that some students are studying for the Pre-GED test, while others are preparing for the GED test.¹⁹⁸

C. LIBRARY

CIIC's evaluation of the library facility includes an observation of the physical facility and evaluation of data. CIIC rates the library as **GOOD**.

Facilities

- The library was clean and well-maintained. Although the space was small, it appeared to be sufficient and there were wall to wall bookshelves full of a variety of materials.
- Due to the security level of the inmate population, the library is not open for inmate use.
- There are no computers available for inmate use. If an inmate would like access to reentry materials available through Ohio Means Jobs, library staff attempt to accommodate the request by visiting the site and printing the material to provide directly to the inmate.

¹⁹¹ The number of OSP academic certificates earned in FY 2013 was 73, which increased in FY 2014 to 74 certificates.

¹⁹² OSP's FY 2014 rate of academic certificates earned was 31.5 per 100 inmates, which was higher than both the comparator prison average rate of 26.9 and the DRC average rate of 26.2 per 100 academic students enrolled.

¹⁹³ There were 19 GEDs earned in FY 2013, and 20 GEDs earned in FY 2014.

¹⁹⁴ Total GEDs achieved decreased across the DRC due to the conversion to the computerized GED.

¹⁹⁵ In FY 2014, the rate of GEDs earned per 100 inmates enrolled in GED classes at OSP was 24.7. The comparator prison rate was 29.9 and the DRC average rate was 29.6.

¹⁹⁶ The program was conducted in the D-block program booths and there were five students in the observed class.

¹⁹⁷ Each student received a pencil, a calculator, a Kaplan GED study book, and several pieces of blank paper. Additionally, the teacher had access to a dry-erase board to facilitate student understanding.

¹⁹⁸ The Principal relayed that this mixture of learning levels is due to the difficulty in maintaining a group of inmates that are able to consistently attend classes.

- Additionally, reentry resource guides for each county are available for inmate use upon request. There are numerous reentry books, which are marked “Reentry” on the library book list for inmates to request.
- Overall, a large portion of the inmate population reported positive comments about the library and/or the Librarian.

Special Programs

- There are no special programs available through the library for inmates to participate in.
- However, library staff track inmate interests and attempt to provide materials fitting within their interest.
- Additionally, staff relayed if an inmate requests a specific or unique material that the library does not own, staff will attempt to locate the information online and provide a hard copy to the inmate to review.

Access

- As of December 2014, the OSP library had 13,133 items. Additionally, there were 2,068 books in circulation, suggesting high inmate use.
- Although the library facility is not accessible to the inmate population, inmates can send kites to the library staff to request specific materials.¹⁹⁹
- Due to inmate paper restrictions, the library does not have any newspaper or magazine subscriptions available for inmate use.
- The average rate of library materials per inmate is 30.0,²⁰⁰ which remained approximately the same from FY 2013 and is significantly higher than both the comparator prison and the DRC average for FY 2014.²⁰¹
- The library does not maintain any legal materials because the institution employs a paralegal, who maintains a separate legal library.

D. OHIO PENAL INDUSTRIES²⁰²

CIIC’s evaluation of OPI includes an interview with the Shop Manager and a review of financial and employment data. OSP does not operate any OPI industries.

¹⁹⁹ If an inmate would like to request any materials from the library, the inmate first must send a kite to the librarian requesting to borrow the library book list. The inmate is allowed to borrow the list for one week. After reviewing the library book list, the inmate sends a kite to the librarian requesting specific materials.

²⁰⁰ At the time of inspection, the OSP library had 13,133 materials and an inmate population of 438.

²⁰¹ In FY 2013, OSP’s average rate of library materials per inmate was 29.2. In FY 2014, the comparator prison rate was 3.9 and the DRC average rate of library materials per inmate was 8.0.

²⁰² 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.

E. REENTRY PLANNING

CIIC's evaluation of reentry planning²⁰³ includes interviews of staff,²⁰⁴ focus groups of inmates,²⁰⁵ a document review, and inmate survey responses. Overall, CIIC rates reentry planning provisions as **GOOD**.

Reentry Planning²⁰⁶

- The Unit Management Chief has a detailed form that unit staff are required to fill out regarding the inmates on their units. The UMC tracks completions of RPLANs for each inmate who is released using this form.²⁰⁷ Additionally, the UMC collects information regarding programs, inmate/staff concerns, contraband, cell conditions, incentives, among other areas.
- OSP currently provides three unit-based, reentry-approved programs with a total of 19 inmates enrolled and 419 inmates on the combined waitlists.²⁰⁸
- Positively, inmates at OSP have access to two unique programs, the OSP Wellness program²⁰⁹ and the Transition to Community program.²¹⁰
- OSP has a partnership with the Hope Center to provide mentorship to inmates close to release.²¹¹ Additionally, volunteers from the Hope Center facilitate programming to the inmate population.

²⁰³ Reentry planning requires pervasive attention to individualized details from the first day of incarceration through the post-release period. Effective reentry planning is crucial for a successful reintegration into society. The inspection considers the amount and types of inmate access to unit programs and purposeful activities, inmate contact with local community representatives, and staff accountability related to reentry processes and unit life.

²⁰⁴ CIIC inspection process includes interviews of the Reentry Coordinator (RC), the Unit Management Chief (UMC), and available Case Managers (CM). In numerous institutions, the duties of the RC are assigned to the UMC or other Unit Manager, prompting a combined interview.

²⁰⁵ CIIC conducts several focus groups of inmates representing various populations within the institution, including a group of inmates who are within approximately 30 days or less of their release date.

²⁰⁶ Reentry operations at DRC institutions include the use of the DRC RPLAN (Offender Transitional Release Plan). In the few months prior to release, all DRC institutions provide various types of information to inmates through channels like Adult Parole Authority (APA) workshops and printed materials from Ohio's counties.

²⁰⁷ An accountability and tracking system for timely RPLAN completions encompasses a detail-oriented, paper and list-intensive sequence of tasks that requires each Case Manager to handle reentry details for assigned inmates on a regular weekly schedule and exchange documentation with their Unit Management Chief.

²⁰⁸ Unit Core Programs (3): Victim Awareness (6 enrolled/232 waitlist), Money Smart (9/57), and Inside-Out Dads (4/9). Two programs that were not being offered at the time of inspection, Thinking for a Change and Responsible Family Life Skills, have waitlists of 112 inmates and 9 inmates, respectively.

²⁰⁹ The OSP Wellness program is a six month discretionary program, with meaningful activity that has participation from six departments of the institution, to include: unit staff, recovery services, medical, mental health, religious services, and recreation. Each month, inmates receive educational information from one of the participating departments that may be done via in cell instruction, television, or program booth. The program provides an opportunity for a lifestyle change by offering an opportunity to learn more about the factor impacting one's health and methods to deal with health issues.

²¹⁰ The Transition to Community program is offered through Recovery Services and seeks to help inmates prepare for a successful reentry into the community.

²¹¹ Currently, there are 13 inmates involved in the Hope Center mentorship program.

- Additionally, OSP has participated in the new DRC program, Video In-Reach Program (VIP).²¹²
- Inmates in focus groups relayed that the Transition to Community program is helpful in preparing them for reentry. However, inmates relayed they would like more individualized attention from unit staff.²¹³

Negatively,

- Due to the secure atmosphere, OSP does not host a job fair.²¹⁴
- OSP does not currently attend local reentry coalition meetings. However, the UMC is placing a greater emphasis on attending upcoming local reentry coalition meetings, to include: Cuyahoga and Lorain counties.
- In a review of past releases,²¹⁵ it was determined that of the 12 inmates recently released, only 10 inmates had completed RPLANS.²¹⁶
- During the most recent Internal Management Audit, OSP was found to be non-compliant with two standards related to unit management.²¹⁷

Library Reentry Resource Center²¹⁸

- Due to the high security environment, inmates do not have direct access to a reentry resource center. However, if an inmate would like access to reentry materials available through Ohio Means Jobs, library staff attempt to accommodate the request by visiting the site and printing the material to provide directly to the inmate.
- There are numerous reentry books, which are marked “Reentry” on the library book list for inmates to request. Additionally, reentry resource guides for each county are available for inmate use upon request.

²¹² This program seeks to connect inmates with the reentry coalition for the county that they will be returning to via video conferencing.

²¹³ 57.8 percent of survey respondents (n=187) indicated that staff had not discussed what programs they should be taking while incarcerated.

²¹⁴ Per policy, all DRC institutions are required to host a job fair two times per year. OSP has a variance from this policy.

²¹⁵ CIIC staff looked at the list of inmates released within the past 30 days.

²¹⁶ The Unit Management Chief relayed that for the two inmates who did not have completed RPLANS by the time of their release, it was due to the Case Manager forgetting to go back in the system to record dates that the inmate received the required material. Additionally, the UMC relayed that frequently staff will forget to put N/A if the information does not apply to the individual inmate.

²¹⁷ OSP was found to be non-compliant with the following two standards:

- OH 01-12U: The Unit Management Chief is responsible for overseeing the roles, responsibilities, and processes of the unit management staff.
- OH 01-24U: The Unit Management Chief or the responsible Deputy Warden are responsible for monitoring the quality of the Prison Intake Tool (PIT) interview, documentation and management of the Case Plan and Reentry Accountability Plan (RAP) ensuring all program providers are communicating through the inmate’s case plan and RAP screens.

²¹⁸ Each DRC institution is required to have a reentry resource center in the institutional library, per DRC 78-REL-05.

Community Connections

- The majority of survey respondents indicated they had not experienced any problems accessing the telephone within the past six months,²¹⁹ which is comparable to the last CIIC inspection.²²⁰
- However while on-site, inmates relayed a number of concerns about the telephones to include: the cordless phones in D-Block cutting off due to reception issues and phone calls being cut short due to officer rounds.²²¹
- Only 46.6 percent of survey respondents indicated that they had experienced problems with sending or receiving mail within the past six months.²²² This was an increase from the previous CIIC inspection.²²³
- The majority of survey respondents indicated that they had not experienced problems with visitation in the past six months;²²⁴ however, as this represented a decrease since CIIC's last inspection,²²⁵ more inmates may currently be experiencing problems with visitation.

²¹⁹ 67.2 percent of survey respondents (n=192) indicated they did not have any problems accessing the telephones within the past six months. Of the 32.8 percent who indicated problems accessing a telephone, the most common cited reason was not enough phones.

²²⁰ During CIIC's 2013 inspection of OSP, 68.7 percent of survey respondents indicated they had not experienced problems accessing the telephones within the past six months.

²²¹ Inmates suggested moving the telephones to the indoor rec cages, so that inmates would not have to end their phone calls for officers to do rounds.

²²² 53.4 percent of survey respondents (n=189) indicated there were no problems with sending or receiving mail.

²²³ During CIIC's 2013 inspection of OSP, 38.6 percent of survey respondents indicated there were problems with the mail.

²²⁴ 69.3 percent of OSP survey respondents (n=189) indicated they had not experienced problems with visitation. Of the 30.7 percent who indicated problems with visitation, the most common cited reason was distance for visitors.

²²⁵ During CIIC's 2013 inspection of OSP, 77.4 percent of survey respondents indicated they had not experienced problems with visitation.

REHABILITATION AND REENTRY RECOMMENDATIONS

- Consider ways to increase apprenticeship enrollment.
- Consider ways to increase community service hours.
- Consider ways to increase the number of GEDs earned by the inmate population.
- Consider implementing a special program for the inmates to participate in.
- Consider increasing involvement with the local reentry coalitions.
- Ensure all RPLANs are completed by the date of release for each inmate.
- Consider ways to decrease inmate complaints with phones, such as moving phones to the indoor recreation cells, reviewing the use of the cordless phone, and/or considering allowing inmates to use the phones during officer rounds.

IV. FISCAL ACCOUNTABILITY

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

A. FISCAL WELLNESS

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

Budget Overview

- In FY 2014, OSP spent nearly 100 percent of their approved budget.^{226xli} The highest expense was the institutional operations payroll for the security and administrative staff which used 82.2 percent of the budget. Medical staff payroll (5.9 percent) and medical supplies²²⁷ (2.8 percent) were the second and third highest expenses.
- As of January 2015, OSP had used 61.1 percent of their FY 2015 budget.²²⁸ The highest expenses were also security and administrative payroll, medical staff payroll, and medical supplies.^{xlii}

Fiscal Audits

- In their most recent external fiscal audit, OSP was compliant in seven of their eight applicable standards for an overall score of 87.5 percent.^{229xliii} In comparison, OSP scored 100 percent on their previous external audit.²³⁰
- In their most recent internal fiscal audit, OSP was compliant in six of their seven applicable mandatory standards for an overall score of 85.7 percent.^{231xliiv} In comparison, OSP was compliant in each of their six standards for an overall score of 100 percent on their previous internal audit.
- The auditor required an action plan from OSP to address the standards that were not met during the external audit.^{xliv}

²²⁶ In FY 2014, OSP was approved for a budget of \$26,314,996.11 and spent \$26,311,436.73.

²²⁷ Medical supplies include non-psychotropic prescription drugs.

²²⁸ The approved FY 2015 budget for OSP was \$26,078,372.29.

²²⁹ The most recent OSP fiscal audit was conducted from May 7, 2013 through July 9, 2013 and is considered the fiscal audit for FY 2013.

²³⁰ Previous audit was conducted in FY 2012.

²³¹ According to the Ohio Standards, institutions are required to score 90 percent or above to pass. OSP was not applicable in the following Ohio Standards: 14-09 ("Asset Management System").

Overtime Management

- In FY 2014, OSP paid \$1,296,656.03 in total staff overtime hours, which was a slight increase of 1.9 percent from FY 2013.^{232xlv} However, the amount of paid overtime was significantly less than the DRC average for each fiscal year.^{233xlvii}
- In FY 2014, OSP paid \$1,084,571.90 in correctional officer overtime hours, which was a 3.9 percent increase from FY 2013.^{234xlviii} However, the amount of correctional officer paid overtime was lower than the DRC average for each fiscal year.^{235xlix}
- As of December 2014, OSP has paid \$808,481.70 in overtime costs for FY 2015 year-to-date.

Property

- In CY 2014, OSP paid \$336.80 in property loss payouts, which was a significant decrease of 78.0 percent from their CY 2013 payouts.^{236l} OSP's property settlement rate significantly decreased from CY 2013.²³⁷ The CY 2013 OSP property settlement rate was higher than the average for the comparator prison.²³⁸
- In CY 2014, OSP inmates filed 52 grievances regarding personal property including 41 grievances (78.8 percent) for property that was lost, damaged, or confiscated by staff.^{li} The total property grievances increased in comparison to CY 2013.^{239lii}

²³² In FY 2013, OSP paid \$1,272,678.11 in total staff overtime.

²³³ In FY 2014, the average DRC total staff overtime was \$2,303,085.36. In FY 2013, the average DRC total staff overtime was \$2,318,315.73

²³⁴ In FY 2013, OSP paid \$1,044,130.24 in correctional officer overtime.

²³⁵ The average DRC correctional officer overtime was \$1,876,780.44 in FY 2014. The average DRC correctional officer overtime paid in FY 2013 was \$1,847,254.96.

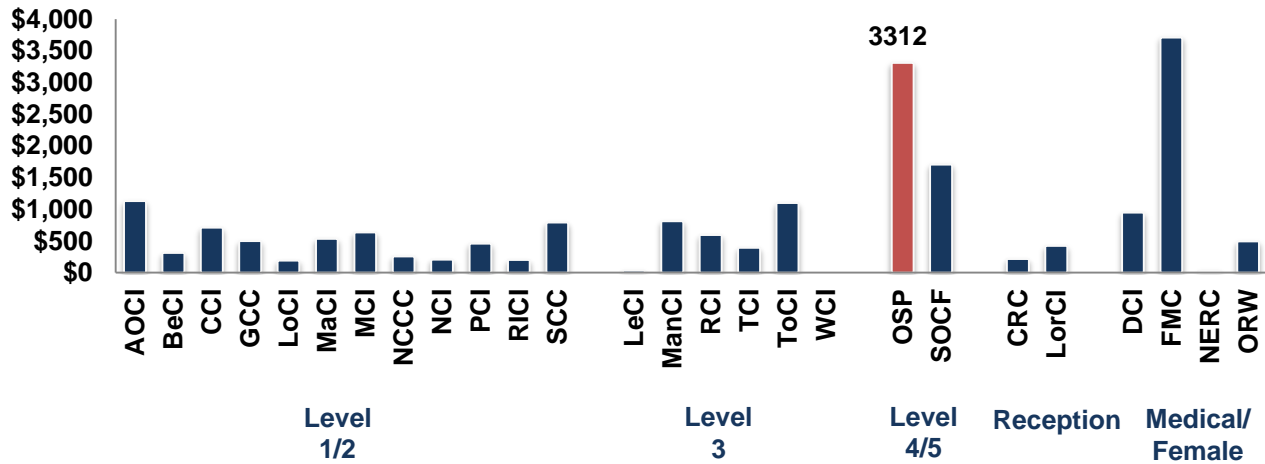
²³⁶ In CY 2013, OSP paid \$1,532.65 for inmate property settlements.

²³⁷ In CY 2014, OSP had a property settlement rate of \$758.22 per 1,000 inmates. In CY 2013, the OSP property settlement rate was \$3,312 per every 1,000 inmates.

²³⁸ The average property settlement for the comparator prisons was \$1,709.

²³⁹ In CY 2013, inmates filed 46 grievances regarding property loss including 35 grievances for items that were lost, damaged, or confiscated by staff.

Chart 4
Property Settlement Rates (per 1,000 inmates)²⁴⁰
CY 2013



Cost Savings

- The following cost savings provided by OSP are based on initiatives that were implemented during CY 2014:^{liii}
 - Relocated fire alarm panel²⁴¹ \$198,831.36
 - Eliminated janitorial contract²⁴² \$138,120.00
 - Chiller replacement²⁴³ \$38,000.00
 - Purchase of a zero turn mower²⁴⁴ \$2,880.00
 - Eliminate proximity cards²⁴⁵ \$200.00
- \$378,031.36

Total cost savings are the highest of any institution inspected since January 2013.

Infrastructure

- OSP submitted the following capital improvement requests to improve its infrastructure during FY 2014:^{liv}

²⁴⁰ Property settlement rate is calculated for each institution by dividing the cost of property settlements by the average institution population for the year. Then multiplying that number by 1000 (cost of settlements/ CY 2013 average population = dollar amount x 1000 = rate).

²⁴¹ OSP received approval from the Fire Marshall to relocate the fire alarm panel from the correctional camp control center to the OSP master control.

²⁴² In January 2014, OSP opened a level one housing pod for approximately seven level one inmates.

²⁴³ OSP replaced their second chiller with a smaller tonnage unit.

²⁴⁴ OSP purchased an additional zero turn mower to replace a standard tractor which saves approximately eight hours of staff time per week.

²⁴⁵ OSP eliminated the cost of replacing old proximity cards by using card readers that work with their state issued ID cards.

○ Roof replacement (main building)	\$2,506,218.00
○ Phone system replacement	\$232,200.00
○ HVAC replacements ²⁴⁶	\$208,045.00
○ Exterior moisture protection	\$101,471.00
○ Window replacement (correctional camp)	\$96,750.00
○ Food service equipment	\$96,000.00
○ Shower replacement/repair project	\$70,950.00
○ Roof repair (support building)	\$14,190.00
	<u>\$3,325,824.00</u>

B. ENVIRONMENTAL SUSTAINABILITY

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

Utility Conservation²⁴⁷

- In FY 2014, OSP decreased its electrical usage by 11.3 percent and decreased its water usage by 7.0 percent. However, OSP increased their natural gas usage by 12.6 percent.^{248iv}
- In FY 2014, OSP decreased its total energy utility costs by \$70,916.99 (11.1 percent) from FY 2013.^{ivi} The most significant decrease was in regard to their water costs which decreased by 29.9 percent. The most significant increase was their electrical costs which increased by 51.6 percent.
- The FY 2013-2014 utility consumption and costs comparisons²⁴⁹ are illustrated in the following chart.

Energy Type	FY 2013	FY 2014	Percentage of Change (Ranked by usage)
Water (gal)	8,347,680 (gal)	7,764,240 (gal)	-7.0%
	\$82,262.60	\$57,682.39	-29.9%
Natural Gas	20,224 (mcf)	22,765 (mcf)	12.6%

²⁴⁶ The HVAC replacement project was approved.

²⁴⁷ The DRC established a goal for each institution to reduce its annual utility costs by five percent. Natural gas, water and electricity are the primary utilities targeted for reduction of use.

²⁴⁸ The significant increase in natural gas costs can be attributed to severe weather during the winter months of January and February 2014.

²⁴⁹ Comparison reflects the invoices received during the following periods: July 2012 – June 2013 and July 2013- June 2014.

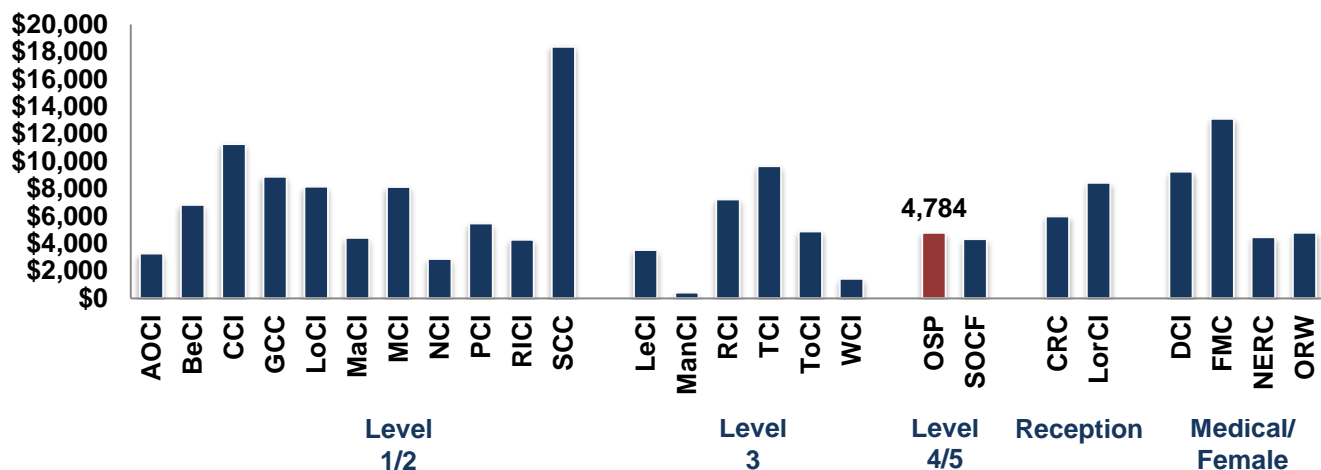
(mcf)	\$112,530.12	\$170,548.48	51.6%
Electric (kwh)	5,704,523 (kwh)	5,058,907 (kwh)	-11.3%
	\$444,141.78	\$339,786.62	-23.5%
Total Costs	\$638,934.48	\$568,017.49	-11.1%

- OSP conducted an energy audit which outlined the energy conservation initiatives from FY 2014.^{250lvii}

Recycling

- OSP recycling projects resulted in \$2,147.88 of revenue for FY 2014 which was a 60.4 percent increase from FY 2013.^{251lviii} The rate of revenue that OSP earned from recycling in FY 2014 was more than the comparator prison.²⁵²

Chart 4
Recycling Revenue Rates (based on inmate population)²⁵³
FY 2014



²⁵⁰ The energy audit found the following: sub-metering is not necessary because all electrical power, heating, cooling, and water comes from the powerhouse; the 17-year-old dishwasher needs to be replaced with a newer more efficient unit; replace window panes as needed; continue to change the air filters every six months; increased the air flow by cleaning the outside air intakes and changing the filters; e-learning classes on energy conservation enable the staff to be better informed regarding the OSP energy conservation efforts; reportedly used less energy from September 2013 to September 2014 despite a record cold winter in 2014.

²⁵¹ In FY 2013, OSP reported \$1,338.96 in recycling revenue to the DRC.

²⁵² In FY 2014, the OSP recycling rate was \$4,784 per every 1,000 inmates. The recycling rate for the comparator prison was \$4,318.

²⁵³ The recycling revenue rate is calculated for each institution by dividing the recycling revenue by the average institution population for the year. Then multiplying that number by 1000 (cost of settlements/ CY 2013 average population = dollar amount x 1000 = rate). Dollar amounts are documented in whole numbers.

Waste Management

- OSP conducted a waste audit in an effort to reduce waste in FY 2015.^{254lix}

Sustainability Cost Avoidance

- OSP implemented the following sustainability cost savings during CY 2014:^{255lix}
 - Converted from florescent lights to LED lights²⁵⁶
 - Installation of occupancy sensors²⁵⁷

C. STAFF MANAGEMENT

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

Workplace Environment

- Overall, most of the correctional officer interviews (n=14) were positive. Most officers had a positive attitude regarding staff morale, the administration, their fellow officers, and their overall workplace environment.^{lix}
 - All of the officers interviewed believe the institution is well run based on the controlled movement of the inmates.
 - Many officers believe their fellow officers' are properly trained to do their job and provide a safe environment for inmates.
 - Additionally, the large majority of officers interviewed believe they get along well and work well together.
 - Nearly all the officers interviewed feel supported by their administration and their direct supervisor in regard to addressing any issues and concerns at the institution. Officers also believe the Warden and his administration are receptive to feedback from officers.
 - Negatively, most officers interviewed rated morale as "low." The low ratings were based on a perceived lack of sanctions given to inmates who commit rule violations. Additionally, some officers relayed concern that shift scheduling is based on seniority and provides few opportunities for less experienced officers to change their schedules.

²⁵⁴ The OSP conservation and sustainability plan (waste audit) found the following: Wooden pallets are returned to vendors and not scraped; will consider composting when the correctional camp opens; reporting of items should be improved in the Enterprise Information Management system.

²⁵⁵ Dollar amounts were not provided by OSP.

²⁵⁶ Changed 16 lights in the programming block and will continue change all lighting in each block. OSP has also converted the 16 outdoor flood lights from florescent lighting to more efficient LED lighting.

²⁵⁷ The sensors were placed throughout the institution in offices and restrooms. The sensors automatically turnout the lights when a person is not in the room after 15 minutes.

- The officer survey responses (n=70) were different from the officer interviews. Although several responses were considered positive, most responses to questions indicate that officers believe some areas of the institution could be improved.^{lxii}
 - Positively, most officer survey respondents believe they are properly trained to do their job well and believe they have support from their coworkers.
 - Also, most respondents believe they understand their supervisor's expectations.
 - Most survey respondents provided positive responses to questions regarding how the facility is run, the ability of officers to follow post orders, the administration being open to input from officers, job satisfaction, confidence in the administration, and officers feeling supported by their supervisor. However, the results indicated there was room for improvement in each area.
 - Officers were divided in regard to if the administration is open to their input, the ability of staff to get along, and confidence in their supervisors.
 - Negatively, most officer survey respondents believe that morale needs to be improved at the institution.
 - Officers also relayed concern regarding promotions, inconsistent communication from two or more supervisors, a perception of favoritism from some supervisors, and that employee discipline is inconsistent.
- In January 2014, the DRC conducted a cultural assessment of OSP to evaluate their workplace culture. The report included both positive and negative findings.^{lxiii}
 - Positively, the assessment found that staff were open to new direction and believed the Warden was supportive. Other positive findings of the assessment included the employee activity committee, staff retention, cooperation between custody and support staff, and safety.
 - However, the cultural assessment also found cultural concerns related to promotional decisions, staff division, operational inconsistencies regarding policy and rule enforcement for staff and inmates, inconsistent communication, and a lack of staff input into changes.

Evaluations

- In CY 2014, OSP staff completed 259 (80.2 percent) of 323 required performance evaluations on time.^{lxiv} Additionally, OSP supervisors completed 82.7 percent²⁵⁸ of all required evaluations. In CY 2013, OSP completed 90.7

²⁵⁸ OSP staff completed 267 of 323 performance evaluations.

percent of their performance evaluations which was among the best in the DRC.^{259lxv}

- According to most officer survey respondents, direct supervisors conduct performance evaluations that present a fair and accurate picture of their actual job performance.

Training²⁶⁰

- The FY 2014 OSP mandated training completion rates consisted of the following:^{lxvi}
 - CPR First-Aid 99.1 percent²⁶¹
 - Unarmed Self-Defense: 98.8 percent²⁶²
 - In-Service Training: 97.8 percent²⁶³
 - Firearms Training: 95.9 percent²⁶⁴

Turnover Ratio

- In FY 2014, OSP had a 4.4 percent total staff turnover ratio,²⁶⁵ which was a decrease from FY 2013.^{266lxvii} The 2014 turnover ratio was significantly lower than the DRC average.²⁶⁷
- In FY 2014, OSP had a correctional officer turnover ratio of 4.0 percent, which was a slight decrease from FY 2013.²⁶⁸ The 2014 officer turnover ratio was also significantly lower than the DRC average.^{269lxviii}
- As of February 2015, OSP had a turnover ratio of 2.5 percent for FY 2015 year-to-date.^{270lxix}

²⁵⁹ The average completion rate for all evaluations for CY 2013 was 84.7 percent. The percentage is based on 9,790 of 11,557.

²⁶⁰ DRC required 40 hours of in-service training for custody staff (all non-clerical/support designated staff) and 16 hours in-service training for non-custody (clerical/support staff). According to DRC policy, 39-TRN-02 ("In-Service Training"), the prisons are mandated by the CTA to ensure custody staff receives annual re-certification training on the following topics: firearms, unarmed self-defense, CPR/First Aid, and in-service training. Institutions are only mandated to take CPR every other year. These topics are derived from Administrative Regulations, Legislative/Judicial Requirements, ACA Standards, DRC policies, and/or other Department Training Advisory Council recommendations. The goal of each institution is for all required staff to complete 100 percent of their required training by the end of each fiscal year.

²⁶¹ 321 of 324 staff successfully completed their CPR/First-Aid training. Three staff did not complete the training due to either medical or military leave.

²⁶² 320 of 324 staff successfully completed their unarmed self-defense training. Four staff did not complete their training due to medical and/or military leave.

²⁶³ 317 of 324 staff successfully completed in-service training. Seven staff did not complete their training due to medical and/or military leave.

²⁶⁴ 233 of 243 staff successfully completed their firearms training. Seven staff did not complete the training due to either medical or military leave. Also, three additional staff failed the training.

²⁶⁵ Most of the turnover was a result of resignations.

²⁶⁶ In FY 2013, OSP had a 4.8 percent total staff turnover rate.

²⁶⁷ In FY 2014, the average DRC turnover rate was 7.8 percent.

²⁶⁸ In FY 2013, OSP reported a 4.1 percent correctional officer turnover ratio.

²⁶⁹ In FY 2014, the average DRC correctional officer turnover rate was 8.0 percent.

Vacancies

- On the day of the inspection, OSP reported one total vacancy²⁷¹ which is among the lowest number of reported vacancies of any institution inspected by CIIC since January 2013.

Recruiting and Retention Initiatives

- As part of their recruiting initiative, OSP staff are scheduled to attend the Spring 2015 Career Fair at Youngstown State University. According to staff, 11 new officers were recently hired and scheduled to start in February 2015.^{272 lxx}
- As part of their retention initiatives, OSP is developing an on-boarding process for new officers that will help them adapt to the prison environment.^{lxxi} The on-boarding process will be begin on the first day of employment and continue beyond their 12-month probation period.

FISCAL ACCOUNTABILITY RECOMMENDATIONS

- Develop initiatives to increase staff morale.
- Develop initiatives to reduce natural gas usage.
- Ensure all standards are met for each fiscal audit.

²⁷⁰ During staff interviews, officers relayed that some reasons for staff turnover is that job may be more than they expected.

²⁷¹ According to their February 2, 2015 vacancy report, OSP had one full-time position (Correctional Sergeant). The position was scheduled to be filled when the correctional camp opens in 2015.

²⁷² In addition to the 11 new officers starting in February 2015, two interim officers were scheduled to be moved to permanent status in March 2015.

VII. APPENDIX

A. INMATE SURVEY

A voluntary, confidential and anonymous survey of a representative sample of the prisoner population was carried out during this inspection on (date of the inspection).

The survey was administered using a systematic sampling method of inmates stratified by housing unit. A sample of 298 was selected from 438, the institutional population. The sample size was chosen in hopes of receiving enough completed surveys to have no more than a 5 percent margin of error.

At the beginning of the inspection, institutional staff provided a printout of inmates by housing unit to CIIC staff. CIIC staff selected two out of every three inmates on each housing list printout. CIIC staff attempted to speak to each selected inmate in their respective housing unit. Staff explained the purpose of the survey, providing each inmate with the survey and an empty envelope. Inmates were directed not to write their name or number on the survey or envelope. After completion, inmates were instructed that CIIC staff would conduct sweeps of each housing unit in the afternoon to collect the surveys. Additionally, inmates had the opportunity to return the surveys by mail, at the expense of the inmate.

In the sample, CIIC attempted to give out 298 surveys. 28 inmates were not present in their housing unit during the distribution of the surveys or refused to complete the survey. 70 surveys were not completed and 200 surveys were completed and returned. The number of completed surveys represent 45.7 percentage of the population.

The questions are replicated on the following pages. Demographic counts are represented in questions 44 thru question 48. The percentages listed for the closed-ended questions 1 thru question 41, are the percentage of respondents who answered accordingly. With the number of returned surveys, we are 95 percent confident that the proportion of the population who agree with the closed-ended statements, is the number given plus or minus the margin of error of 5 percent. Questions 9, 28, 34, 42 and 43 are open-ended questions and are typed out at the end of the report.

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

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

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

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

Right Way



Wrong Way



HEALTH AND WELLBEING

Q1 Regarding your unit:

	Yes	No
Do you have the opportunity to clean clothes every week?	186	9
Are you able to shower five (5) days a week?	173	15
Do you have the opportunity to exchange for clean sheets every week?	68	123
Do you have the opportunity to get cleaning chemicals every week?	170	21

Q2 How clean is your unit generally?

Very Clean	14
Clean	100
Unclean	62
Very Unclean	19

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

Usually	83
Sometimes	66
Rarely	33
Never filed	14

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

Yes	43
No	40
Not on chronic care caseload	105

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

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	Never Used
Nurses	33	49	52	28	21	12
Doctor	20	40	43	32	30	25
Dentist	39	51	45	14	15	25
Mental Health	34	41	43	12	15	40

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

Yes	98
No	23
I do not need mental health services	73

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

Yes	121
No	71

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

Yes	66
No	73
I do not need recovery services	54

Q9 How could health care services be improved?

134

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

Very Satisfied.....	2
Satisfied.....	11
Neutral.....	24
Unsatisfied.....	66
Very Unsatisfied.....	93

If unsatisfied why?

Portion sizes.....	129
Quality of the meal.....	118
Lack of variety.....	111
Other:	48

What is your primary concern about food service operations?

Delays in service.....	44
Sanitation.....	98
Inadequate substitutes.....	68
Enough time to eat.....	11
Running out of food.....	33
Other:	45

Q11 How satisfied are you with access to recreation?

Very Satisfied.....	12
Satisfied.....	45
Neutral.....	74
Unsatisfied.....	29
Very Unsatisfied.....	36

If unsatisfied why?

Not enough time.....	40
Number of activities.....	68
Schedule not followed.....	25
Access denied by other inmates.....	11
Other:	24

FAIR TREATMENT

Q12 Do you know who the Inspector is?

Yes.....	97
No.....	94

Q13 Do you normally have access to the following:

	Yes	No
Kites.....	164	22
Informal Complaints.....	142	42
Health Service Request Forms (sick call slips).....	158	26

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

	Yes	No	Never filed
Informal Complaints.....	21	110	60
Grievances.....	17	103	67
Grievance Appeals.....	16	98	73

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

Yes.....	67
No.....	117

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

No problems / reason to use.....	49
Grievance procedure does not work.....	55
Staff retaliation.....	33
Form not available.....	11
Do not want to be a snitch.....	10
Do not know how to use.....	9

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

Yes.....	90
No.....	100

If yes, did staff appropriately handle your complaint?

Yes.....	12
No.....	86

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

Yes.....	19
No.....	115
Don't know.....	55

Q19 Are your housing unit officers generally:

	Yes	No
Responsive to your needs	82	93
Professional	83	88
Fulfilling job duties	81	85

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

Yes.....	78
No	111

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

Insulting remarks (about you or your family or friends)	57
Physical abuse (being hit, kicked or assaulted)	19
Sexual abuse	7
Feeling threatened or intimidated	39
Having your commissary / property taken	46
Race or ethnic origin	25
Religion / religious beliefs	16
Sexual orientation	4
Age	5
Disability / medical condition.....	15
You were new here	10
Offense / crime	20
Gang related issues	28
Other:	14

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

Yes.....	1
No	178
Refuse to answer.....	7

Q22 Where do staff/inmate sexual acts occur?

54

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

Yes.....	114
No	52

Q24 Do you feel that your Case Manager is helpful?

Yes.....	138
No	44
Do not know who this is	4

Q25 Do you feel that your Unit Manager is helpful?

Yes.....	84
No	76
Do not know who this is	22

SAFETY

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

Very Safe	70
Safe	45
Neutral	46
Unsafe	13
Very Unsafe	10

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

Yes.....	33
No	154

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

Insulting remarks (about you or your family or friends)	32
Physical abuse (being hit, kicked or assaulted)	5
Sexual abuse	2
Feeling threatened or intimidated	22
Having your commissary / property taken	3
Debt	3
Drugs	1
Race or ethnic origin	10
Religion / religious beliefs	4
Sexual orientation	3
Age	6
Disability / medical condition.....	4
You were new here	6
Offense / crime	11
Gang related issues	14
Other:	4

Q28 Where are violent incidents most likely to occur?

99

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

Yes..... 2
No 184
Refuse to answer..... 1

Q30 Where do inmate/inmate sexual acts occur?

59

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

Yes..... 121
No 40

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

Prohibited substances are **NOT** available 86
Tobacco 11
Marijuana 14
Heroin 10
Cocaine..... 7
Suboxone (a.k.a. strips)..... 8
Prescription pills..... 13
Alcohol / hooch 20
Other: 8
Refuse to answer..... 34

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

Gang activity is **NOT** frequent at this institution.... 77
Assaults 24
Theft..... 12
Extortion..... 22
Gambling 18
Sex Trade 7
Drug Trade 18
Other: 13
Refuse to answer..... 37

Q34 How could this institution be made safer?

95

REHABILITATION AND REENTRY

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

Yes..... 79
No 108

Q36 Do you know where you can find reentry information?

Yes..... 85
No 100

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

	Yes	No	N/A
Housing	76	91	18
Job	76	87	17
State ID	99	64	16
Food	83	79	16
Continuing Health Care (medication, etc.)	63	100	16
Recovery Services (NA, AA, etc.)	65	93	21
Education	85	78	17
County agency information	61	97	18

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

	Easy	Neutral	Difficult	N/A
Prison Job	14	33	90	44
Vocational Training	4	27	92	56
Academic Programming (ABLE, Pre-GED, GED)	20	46	75	37
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	31	54	76	19
Mental health/wellness programming	45	51	55	27
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	36	54	62	28

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

Yes..... 88
No 101

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

Yes..... 63
No 129

If yes, why? (Check all that apply)

Phones are broken 33
Not enough phones..... 41
Access denied by other inmates 10
Currently do not have phone privileges 5

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

Yes..... 58
No 131

If yes, why? (Check all that apply)

Distance for visitors 43
Visiting hours / schedule 13
Visit scheduling process 15
Visitor turned away 9
Visitor not approved 9
I do not have people who want to visit 8
Currently do not have visitation privileges 2

Final Comments

Q42 What is ONE positive aspect of this prison?

163

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

160

DEMOGRAPHICS

Q44 What is your race?

White..... 66
Black 98
Hispanic 8
Biracial 12
Asian 0
Other 4

Q45 How old are you?

Under 21 3
21-25 57
26-30 39
31-35 30
36-40 23
41-45 10
46-50 16
51-55 6
56 and older 6

Q46 What is your security classification/privilege level?

	1	2	3A	3B	4A	4B	5A	5B
Level	5	1	0	0	39	95	30	22

Q47 How long have you been incarcerated on this number?

	<1	1-2	3-5	6-10	11-15	16-20	21 +
Years	10	12	64	55	24	13	14

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

Murder, manslaughter, assault, robbery, etc.
(Crime against person excluding sex offense)..... 124
Sex offense 17
Property offense (i.e. burglary, theft, etc.) 48
Drug offense 29
Fraud 4
Other 30

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

OSP Open-Ended Responses

What is ONE positive aspect of this prison?

1. Being able to have contact visits!
2. Solitary
3. –
4. Less likely to get into trouble here than in other institutions!
5. Single cell, close to hometown
6. The prison and law libraries are really well maintained and informative
7. Solitude
8. Commissary is good
9. Nothing positive about this prison
10. Vulnerable inmates are safer in the no contact 4B, 5A, and 5B levels of this prison.
11. That the school is real good here
12. –
13. Commissary. We can take pictures. It's more good to me than bad. Way better than Lucasville. That's where it needs change – SOCF.
14. I can't see any positive in prison at all
15. I'm in a cell by myself
16. Warden Jay Forshey is a Christian and he will give a man a chance and hopefully he will give me a second chance...
17. N/A
18. Privacy in your cell
19. Nothing
20. The cells are big
21. Solitude to change things about yourself
22. It is safe for inmates and C/O's
23. Library
24. Being able to think and set goals for self upon release
25. None
26. N/A
27. Personal space
28. IDK
29. Alone
30. Release dates
31. –
32. NA
33. None
34. It's quiet
35. We have cell door and not bars
36. The TV
37. That it's clean
38. Large cells
39. The extensive library

40. It's more laidback. Less inmates and you can educate yourself a lot easier here.
41. Clean
42. I am in a single cell. I do not have to be around people and most of all I am at peace with myself here less stress
43. –
44. There is none – not one!
45. The fact theft is at a low here.
46. People get to find their self. And learn about their self.
47. Their understanding that even though we're locked up, we are still human!
48. Privacy
49. I really don't know yet
50. Isolation
51. There are some staff here that genuinely like to help inmates prepare for freedom and being productive citizens in the streets. They are under resourced.
52. They give you a TV if you don't have one. That helps a lot!
53. Single man cell
54. It does its job. It keeps me in.
55. You have the time to do an evaluation of your mental inventory and confront psychological problems in solitude.
56. Some C/Os help
57. Don't know
58. –
59. –
60. –
61. Can stay to myself
62. There's no positive aspects of any prison.
63. It is a good place for people that really need it to be locked down that has abuse others staff/inmates
64. Don't know yet
65. It helps you get a piece of mind (solitude).
66. –
67. Security
68. Think about your mistakes
69. You get a lot of alone time
70. Even though they are hard to get into, a lot of programs are offered to better yourself. And the library program is awesome.
71. You don't have to be bothered with other inmates if you don't want to.
72. The only thing positive about this prison is the library.
73. Big cells and the commissary people are nice and helpful.
74. The one man cells. I do like my alone time. Time to think.
75. Single man cells
76. You can stay in your cell and be left alone for the most part. That's about it.
77. Single cell
78. It is safer here than most prisons.

79. Education
80. –
81. The COs don't be assaulting inmates.
82. –
83. It's safe and fairly newer than others in Ohio.
84. Single cells
85. Solitude
86. These staff do help us if we need help
87. NA
88. –
89. It's laidback and you can do your time.
90. None
91. None it is prison
92. No cellie!
93. It gives jobs to people who need a job to support their families/kids in the real world.
94. Mr. Resatar tries to keep us busy with puzzles and art supplies. Other than that you tend to be kept in a depressed state!
95. You get a cell to yourself
96. Food's decent
97. Ha!
98. Visits/fundraisers
99. –
100. None
101. Close to home
102. –
103. Recreation
104. Only one to a cell
105. Staff treat you more humanely
106. Solitude
107. N/A
108. Library
109. It's safe
110. Easier to stay out of the way to get a level decrease.
111. –
112. –
113. 1 man cells
114. The large size of the cells
115. –
116. Single cells
117. I'm close to home being from Akron!
118. STAFF and Library
119. Overall it's good
120. No roaches
121. Clean cells
122. –

123. –
124. None
125. –
126. You have your own cell. Don't have to interact with other inmates
127. You safe
128. Can't think of any
129. It's safe
130. Solitude!
131. It's not one
132. –
133. I get all of my property!
134. Safety
135. –
136. None
137. Programs
138. Don't really know
139. Single cells
140. Library legal service
141. It's nowhere near as bad as other prisons like SOCF
142. You get what you got coming as far as privileges
143. –
144. Don't know
145. The visiting room!!
146. One man cells
147. Cells
148. –
149. Clean
150. Nothing
151. It is clean and close to home. One man cells
152. That the COs are most of the time respectful.
153. -
154. none
155. –
156. One man cell
157. Programs
158. N/A
159. –
160. One is able to focus on self improvements due to the time and space provided by the cell time spent.
161. –
162. –
163. Staff/C/Os don't seem to deliberately go out they way to harass you
164. You can get your mind right cause you have more time alone with yourself
165. Single man cells
166. It's close to home

167. They give every inmate a TV to keep occupied on 23/1 and 24/none. That's a blessing.
168. –
169. No cell mates
170. I'm alive
171. None it's prison
172. N/A
173. None
174. It's alright for the most part
175. N/A
176. It's fair
177. The African-American female
178. –
179. That you can be in a cell by yourself
180. Nothing
181. –
182. Your own cell and the library! Is great!
183. Other than the high priced items, commissary is consistent. Why should they not they are making money off of us.
184. The Library
185. –
186. Having your own cell
187. Solitude equals time to study and reflect
188. –
189. –
190. Privacy
191. School
192. None
193. –
194. –
195. My own TV
196. –
197. If you do have some type of issue that can be handled by the Case Manager, Mrs. Franklin will help.
198. Big cells and one man!
199. Single cell, you can learn more about yourself or finally learn who you are. And your purpose.
200. Single cells. Heat and air.

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

1. I would like to see the food trays cleaned and proper meals
2. Better movie
3. –
4. Fair –n – equal punishment for people being punished for the same rule infraction!
5. Programs are needed
6. Remove [redacted] so that grievances will be investigated and positive changes made to overall living conditions
7. Good time earned in programs, everywhere else has it why not here?
8. That only 1 inmate is allowed out cell for rec in 4B
9. Officers in inmates respect each other without harassing each other
10. Commissary does not order the lowest priced items available AND they mark-up prices beyond the 22% DRC policy increase
11. The COs talk to us before they write tickets
12. –
13. All these food trays be thrown away and clean new ones come in.
14. Overnight visits with family
15. The quality/quantity of food
16. The investigation into Nurse Practitioner [redacted] willful attempts to deny me quality healthcare, where I had to be hospitalized at St. Elizabeth's and FMC.
17. Every day rec.
18. More access to the phone and food drives
19. More phone time
20. The quality of food
21. When inmates are using the phone, find a way to allow them to still use the phone while doing rounds.
22. –
23. During phone time officers take too long to do their rounds, taking precious time away from talking to your family
24. C/O to stop writing petty tickets especially female C/Os writing inmates up for masturbating
25. More freedom in 4B and 4A
26. –
27. Blocks for inmates that tend to behave in a more appropriate manner.
28. IDK
29. ?
30. CO's showing respect
31. –
32. NA
33. –
34. The food better portion
35. More movies and channels on TV and better porn stuff to relieve us sexual so we don't get rule 14
36. Healthcare

37. Food service
38. Better cleaning materials – mops, brooms, chemicals, and bleach in laundry. Also, peroxide and alcohol etc to combat infections
39. Offering of more programs and educational opportunities
40. Being able to work a job, get my GED, and eat better food and stay here longer if want to.
41. More food on trays
42. To see the prison be more racially balanced and to see a more severe penalty given to those who masturbate towards the female staff.
43. –
44. That this prison be shut down because they don't offer you anything in the form of rehabilitation, no job, no vocational skills, no programs, at this time they have stopped all religious service and they let us out in a small concrete area, with 2 tables and a TV and they call that recreation.
45. –
46. Probably program more to help people
47. None!
48. Better food
49. I don't know yet either
50. –
51. Stop socially experimenting with our lives. It is not older inmates' job to talk to and try to combat the senseless aggression and negativity of younger inmates. As soon as it fails, we are held to the same punishment as those who us was forced to defend ourselves against just because staff chose to use us!
52. For it to be easier to get into programs.
53. Better entertainment, movies/activities. Better programs/trades
54. Some thing about the channels on TV. If we going to be stuck in our cells, you can give us more to see.
55. For the staff who are representors of DRC to care to make a difference by example of professionalism. Not conducting themselves with the same mental instability of an inmate.
56. Safe
57. The phones be moved inside rec cage so we don't have to waste our phone calls when COs do their round.
58. I'd just like for staff to respect us and give us the items needed – shave, phone, etc.
59. –
60. More incentives
61. People do the job they are paid to do.
62. The ability for the COs to do what they want when they want regarding inmates
63. More programs (art program); more activities at rec, more Hispanic people to help with those whom don't understand English. Espanol TV
64. –
65. Safety of inmates, don't let them pass notes through other pods. And make sure shower doors are built stronger.

66. Inspector, stop lying and covering up staff mistakes and a new UMA. Check complaints against them.
67. More days in school
68. Food service
69. Staff being professional and [doesn't complete]
70. For the movies to be changed twice a week instead of once, or at least put more in at a time. We are confined to our cells all day so we will watch all the movies pretty quick. Think of the movies as an anger pacifier, the more the better.
71. Access to J-Pay machine and more channels on TV
72. The nurses doing a wellness check because when they are passing pills out they can't pass sick call slips out. They are too busy rushing out the housing units.
73. Food, healthcare, and C/O's attitudes.
74. More fundraisers. For example, food, pics, etc. ESPN channel on the TV
75. Call buttons in showers, so we don't have to yell or kick to get out of the showers (VERY VERY IMPORTANT).
76. More activities far as rec or church programs to go to or better things at rec to do besides being locked up 23 hours a day
77. More recreation
78. To see the safety of security of these doors. Cause officers open doors by mistake almost every week.
79. N/A
80. –
81. More phone time for 5B inmates. Because we allowed 1 phone call a month.
82. Nurse [redacted] fired
83. Phone privileges for Level 5 inmates...we need more access to the phone on a weekly basis instead of just one or two "a month."
84. Enough food served
85. Need microwaves. More commissary choices for 5B inmates
86. Food boxes/clothes boxes for Level 5, boom box, cable TV.
87. Food
88. –
89. Fix the TV system. We are locked down 24/7 so TV is a mental way of coping
90. More chances to use phone
91. Mail being delivered on time, not held back by mailroom.
92. Allow us to have musical instruments (guitars, keyboards, etc). Everywhere else allows them. When I got here I had to throw my guitar away cause they got rid of longterm storage. They should have storage for any and all of our possessions they don't want us to have in the cells here!
93. Better healthcare, programs, better physical rec. items, and food service.
94. The change in staff attitude and professionalism!
95. Video visits, no set time for getting level dropped made known to me. Laundry is not adequate.
96. Not so hot in cells in winter time
97. Access to cable/satellite for more quality TV or a documentary channel.

98. Level 5 visits at least once every 3-6 months. Staying ticket free (contact visits).
99. –
100. The food situation.
101. Treatment and people who live in Mahoning County can stay here for 4A.
102. –
103. Staff treat us with respect
104. Better food
105. TV channels – more and better
106. More channels
107. Me being free
108. –
109. Visiting hours
110. Outside recreation availability. Kiosk availability.
111. –
112. –
113. Better recreation activities
114. A real yard with grass
115. –
116. Attitude of staff
117. 4B should be 6 months instead of 9 months
118. N/A
119. The food not more just better
120. Professionalism
121. More time out of cell
122. More respect from staff
123. –
124. The lack of seriousness to inmate needs and failing to follow their own rules
125. –
126. More than one phone call a month for 5B inmates
127. N/A
128. Better food
129. Contact visits with family and for the phone to be in the recreation cage
130. More religious activities for minority denominations
131. Nothing
132. –
133. Contact visits
134. –
135. –
136. Opened up, or closed down!
137. –
138. Are TV/movie programs we would like the to see movies that are not for children
139. More programs
140. Food service horrible deplorable
141. For 5A we should be allowed to have two people at rec on the range at a time

142. Improve the TV system. We have shitty reception for local channels/the TV upgrade of 2013 was a joke.
143. I'd like to see change in our lunches and I'd like to see change in medical
144. Being able to program numbers into your numbers into the phone to make important calls
145. Little more outlet far as programming for 5B and 5A!
146. –
147. Staff interaction with different programs
148. –
149. Proactive stance
150. Free Aramark
151. More portion sizes in food and hot food. More of a variety
152. I would like food service to change
153. C/Os get their act together when it come to inmate
154. Recreation privileges
155. –
156. Don't know
157. Less violence
158. N/A
159. –
160. That the institutional supervision over conduct infractions is increased with unbiased perception
161. RIB finding everyone guilty. Food.
162. –
163. State pay increased!
164. Need better COs on first shift that are not racist. We have two here COs [redacted]
165. Quality of food
166. The use of JPays in 4B and the C/O's stop being disrespectful
167. More portion of food during chow!!!
168. –
169. –
170. More female C/Os
171. TV channels suck. Crappy picture. Need to add 45.2
172. N/A
173. More time on the ranges or out of the cells. We are locked down 22 ½ hours a day.
174. Stop taking inmates' food
175. Everything about inmates rights
176. The visiting
177. The [doesn't complete]
178. –
179. The staff showing more respect and being more humane.
180. Larger food portions
181. –
182. That they run RIB properly. And that they fix the phones on the walls.

183. A change in the administration and a new direction for the operation that would be fair to both offenders as well as officers.
184. Let us choose movies we want to watch by kite. Better TV stations. Better food that actually fills our body up.
185. –
186. Cable TV
187. Not sure
188. –
189. –
190. 4B - 4T – 4A transition quicker.
191. More things to do at rec
192. Better food service
193. –
194. –
195. Put work out bars, pullups and dip, on range /ex B/ ex C
196. –
197. The time they make inmates do in 4B
198. Administration be more to hear inmates and not always CO or staff is right!
199. Have the staff get a class on how really an inmate's situation is. Inmates' failure doesn't define them, it re-defines them. Changes comes in every person's life. You either react to it or you can participate in it. We're all human. Sins are all equal. Some just have greater consequences.
200. More fair disciplinary decisions.

B. OFFICER SURVEY

A survey was handed to every first shift officer seen by CIIC staff, as well as every officer who reported to second shift roll call.

CIIC received back 70 completed surveys, or 34.0 percent of the total officer population. The following pages provide the raw data and the open-ended responses.

DRC Staff Survey

Institution: _____

Regular Shift: _____

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

		Strongly Disagree	Disagree	Somewhat Disagree	Somewhat Agree	Agree	Strongly Agree
Q1	Overall, this facility runs well.	6	13	16	19	15	1
Q2	This facility runs better now than it did one year ago.	5	9	8	23	21	4
Q3	Post orders are consistently followed.	11	12	9	26	9	3
Q4	I am adequately informed when I come on shift.	13	3	12	25	13	4
Q5	I have the training I need to do my job well.	0	6	6	20	28	10
Q6	I am required to work an excessive amount of overtime.	22	26	5	9	6	2
Q7	Staff morale in this facility is good.	25	16	11	15	2	1
Q8	I have a good opinion of this facility most of the time.	8	10	7	31	12	2
Q9	Considering everything, I am satisfied with my job.	7	6	10	27	16	4
Q10	I feel like officers are appreciated at this facility.	24	13	12	14	6	1
Q11	I frequently think about quitting my job at this facility.	19	10	9	17	8	7
Q12	Most staff get along well at this facility.	10	7	18	23	10	2
Q13	I trust my coworker to have my back.	4	3	12	27	14	10
Q14	The people I work with are competent.	3	7	16	25	16	3
Q15	I have confidence in my supervisor(s).	13	8	11	25	10	2
Q16	My supervisor is available when needed.	6	6	14	17	21	6
Q17	I know what my supervisor expects of me.	5	3	11	20	24	7
Q18	I receive inconsistent requests from two or more supervisors.	3	7	9	16	15	20
Q19	My last annual performance rating presented a fair and accurate picture of my actual job performance.	7	7	6	21	19	9
Q20	My supervisor gives me good feedback on my job performance.	15	4	10	21	16	3
Q21	Supervisors show favoritism.	7	1	4	10	15	33
Q22	The right people receive promotions at this facility.	23	17	9	11	3	4
Q23	Employee discipline is consistent here.	20	10	14	10	10	5
Q24	This facility's administration is open to my input.	15	10	12	16	15	2
Q25	I have confidence in this facility's administration.	11	6	12	26	11	4

Q26 What is one positive aspect of this facility?

51

Q27 What is one change that you would make?

53

OSP Staff Survey Open-Ended Responses

What is one positive aspect of this facility?

1. Paycheck
2. Newer facility and it's cleaner than most others.
3. We as officers always have each other's back no matter what.
4. Warden Forshey has an open mind.
5. -
6. -
7. It's a job.
8. Best DWO & Warden we ever had but surrounded by poor or weak middle management.
9. Pays the bills
10. It's a job
11. Very good people work here.
12. -
13. Money
14. Nothing
15. I feel like there has been change and I know it will take time
16. -
17. My paycheck
18. I love my job
19. -
20. -
21. -
22. I get paid biweekly
23. -
24. That pay roll will screw up someone's paycheck & supervisors will allow inmates to break rules & regs
25. None
26. -
27. -
28. I am employed
29. Employee recognition, oh wait we don't do that.
30. I have a job
31. Current Warden or Deputy Warden are attempting to have our backs & facilitate change
32. -
33. -
34. Warden and Deputy Warden have an excellent reputation and ideas that could bring about positive change. But to many supervisors stuck in the prior administrations way of doing things.
35. 2nd shift is pretty tight, get along well.
36. -
37. The employees are a team

38. -
39. -
40. State job. Great benefits
41. The Warden and his desire to listen and make changes for the better.
42. -
43. Attendance
44. 44.Can't think of one
45. Good leadership
46. The Warden's a little better than the last one.
47. Nothing
48. -
49. Good staff
50. More consistency of supervisors to work with staff
51. It is a safe and secure facility
52. I have a job
53. Nothing
54. Affords the opportunity to experience working with high level state inmates.
55. When staff does work together and management is all on the same page it's a good day.
56. This facility is not open and inmates are in their cells.
57. -
58. -
59. -
60. We have a very positive genuine Warden.
61. That no staff member has been killed by a Level 5 inmate
62. Job security
63. -
64. We have a great Warden.
65. Most of staff
66. Very personable Warden. Open door policy.
67. -
68. It's run better now than it was
69. Security for staff and inmates. Controlled environment.
70. New administration

What is one change that you would make?

1. Get rid of a lot of supervisors.
2. 10% pay increase would be nice. ☺
3. Consistency. Don't pick and choose who you as supervisors will or will not discipline.
4. Training, mentoring, FMLA usage, abuse, hiring process.
5. -
6. -
7. Remove all Lieutenants, all but 2 Captains, Major, Warden and all Administrative personnel.
8. Take TV away from shift office so they can stop watching movies and sports and focus on doing their jobs.
9. Raises.
10. Raises.
11. Management.
12. -
13. Morality at the institution.
14. Keep the Warden fire everyone else in management.
15. Promotion process
16. -
17. Stop running prison like a hotel
18. More communication
19. -
20. -
21. -
22. Quit. Most supervisors have it out for me anyway! I'm not the nicest person
23. -
24. Disciplines would be conducted and staff would be trained for their positions.
25. More money
26. -
27. Favoritism on promotions.
28. Following policies & procedures consistently
29. Better communication between staff and management. I am not stupid, I have ideas, but because I am not like I am disregarded.
30. Better training
31. Enforce sexual harassment policy. Discipline those that do not comply. Instead of white shirts participating & laughing at crude comments or jokes
32. -
33. That some of the people that do overtime are pulling their weight
34. Form a committee of CO's that could meet with the Warden/Deputy from different shifts, not union reps. Have volunteers submit a letter or paragraph on why they should be accepted. I would suggest that these individuals not be butt kissers search for promotion.
35. Pay raises
36. -

37. Nothing
38. -
39. -
40. Shift security management. Morale
41. No more range recreation until an inmate reaches security level 4A/4T
42. -
43. Morale incentives
44. Supervisors to be consistent and stop favoritism
45. Do not give the inmates as much as they do
46. Rely on actual accomplishments for promotions, not either favoritism or vindictiveness.
47. More severe punishment to inmates who disobey all rules and policies
48. Inconsistencies & communication
49. Food service not consistent
50. More interaction with staff from administration
51. More authority to officers
52. Less talk and more action when inmates take cuffsports
53. Manage kissing inmates. Raise
54. Disciplinary procedures
55. Communication.
56. No range rec for anyone except 4T & 4A inmates.
57. -
58. -
59. Fire all upper management and start fresh with newer people. < LT. Up>
60. Try to change the morale of this institution.
61. Treat your staff better than inmates! Always remember that bad officers make bad supervisors.
62. Consistency
63. -
64. More training not just one a year.
65. Communication
66. Consistency and morale.
67. -
68. Promotions done by experience not just by education
69. Stop giving so much to inmates.
70. Better communication between staff and supervisors.

C. INSTITUTIONAL CHECKLISTS

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A 1-4

Inmate Count: 112

		COMMENTS
1. What is the security classification and privilege level of the unit population?		4A, 4B, 4T
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"/>	Some debris on floor and games left out on tables
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?	Come to each unit daily + fix issues same day	
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"/>	Some had soap scum + rust, most were very clean stainless steel
8. How often are shower facilities cleaned? - Inmate porter asked <input 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 all operational? - Phones # 8 - Laundry Facilities # 0 - Drinking Fountains # 1 - Ice machines # 1 - Microwave(s) # 0	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 type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" 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 several partially - Towel on floor - Inappropriate pictures few - Clotheslines	Cell door window obstructed several partially Material in lock Material in cuff port Graffiti	

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 checked="" type="checkbox"/> N <input type="checkbox"/>				YES NO								
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								
16. How many officers are on duty per shift?				1 st - 8 2 nd - 7 3 rd - 3								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES NO								
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				4		Date 1/15 # 11 Date 1/23 # 9 Date 1/27 # 9						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - 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"/> N/A Y <input type="checkbox"/> N <input type="checkbox"/> N/A								
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	1/7	10 ¹⁵	11 ⁰⁰	1/15	10 ⁵⁰	11 ¹⁵	1/21	10 ⁵⁰	11 ¹⁰			
DWO	1/7	10 ¹⁵	11 ⁰⁰	1/9	10 ²²	10 ⁴⁴	1/15	10 ⁵⁰	11 ¹⁵	1/20	10 ⁰⁹	10 ³⁸ +
DWSS	1/2	10 ³⁵	11 ⁴⁰	1/8	3 ⁰⁵	3 ²⁰	1/15	2 ⁰⁷	2 ⁴⁷	1/23	5 ⁵⁵	6 ¹⁵ +
IIS	1/9	6 ¹⁰	6 ²⁰	1/14	3 ⁵⁰	4 ⁰⁰	1/26	6 ⁴⁰	7 ³⁰			
UMC	1/2	8 ⁴⁰	9 ⁰⁰	1/15	4 ⁵⁰	5 ²⁵	1/21	8 ⁰³	8 ³⁰	1/22	2 ¹⁶	3 ⁴⁰ +
ADDITIONAL COMMENTS (including inmate communication): - Several cells were too dark to see in - inmate would like us to add questions about religious services on our survey - inmate XXX said he doesn't have proper access to kiosk - every other day rather than every day												

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: A 5-8

Inmate Count: 112

		COMMENTS										
1. What is the security classification and privilege level of the unit population?		4A, 4B, 4T										
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 debris on floor + games left out on tables										
4. How many of the following are inoperative?	Toilets - <input checked="" type="checkbox"/> Sinks - <input checked="" type="checkbox"/> Showers - <input checked="" type="checkbox"/>											
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?	maintenance comes into unit daily + fixes issues same day											
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 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 all operational?	<table border="0"> <tr> <td>- Phones # 8</td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Laundry Facilities # 8</td> <td>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/></td> </tr> <tr> <td>- Drinking Fountains # 1</td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Ice machines # 1</td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Microwave(s) # 0</td> <td>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/></td> </tr> </table>		- Phones # 8	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Laundry Facilities # 8	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	- Drinking Fountains # 1	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Ice machines # 1	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Microwave(s) # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
- Phones # 8	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Laundry Facilities # 8	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>											
- Drinking Fountains # 1	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Ice machines # 1	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Microwave(s) # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" 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:	<table border="0"> <tr> <td>- Cell window obstructed <u>several partially</u></td> <td>Cell door window obstructed <u>several partially</u></td> </tr> <tr> <td>- Towel on floor</td> <td>Material in lock</td> </tr> <tr> <td>- Inappropriate pictures <u>few</u></td> <td>Material in cuff port</td> </tr> <tr> <td>- Clotheslines</td> <td>Graffiti</td> </tr> </table>		- Cell window obstructed <u>several partially</u>	Cell door window obstructed <u>several partially</u>	- Towel on floor	Material in lock	- Inappropriate pictures <u>few</u>	Material in cuff port	- Clotheslines	Graffiti		
- Cell window obstructed <u>several partially</u>	Cell door window obstructed <u>several partially</u>											
- Towel on floor	Material in lock											
- Inappropriate pictures <u>few</u>	Material in cuff port											
- Clotheslines	Graffiti											

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											
14. Is the first aid box secured? -First Aid box checked <input type="checkbox"/>	YES	NO											
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input type="checkbox"/>	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 type="checkbox"/>	YES	NO											
18. How many shakedown are performed on each shift? -Log observed <input type="checkbox"/>			Date _____ # _____ Date _____ # _____ Date _____ # _____										
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y <input type="checkbox"/>	N <input 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 type="checkbox"/>	Kites <input type="checkbox"/>	ICRs <input type="checkbox"/>	HSRs <input 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): <div style="text-align: center; margin-top: 10px;"> <i>See A 1-4 for the above</i> </div>													

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B Block (B1+B4) Inmate Count: 111 (all of B-Block)

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>4B</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"/>	<u>Water on floor in B-3 from leaking roof</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?	YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>N/A</u>
6. How quickly are maintenance work orders completed?	<u>1-3 days</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>Some soap scum but no major concerns</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"/>	<u>1 per day</u>
9. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	<u>→ B-3 really warm</u>
10. Are the following <u>all</u> operational? - Phones # <u>1</u> - Laundry Facilities # <u>1</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave(s) # <u>1</u>	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"/>	<u>→ 1 each POD</u> <u>→ Support Building</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: <u>B1-B4</u> - Cell window obstructed <u>none</u> - Towel on floor <u>none</u> - Inappropriate pictures <u>very few</u> - Clotheslines <u>none</u>	Cell door window obstructed <u>few</u> Material in lock <u>none</u> Material in cuff port <u>none</u> Graffiti <u>none</u>	

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="radio"/> NO <input checked="" type="radio"/>	Currently in use to clean the pools										
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"/>	January 2015										
16. How many officers are on duty per shift?	1 st - 5 Floor + 2 Control 2 nd - 5 Floor + 2 Control 3 rd - 2 Floor + 2 Control											
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"/>	20-24 min intervals										
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	4 per shift	Date 1-19 # 5 Date 1-20 # 4 Date 1-21 # 5 1st + 2nd										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - 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 checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" 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"/>	Passed every day to eliminate at 4pm										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/16	9:05 am	9:45 am	1/23	9:25 am	10:05 am	1/27	8:40 am	9:20 am			
DWO	1/16	9:05 am	9:45 am	1/29	12:40 pm	-						
DWSS	1/9	3:10 pm	3:57 pm	1/22	10:02 am	10:45 am	1/23	5:33 am	5:50 am	1/29	9:22 am	9:50 am
IIS	1/9	6am	6:10 am	1/16	8:45 pm	9:00 pm	1/26	7:30 pm	7:45 pm			
UMC	1/9	10:30 am	10:46 am	1/15	3:02 pm	3:50 pm	1/15	5:40 pm	5:47 pm	1/23	10:10 am	11:05 am
ADDITIONAL COMMENTS (including inmate communication):												
<p>Cell cleaning 2x per week</p> <p>B-3 has a leaky roof</p> <p>Log Date: 1/7-2/1</p>												

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: B-Block (B-5-B8)Inmate Count: 11

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>Level 4B</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"/>	<u>B-5 cluttery</u> <u>some debris on floor</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?	YES <input type="checkbox"/> NO <input type="checkbox"/>	<u>N/A</u>
6. How quickly are maintenance work orders completed?	<u>1-3 days</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>Some soap seen</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"/>	<u>1 per day</u>
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 # <u>1</u> - Laundry Facilities # <u>1</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave(s) # <u>1</u>	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"/>	
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: <u>B5-B8</u>		
- Cell window obstructed <u>few</u>	- Cell door window obstructed <u>few</u>	
- Towel on floor <u>few</u>	- Material in lock <u>none</u>	
- Inappropriate pictures <u>few</u>	- Material in cuff port <u>none</u>	
- Clotheslines <u>none</u>	- Graffiti <u>none</u>	

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 checked="" type="radio"/> NO <input type="radio"/>		Currently in use							
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"/>		January 2015							
16. How many officers are on duty per shift?				1 st - 5-6+2 2 nd - 5+2 3 rd - 2+2									
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"/>									
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>				4 per shift		Date 1-22 # 3 Date 1-23 # 8 Date 1-24 # 6		1 st , 2 nd , 3 rd shift					
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos				Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>									
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): Cell cleaning 2x per week													

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C1-4

Inmate Count: 61

		COMMENTS
1. What is the security classification and privilege level of the unit population?	5A & 5B	
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 - 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?	1-2 days	
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 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 # 4 - Laundry Facilities # Central - Drinking Fountains # 0 - Ice machines # 0 - Microwave(s) # 0	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 type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	- central laundry
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 Many - Towel on floor None - Inappropriate pictures None - Clotheslines Few	Cell door window obstructed Many Material in lock None Material in cuff port None Graffiti Few	

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 checked="" type="checkbox"/> N <input type="checkbox"/>				YES NO								
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								
16. How many officers are on duty per shift?				1 st - 9 2 nd - 9 3 rd - 4								
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES NO		- not always staggered on 3 rd shift						
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>				2 per shift per side (1-4)		Date 1/7 # 4 Date 1/15 # 4 Date 1/23 # 4						
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - 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 checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		- on TV - on line / TV - on TV						
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	1/6	10:00	10:40	1/15	9:45	10:35	1/21	9:40	9:58	1/28	10:30	11:15
DWO	1/6	10:00	10:40	1/15	9:45	10:35	1/22	10:24	10:49	1/28	10:30	11:15
DWSS	1/2	4:20	4:30	1/9	9:37	10:14	1/16	9:55	10:17	1/23	4:50	5:05
IIS	1/7	12:42	1:00	1/9	6:25	6:35	1/14	4:00	4:35	1/26	5:55	6:39
UMC	1/30	9:00	?	1/7	8:50	9:10	1/13	12:46	1:00	1/23	2:06	2:30
ADDITIONAL COMMENTS (including inmate communication):												

more

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: C 5-8

Inmate Count: 60

		COMMENTS										
1. What is the security classification and privilege level of the unit population?	5A+5B											
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other 6+7 long term <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?	1-2 days											
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 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 all operational?	<table border="0"> <tr> <td>- Phones # 4</td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> <td rowspan="5">- central laundry</td> </tr> <tr> <td>- Laundry Facilities # Central</td> <td>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/></td> </tr> <tr> <td>- Drinking Fountains # 0</td> <td>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/></td> </tr> <tr> <td>- Ice machines # 0</td> <td>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/></td> </tr> <tr> <td>- Microwave(s) # 0</td> <td>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/></td> </tr> </table>	- Phones # 4	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- central laundry	- Laundry Facilities # Central	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	- Drinking Fountains # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	- Ice machines # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	- Microwave(s) # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
- Phones # 4	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- central laundry										
- Laundry Facilities # Central	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>											
- Drinking Fountains # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>											
- Ice machines # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>											
- Microwave(s) # 0	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" 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 Many	Cell door window obstructed Many											
- Towel on floor None	Material in lock None											
- Inappropriate pictures None	Material in cuff port None											
- Clotheslines few	Graffiti few											

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 checked="" type="checkbox"/> N <input type="checkbox"/>				(YES) NO									
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									
16. How many officers are on duty per shift?				1 st - 9 2 nd - 9 3 rd - 4									
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				(YES) NO		- not always staggered on 3 rd shift							
18. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				2 per shift per side 2 per shift		Date 1/7 # 4 Date 1/15 # 4 Date 1/23 # 4							
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - 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 checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		- on TV - online / TV - on TV							
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): 													

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: D1-D4

Inmate Count: 96 (for total D unit)

		COMMENTS
1. What is the security classification and privilege level of the unit population?	D1: cadre D2-4: level	4B, GP
2. Is there a specific unit mission/focus?	Merit <input checked="" 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"/> D2-D4 Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	D-1, exceptional
4. How many of the following are inoperative?	Toilets - <input checked="" type="checkbox"/> Sinks - <input checked="" type="checkbox"/> Showers - 1	
5. If any of the above are inoperative, have maintenance work orders been submitted?	(YES) NO	need special part
6. How quickly are maintenance work orders completed?	w/i 24 hours	maintenance staff comes to unit once per day
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> D3-D4 Acceptable <input checked="" type="checkbox"/> D2 Needs Improve <input type="checkbox"/>	D-1, exceptional some standing water D-2 drain backs up per inmate complaint
8. How often are shower facilities cleaned? - Inmate porter asked <input 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 all operational? - Phones # 4 - Laundry Facilities # <u> </u> - Drinking Fountains # <u> </u> - Ice machines # <u> </u> - Microwave(s) # 1	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 type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" 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"/>	some units have wall phone, some use cordless phone in cell
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>all</u> - Towel on floor <u>none</u> - Inappropriate pictures <u>most</u> - Clotheslines <u>most</u>	Cell door window obstructed <u>some, partially</u> Material in lock <u>none</u> Material in cuff port <u>none</u> Graffiti <u>some</u>	

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 checked="" type="checkbox"/> N <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO	2 bottles empty, one bottle missing (officer said control room keeps it)										
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> 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 - 8 2 nd - 8 3 rd - 3											
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 shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	4 per shift	Date 1/14 # 9 Date 1/16 # 13 Date 1/17 # 9										
ACCESS TO CIIC, PROGRAMS, STAFF												
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - 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 checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	- advertised on TV - advertised on TV - old photos shown on TV,										
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"/>	need to update inmates must ask officer for form										
EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	10:55	11:40	1/16	9:58	10:25	1/23	8:35	9:07	1/28	9:47	10:20
DWO	1/6	10:55	11:40	1/13	12:07	12:42	1/23	8:35	9:07	1/28	9:47	10:20
DWSS	1/2	12:50	1:23	1/8	12:50	1:56	1/13	12:07	12:40	1/21	10:15	10:50 more
IIS	1/9	5:50	6:00	1/26	11:55	12:18						
UMC	1/2	10:50	11:22	1/9	10:05	10:28	1/13	12:07	12:40	1/15	5:45	6:25 more
ADDITIONAL COMMENTS (including inmate communication): inmates relayed concerns regarding wall phones being broken and replaced by cordless phone, which drops calls in the cells												

1/1/15
2/1/15

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: D5-D7

Inmate Count: 96 (for total D unit)

		COMMENTS
1. What is the security classification and privilege level of the unit population?	D5-6: level 4 B, GP D7: level 5, overflow from C unit.	
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 type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	large amount of trash
4. How many of the following are inoperative?	Toilets - <input checked="" type="checkbox"/> Sinks - <input checked="" type="checkbox"/> Showers - <input checked="" type="checkbox"/>	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input type="checkbox"/>	n/a
6. How quickly are maintenance work orders completed?	w/i 24 hours, maintenance staff comes to unit once per day	
7. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> D1 Good <input checked="" type="checkbox"/> D3-D4 Acceptable <input checked="" type="checkbox"/> D2 Needs Improve <input type="checkbox"/>	D2 drain backs up according to inmate complaint some standing water
8. How often are shower facilities cleaned? - Inmate porter asked <input 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"/>	D5 was hot
10. Are the following <u>all</u> operational? - Phones # <u>4</u> - Laundry Facilities # <u>—</u> - Drinking Fountains # <u>—</u> - Ice machines # <u>—</u> - Microwave(s) # <u>—</u>	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 type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Some units have wall phones, some use cordless phone in cell
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>all</u> - Towel on floor <u>none</u> - Inappropriate pictures <u>most</u> - Clotheslines <u>most</u>	Cell door window obstructed <u>some</u> Material in lock <u>none</u> Material in cuff port <u>none</u> Graffiti <u>some</u>	

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 checked="" type="checkbox"/>	YES <input type="radio"/> NO <input checked="" type="radio"/>	see D1-4 checklist											
14. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input type="radio"/> NO <input checked="" type="radio"/>												
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO												
16. How many officers are on duty per shift?	1 st - 8 2 nd - 8 3 rd - 3												
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO												
18. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	4 per shift	Date _____ # _____ Date _____ # _____ Date _____ # _____ } see D1-4 checklist											
ACCESS TO CIIC, PROGRAMS, STAFF													
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - 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 checked="" type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	- shown on TV - shown on TV - old photos shown on TV, need update											
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"/>	inmates must ask officer for form											
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): <div style="height: 100px; border: 1px solid black;"></div>													

see D1-4 checklist

Inspector: Ogonek

Facility: OSP
Date: 2/5
AREA INSPECTED: INMATE HEALTH SERVICES

FACILITIES				
	#	Clean?	Organized?	Comments:
Offices	6	Yes No	Yes No	separate except for med room
Exam Rooms	3	Yes No	Yes No	including dental
Infirmery Beds	1	Yes No	Yes No	my wash glass
Crisis Cells	3	Yes No	Yes No	M1, M3 + mirrors
Records Area	1	Yes No	Yes No	
Waiting Area	4	Yes No	Yes No	
Clean? Soap Available?				
Inmate bathrooms	4	Yes No	Yes No	in infirm/crisis cells
Staff bathrooms	2	Yes No	Yes No	
Is the pharmacy Secured?	Yes No	Comments:		
Organized?	Yes No			
Is the overall space available, sufficient to perform duties?	Yes No	Comments:		
Are staff in comprising positions in relation to safety?	Yes No	Comments:		
SANITATION				
Documentation of cleaning schedule observed <input checked="" type="checkbox"/>				
Overall appearance of infirmery.	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>		Comments:	
Are appropriate measures taken to ensure sanitation?	Comments:			
Are clearly marked sharps/ biohazard containers present in all exam rooms?	Yes No Observed <input type="checkbox"/>			
Are officers making frequent checks of inmates housed in cells?	Yes No Observe 4118 <input type="checkbox"/>			

no one in cell currently

Inspector: ganeek

Facility: OSP
Date: 2/5

EQUIPMENT				
Is all medical and dental equipment operational? <input checked="" type="radio"/> Yes <input type="radio"/> No	What is in need of repair: N/A		How long does it take to get repaired: <u>few days</u> <u>Monday - switch on machine</u> <u>came back Monday</u>	
The EMT bag is accessible and sealed? Observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No		Comments: <u>2</u>	
Any specialized or additional equipment needed? Yes <input type="radio"/> No <input checked="" type="radio"/>	Comments: <u>When camp opens equip necessary will be gotten</u>			
STAFFING and ADMINISTRATION				
MD/ALP <u>1</u>	NP <u>1</u>	RN <u>10 FTE</u>	LPN <u>4 FTE</u>	DDS <u>1 FTE</u>
DDS Asst <u>1 FTE</u>	Hygienist <u>1 FTE</u>	Radiology <u>-</u>	Phlebotomy <u>1/2</u>	HIT <u>2 FTE</u>
Diet Tech <u>1 FTE</u>	QIC <u>1 FTE</u> ^{show w/mt}	Other:		
Do you have consistent physician/ALPs? (ALPs > 1 year) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments: <u>Cline shares w/ Thmtr</u> <u>NP → came from Chillicothe</u>		
List any vacancies: (include length of time vacant) <u>- HCA - at on disability since Nov.</u>				
List any contract staff: <u>- phel.</u> <u>- HIT</u> <u>- dental an (Mid-America)</u> <u>- eye once a month</u> <u>- foot once a month</u>				
Are there any current concerns related to ALP performance? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments: <u>Frank</u> <u>- personality</u> <u>- ATC did not feel comfortable to comment</u>		
In the past six months what has been the turnover? <u>1 - 6 months ago</u>				
What are some of the reasons nurses leave? <u>- not sure</u>				
How do you recruit nursing staff? <u>- ATC</u>				

Inspector: Ogonek

Facility: OSP
Date: 2/5

What are you doing to ensure that the medical department is staying up to date on community standards? - ELM - Lipicot - yearly - annual			
Do supervisors work late shifts to monitor operations?	<input checked="" type="radio"/> Yes No	How often? 1 day per month to monitor	
Do interdisciplinary meetings occur with departments? Discuss extend of communication with each.			
Mental Health	<input checked="" type="radio"/> Yes No	good	
Security	<input checked="" type="radio"/> Yes No	good	
Recovery Services	<input checked="" type="radio"/> Yes No	ok not as necessary	
ACCESS			
Besides the information provided at orientation, do you provide additional information to inmates regarding medical services?	<input checked="" type="radio"/> Yes No	How? on TV, healthcare - basic education information - wellness	
Are inmates educated when changes to their treatment plan made?	<input checked="" type="radio"/> Yes No	How? fairly few get made w/o consulting inmate	
How are inmates with special needs or infectious diseases provided education/counseling?	Yes No	Types? - flv in into when leaving - chronic care, community outreach liaison	
Kites (received in past 6 months) Log observed <input checked="" type="checkbox"/>	#	Response Time?	Backlog?
	605	2-3 days	0
Nurse Sick Call (from Health Service Request, last 6 months)	909	24 hrs	0
Doctor Sick Call Referrals (from nurse referral, last 6 months)	223	2	0
Number of DSC appointments held (last six months)	730	Number of No-Shows/AMA (in past six months)	63
Outside Consults (from doctor referral, last six months)	85	Approximate time once approved by collegial review to get scheduled?	varies 1 wk → 1 month

Inspector: OgonekFacility: OSP
Date: 2/3

In your consult log, do you have any outstanding collegial review cases? Yes <input checked="" type="radio"/> No <input type="radio"/>		Comments:	
How many inmates are in Chronic Care? <u>150</u>		Total all clinics? <u>251</u>	
Cardiac: <u>68</u>	Liver(HepC): <u>29</u>	Lipid: <u>40</u>	Pulmonary: <u>24</u>
Diabetes: <u>10</u>	Gen Med: <u>47</u>	HIV: <u>3</u>	Oncology: <u>5</u>
PPD(TB): <u>3</u>	Seizure: <u>8</u>	Pain: <u>14</u>	Other: <u>-</u>
Do you track # of scabies cases? Yes <input checked="" type="radio"/> No <input type="radio"/>	How many cases within the past 6 months? <u>N/A</u>	Comments: <u>it's been many yrs greater than 5 yrs</u>	
Is there a backlog among Chronic Care clinics beyond 15 days? Yes <input checked="" type="radio"/> No <input type="radio"/>		How many? <u>-</u>	
Number of Chronic Care appointments in last 90 days: <u>236</u>		Number of Chronic Care inmates who are No-Shows in past 90 days: <u>53</u>	
What measures are taken to ensure inmates attend chronic care appointments?		Comments: <u>Form → are you going to attend</u> <u>↳ chronic care nurse</u> <u>flu</u>	
How many MRSA cases have you had since January 2013? <u>0</u>			
Are Patient satisfaction surveys conducted?		How are you conducting these and how often? <u>Survey - on intake</u> <u>- health care fair - annually</u>	
How many informal complaints have you received in the past 6 months? <u>86</u>		Most common complaints received? <u>- pain</u> <u>- meds → stronger meds</u> <u>- co-pays</u>	
Tracking method observed <input checked="" type="checkbox"/>			
Are responses to informal complaints appropriate? <input checked="" type="radio"/> Yes <input type="radio"/> No			
Comments: 1 pain - 2 pain - 3 not treating issue - decent response 4 pain 5 co-pay <u>↳ all ICR</u> <u>will from</u> <u>ACA who was not w/ Med dept at time of inspection</u>		6 pain 7 med ref 8 BP complaint 9 med - pain 10 chronic care - 11 pain 12 anxiety 13 med 14 w/ sleep 15 wanting MBI 16 nerve damage 17 pain 18 pain 19 pain 20 pain	

Inspector: Ogonek

Facility: OSP
Date: 2/5

DOCUMENTATION AND TRAINING	
How are records kept secure to ensure confidentiality? <u>locked</u>	Observed <input checked="" type="checkbox"/>
After intake do you review inmate medical records to ensure continuity of care? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <u>created checklist</u>	
How do you ensure a quality review? <u>↑</u>	
How frequently are patient records audited and how do you audit them? <u>by QIC</u> <u>develop plan based on our data</u> <u>& dental</u>	
How are staff trained on departmental policies and procedures? <u>- elm, Lipicer</u> <u>- yearly</u> <u>- CERS</u>	
CRISIS MANAGEMENT	
What is the response time to emergencies? <u>- 4 minutes or less</u> <u>-</u>	
Number of on-site emergency notifications within the past six months: <u>"five"</u> → <u>8</u> <u>221</u>	Number of off-site emergency visits within the past six months: <u>7</u>

*

emergency
went to
call

Inspector: OgonekFacility: OSP
Date: 2/5

Statistics since January 2013		#
no death since 2006	Expected Deaths	0
	Unexpected Deaths	0
	Suicides	0
	Homicides	0
<p>List cause of death for each case and age of inmate.</p> <p>Expected:</p> <p>Unexpected:</p> <p style="text-align: center;">N/A</p> <p>Details of Suicide and/or Homicide:</p> 		
<p style="text-align: center;">3:15 pm</p> <p style="text-align: center;">Observation of Pill Call</p> <p>Comments:</p> <p>Ornval injurin in block C</p>		

Inspector: OgonekFacility: OSP
Date: 2/2**AREA INSPECTED: MENTAL HEALTH SERVICES**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	5	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Conference Rms		<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Classrooms	4	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	congruent per
Records Areas	1	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	

Crisis Cells		
Number of crisis cells: <u>7</u>	Describe location: <u>infirm</u>	Cells observed in use: <input checked="" type="radio"/> YES <input type="radio"/> NO
How clean are the crisis cells? Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>	Comments:	
Documentation of 4118 correct and updated? <input checked="" type="radio"/> YES <input type="radio"/> NO	Comments:	
Do crisis cells have clear visibility? <input checked="" type="radio"/> YES <input type="radio"/> NO	Comments: <u>minus shades</u>	
Do cells have protective secure screening on the windows and are they intact? <input checked="" type="radio"/> YES <input type="radio"/> NO	Comments:	

STAFFING				
Psychiatrist <u>1/2 FTE</u>	Psychologist <u>1 1/2 FTE</u>	APN-MH	RN <u>0</u>	Psych Asst. <u>1 FTE</u>
LSW <u>0</u>	LISW <u>2 FTE</u>	SW	PC	MHA

MHA - also
psych.

Inspector: Ogoner

Facility: 212
Date: OSP

QIC <i>share w/ med</i>	Other:	Comments:
List any vacancies:	<i>no</i>	
List any contract staff:	<i>no</i>	
Do you have difficulty getting qualified applicants? What techniques do you impleore to recruit qualified individuals? <i>LISW - no diff</i> <i>personal dept → helps w/ recruiting</i> <i>psvch - diff</i>		

CASELOAD			
Total Caseload:	# <i>56</i> <i>216</i>	Backlog? <i>clinicians</i> <i>0 - caseload are consistently full</i>	
<i>elevated monitoring</i> Number of C1/SMI:	# <i>1</i>	<i>psycho-attentive</i> <i>→ approved by chief psych exception made for</i>	
How many inmates are on the MH Caseload are in segregation?	# <i>2</i>	How many are C1/SMI?	# <i>0</i>
Any inmates on mandated medications?	# <i>0</i>	Types?	
Number of watches (constant, close, MHO in past year)	# of Constant <i>100</i>	# of Close <i>2</i>	# of MHO <i>49</i>
Suicide Attempts (past year)	# <i>0</i>	Most common method: <i>N/A</i>	
Self-Injurious Behavior (past year)	# <i>2</i>	Most common method: <i>cut forearms</i> <i>cut arms</i>	
Inmates Transferred to RTU (past year)	# <i>5</i>	Inmates Transferred to ITPs (past year)	# <i>0</i>

Inspector: Ogonek

Facility: OSP
Date: 2/2

Average wait time?	1-2	Average wait time?	N/A
ACCESS			
Mental Health Requests (review kite log for last 90 days)		Response Time? next day or day of	Backlog? 0 actual log not update but individual
Referrals (review Mental Health evaluation/referral log for last 90 days)		same day	Number past two weeks divided by total number completed timely:
Segregation Rounds weekly	Frequency?	Assessment post-seg placement? no unless needed continue w/ meeting	Treatment/programs for SMI in seg? if on caseload same on elevated monitoring in cell programming occasionally contributing life skill issue
Time period for initial psychiatry appointment?		w/in a week	
What information is provided to new inmates re MH care?		w/in policy PRE 5169 form given	
CRISIS PREVENTION			
What strategies do you employ for crisis intervention?	- referrals → see individuals as quickly as possible - rounds (weekly) c/o - quick to communicate, similar - communication - ok		
Do you routinely hold open office hours?	M-F 8-12 →	Hours: triage needs	
What measures are taken to prevent suicide?	- training for all staff, c/o cards - encouraged to openly communicate w/ staff, good communication		
RESTRAINTS			
Have restraints been used on any inmates in the past year?	Yes <input checked="" type="radio"/> No <input type="radio"/>	Total #?	# on MH caseload?
		-	-

Inspector: Ogonek

Facility: OSP
Date: 2/2

If yes to above, how long were inmates in the restraints?	N/A	How often are inmates in restraints checked by staff?		
Have any injuries resulted from restraints?	Yes <input type="radio"/> No <input checked="" type="radio"/>	Example?		
What type of training does staff receive in regard to restraints?	Describe training scenarios and who attends: Annual w/in policy			
ACCOUNTABILITY				
What is the system for maintaining patient and record confidentiality?	2 locked doors can't keep file at - no medical			
How do you ensure that mental health information is kept current on DOTS?	- weekly - weekly send out updated			
Is the MH caseload list distributed weekly?	Yes <input checked="" type="radio"/> No <input type="radio"/>	Who receives it? txment team, key executive staff		
Do interdisciplinary meetings occur with the following departments?				
Medical	Yes <input checked="" type="radio"/> No <input type="radio"/>	→ share RIV as needed →		
Security	Yes <input checked="" type="radio"/> No <input type="radio"/>			
Recovery Services	Yes <input checked="" type="radio"/> No <input type="radio"/>	→ tx team meetings w/ky		
Describe communication between other departments: Small enough institution				
Outside of the QIC process, how frequently are patient records audited?	Describe: w/in policy			
How many informal complaints have you received in the past 6 months? 4	Most common complaints received? 3/4 → related to medication (pain/anxiety)			
Tracking method observed <input checked="" type="checkbox"/>	4 → seeing MHL			

Inspector: OgonekFacility: OSP
Date: 2/2

Are responses to informal complaints appropriate?

☒ Yes

No

Comments:

PROGRAMMING		
How many evidence-based MH programs are currently offered to inmates?	#	What programs? - Anger: Creating New Choices - Anger Mgmt - commitment to change - Proven life skills
How many additional programs offered?	# 3 are not	What programs? - Epistatus Club - CBT - Wellness - as free as an eagle * Wellness → anyone can participate
How many inmates have participated in programming in the past 90 days?		Month 1 - Nov Month 2 - Dec Month 3 - Jan -
*Unduplicated if possible		Total
How many treatment programs have been scheduled in the past 90 days?		
How many treatment programs have been conducted in the past 90 days?		

* started back today after 2 months off due to incident
 ↳ - more individual work
 - use TV → worksheet in-cell

* making accomdatation for Spanish

Inspector: OgonekFacility: OSP
Date: 2/2**AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	2	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Class Rooms	4	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	computer
Records	1	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Are all records stored in a locked filing cabinet?		How often are records audited ensure they have all information required by 70-RCV-02?		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <input checked="" type="checkbox"/> Observed				
Is the space available sufficient to perform duties?		Comments:		
<input checked="" type="radio"/> Yes <input type="radio"/> No				
STAFFING and ADMINISTRATION				
List all staff working in recovery services and length of employment:				
2 counselors ↳ since opened → 2005, from osp can				
Are there any current vacancies:		Length of time?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Are contract staff utilized?		How many?		
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		N/A		
Do you feel you have enough staff to meet inmate needs of service?		Comments:		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		for now - yes, "we make it work."		
Are inmate graduates used to facilitate programming?		How many?	How?	
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		0	encourage other inmates → benefit from each other	

Inspector: Ogonek

Facility: OSP
Date: 2/2

Are there any current concerns related to their performance?		Comments:	
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Do you utilize volunteers?		How many?	For what? within
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		3	2 STEPS → 1 per quarter 1 APA per quarter, NW Region recently
		How often? volunteer → logistic issue	
INMATE OUTREACH AND PARTICIPATION			
Describe the presence of the recovery service department at this institution?		<ul style="list-style-type: none"> - very visible - apart of routine operation - ask question - make rounds → weekly 	
Are there any designated recovery services housing units?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
		Comments?	
What efforts are made to retain inmates who stop participating in formal programming?		relapse →	
Do you reach out to individuals who are found guilty of Rule #39?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How? used to individual accessing 5112/13 → ADD
Do interdisciplinary meetings occur with the following departments?		Medical	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
		Frequency?	
		Mental Health	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
		Frequency?	
		Security	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
		Frequency?	
Are you involved in discussions about how to manage Rule #39 with security and administration?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> RIB discussion	

in cell programming - 2 rounds per wk 2

Inspector: Ogonek

Facility: OSP
Date: 2/2

Do you offer any SAMI groups? NO - incorporate MH into discussions but no formal tx	
Check all formal recovery programs offered.	<input type="checkbox"/> Treatment Readiness Program <input type="checkbox"/> Intensive Outpatient Program <input type="checkbox"/> Recovery Maintenance Program <input checked="" type="checkbox"/> AOD Education Groups - 12 <input type="checkbox"/> Intensive Program Prison <input checked="" type="checkbox"/> Tobacco Cessation (offered but not 0)
How many inmates are currently enrolled in formal treatment programming? AOD - 23 MET/2 transitions/ → ↓ 6 6 4 3	R0: R1: R2: R3: Total Enrolled = 23
	Is this an increase or Decrease since your last cohort about the same Is this on track to be an increase or decrease for FY 2014 about the same
In FY 2014, how many inmates were enrolled in programming.	
Number of treatment groups scheduled in the past 90 days?	N - D - J -
Number of groups held in the past 90 days?	

Inspector: Ogonek

Facility: OSP
Date: 2/2

How many inmates are assessed as:	R0: 96 R1: 54 R2: 101 R3: 156 Total # Assessed @ institution <u>407</u>		
How many inmates are on the <u>waitlist</u> ?	R0: R1: R2: R3: Total Waitlisted =		
How do you engage individuals on the waitlist in services, as they wait to enroll in formal programming?	<i>extra videos on TV, wellness news letter</i>		
Average monthly participation in the following ancillary programs	AA —	NA —	Other:
How frequently are they offered? <i>in lieu of</i>	N/A	N/A	
Do you have any additional recovery services programming offered? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How many? 5	How often?	Names of Programs?
Total number of inmates participating in recovery services in the last 90 days. Month 1 _____ Month 2 _____ Month 3 _____			

RE-ENTRY PREPARATION

Inspector: OgonekFacility: OSP
Date: 2/2

How does your staff conduct outreach to family or incorporate them into recovery? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How?
Describe the efforts to connect inmates with recovery resources in the community.	

* family day
* make family -invite
* grp process, letter writing

Inspector: Jackson

Facility: _____

Date: _____

AREA INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS			
1. What is the atmosphere of the dining hall upon entrance?	Calm <input type="checkbox"/> Tense <input type="checkbox"/>				
2. How many staff are assigned to supervise inmates in the dining hall?	1 st _ 2 nd _				
3. Menu on the day of the inspection.					
4. Inmates rated the meal:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input 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 type="checkbox"/>			
6. How clean is the dining area?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input type="checkbox"/>			
7. What is the temperature of the food in the serving line?	Item	Before	During	After	
8. Are trays scraped in a different area from the food serving line?	YES NO				
KITCHEN PREP AREA (including tools and equipment)		COMMENTS			
9. How clean is kitchen area?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input type="checkbox"/>			
10. Does the equipment appear to be clean?	YES NO				
11. Is a chit system used to issue tools to inmate workers? -Chit closet observed <input checked="" type="checkbox"/>	YES NO				
12. Is the quantity of the food served according to the menu?	YES NO				
13. Is soap available in the inmate/staff bathroom?	YES NO				
14. Are knives issued according to procedure? If so, are inmates supervised	YES NO YES NO	N/A			
15. What is the date of last fire equipment inspection? -Extinguisher checked <input checked="" type="checkbox"/>	DATE: Jun 2015				
16. What is the date of the last two county health inspections? Did the facility pass?	DATE 1: 6-28-14 PASS FAIL DATE 2: 11-1-14 PASS FAIL Main Issues/Concerns: <u>Equipment</u> <u>Staff Training / Daily Tool log / Equipment</u> <u>Hot / Cold Food Temps</u>				
17. What are the dates of the two most recent visits from the DRC Food Service Contract Monitor?	DATE 1: 11-12-14 Compliance Score: 86% DATE 2: 1-14-15 Compliance Score: 81% Main Issues/Concerns: <u>Staff Training / Daily Tool log / Equipment</u> <u>Food Reporting / Trash Removal</u>				

Inspector: Jackson

Facility: _____

Date: _____

18. How often is the cooking equipment sanitized?	After each use	
19. Monthly Inventory and Usage Report Maintained? -Previous month log observed <input checked="" type="checkbox"/>	YES NO	
20. Are all chemicals secured? -Log observed <input checked="" type="checkbox"/>	YES NO	Sanitizer mixed - Pre diluted
21. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES NO	
22. Are there open trash containers near food preparation or dish wash areas?	YES NO	
FOOD STORAGE AND APPLIANCES		COMMENTS
23. The number of appliances?	Freezers- 1 Coolers- 4 Ovens- 5 Kettles- 2 2 double-stick	Grilles/Skillets- 2
24. Are any appliances in need of repair? -Service Call or work order requested <input checked="" type="checkbox"/>	Service call placed on January 31	
25. Are there any visible facility maintenance concerns?	YES NO	Cooler
26. Are there any standing puddles of water on the ground?	YES NO	
27. Do the coolers and freezers appear orderly and clean? Is there ice on the floor of coolers?	YES NO YES NO	Maintenance issue - floor was recently corrected
28. Is stored food wrapped and dated? Storage shelves observed <input checked="" type="checkbox"/>	YES NO	
29. Are containers of food stored off of the ground?	YES NO	
30. Is the shelf-life of non-perishable items less than 90 days?	YES NO	
31. Is the shelf-life of perishable items less than 7 days?	YES NO	
32. The date of the most recent delivery for the following items: Dairy- Thursday Meat- Thursday OPI - Pickering CI		
33. Is a safe distance maintained from the top of the stored food to the ceiling?	YES NO	
34. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)?	YES NO	

Inspector: JacksonFacility: _____
Date: _____

CONTRACT STAFF		COMMENTS
35. Number of contract staff on-site:	Number of staff:	Length of time at facility:
Director	1	September 2013
Assistant Director	1	
Manager/Coordinator <i>by Hand of J. Jackson</i>	208	
Contract Workers	11	10-12 (Average)
Total contract staff	21	
36. Reason(s) for contract staff turnover? <i>1st person left 1 1/2 months ago</i>	<i>In first few months (6 months) a lot of turnover - just quit / distance to work</i>	
INMATE WORKERS		COMMENTS
37. How many inmate workers are assigned to the food services department?		
38. How are inmates selected?		
39. What is the monthly wage?		
40. When do inmates receive performance evaluations?	YES NO	
Are raises available for good performance?	YES NO	
41. Are all inmate workers trained regarding proper hygiene? -Forms observed <input type="checkbox"/>	YES NO	
42. Are all inmate workers trained on proper handling of equipment? -Forms observed <input type="checkbox"/>	YES NO	
43. Are all inmate workers and staff wearing hair nets and gloves?	YES NO	
INCENTIVE PROGRAM(S)		COMMENTS
44. Are incentive programs offered to increase inmate participation?	YES NO	
45. How many inmates participate in the program(s)?		
46. How are inmates selected?		
47. What is the monthly wage?		
48. Do inmates receive performance evaluations?	YES NO	
If so, are raises available for good performance?	YES NO	
LOADING DOCK		COMMENTS
49. Is the trash dock free of odors, loose garbage bags, and bugs?	YES NO	
50. Are there any current pest issues?	YES NO	
If yes, when was most recent issue?		

Inspector: _____

Jackson

Facility: _____

Date: _____

51. How often is the local exterminator used?		Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Bi-Monthly <input type="checkbox"/> Annually <input type="checkbox"/>										
STAFF AND INMATE CONCERNS		COMMENTS										
52. Have there been any recent concerns regarding inmate health issues due to food?		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>										
Are 72-hour test trays used?		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>										
53. Is a kite log maintained?		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>										
Inmates' biggest Concern(s)?		*Change diet from regular to Veggie Meal										
-Log observed <input checked="" type="checkbox"/>												
54. Contract staff biggest concerns? <i>No concerns</i>												
55. Number of delayed servings in past 30 days? <i>None</i>												
56. Number of inadequate substitutions made in past 30 days? <i>None</i>												
EXECUTIVE STAFF ROUNDS												
STAFF	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT
Warden												
DW	1/22	9:27	9:50 am	1/23	6:36 am	6:45 am	1/27	10:30 am	10:40 am	1/30	2:30	2:57 pm
BM												
IIS												
ADDITIONAL COMMENTS:												
<i>1/18 - 2/1</i>												

Inspector: Ogonek

Facility: OSP
Date: 2/5
AREA INSPECTED: RECREATION

ACCESS TO RECREATION	COMMENTS
1. Example of typical recreation/yard schedule: (request copy of schedule**)	<p>no movement on 4D - T/Fr no movement on B M/Thur</p> <p>Morning hours: _____ - _____ Afternoon hours: _____ - _____ Evening hours: _____ - _____</p> <p>4A > never allowed movement 4AT > no movement</p>
2. How many hours per day are inmates permitted to recreate?	<p>4B → not allowed</p> <p>5B → 1 hr per day 5 days a wk 5A → 1 hr per day 5 days a wk in enclosed range 4AT → 4 4A → up to 8 w/ officer allowed</p>
3. How many inmates/housing units are permitted to recreate at any one time?	<p>AA → 4AT allowed to be together ↓ 0 4</p>
4. How frequently is recreation shut down due to staffing/unexpected issues?	<p>Rarely <input type="checkbox"/> Outside-rec → weather Sometimes (2-3 times per week) <input type="checkbox"/> in ER → it would nap Frequently (3+ times per week) <input type="checkbox"/></p>
5. Was recreation shut-down last week?	<p>Yes No How many times? N/A</p>
6. Check shift captain's report- how many times was recreation shut-down in prior month?	<p>N/A</p>
7. Describe any obstacles to inmate access to recreation:	<p>Security level → 15 hrs that be acct. managed well</p>
8. What activities do you provide for inmates when recreation is shut-down?	<p>no</p>
9. Where are activities posted for inmate information?	<p>no → information on TV - hard copies for A-block</p>
10. What types of music programs are available?	<p>Describe: no</p>
11. What types of art programs are available?	<p>Describe: art in cell →</p>

Inspector: OgonekFacility: OSP
Date: 2/5

12. Are activities available to all inmates, including those with disabilities?	YES <input checked="" type="radio"/> NO <input type="radio"/>	Types: <u>art, video</u>
FACILITIES		COMMENTS
13. Does recreation equipment appear to be clean and in good working order?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
14. What equipment is in need of maintenance?	<u>has stock of supplies equipment never broken (pull-up bars)</u>	
15. How many staff are assigned to supervise inmates?	<u>8 or 7</u> <u>2 c/o outside</u>	
16. How many non-correctional officers work in the recreation department?	<u>1 staff</u>	
17. How many inmate program assistants are assigned to the recreation department?	<u>1 → fantasy fb, NASCAR by stats</u>	
VARIETY/SELECTION OF ACTIVITIES		COMMENTS
18. How often are new activities introduced?	<u>rarely →</u>	
19. What are examples of unique/innovative recreational opportunities provided at this institution?	<u>fantasy → 25% of pop. participates</u>	
20. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba, Yoga)?	<u>inmate initiated</u> <u>↳ hard to be led inmate led</u> <u>↳ separations</u>	
21. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)?	<u>wellness → handouts</u> <u>↳ - MIT</u> <u>↳ - med</u> <u>↳ - rec</u> <u>↳ - MMA</u> <u>pre-test</u> <u>give men's health</u>	
22. How often is the selection of movies rotated? <u>IMDb</u>	Number of movies in rotation: <u>2x per wk</u>	

* only

Level 1 → has almost all w/ in policy

Inspector: _____

Facility: _____

Date: _____

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

NO

Describe Past Tournaments:

- Chess
- Spades
- past bball

AK 7 b/c of separat
AKT

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

- a. want the things they can't have
- b.

25. What activities or equipment would improve recreation?

Describe Physical Facilities:

Indoor:

3 cages @ on each pod
↳ dip bar in two

Outdoor:

① outside units → basketball hoop

A/B C/D
each w 4

2 units → 5 guys at time

4 big ones

C3 + C4 → 1 big cage

C5 + C6

↓
6 total

C1 + C2 → share outside rec

C7/C8 → share

↓
2 total

AREA INSPECTED: INMATE GRIEVANCE PROCEDURE

ACCESS		
1. How often do you perform rounds of the housing units? <input checked="" type="checkbox"/> Employee sign-in logs rev'd	weekly minimum	What issues have been noted recently? inappropriate supervision, property, medical
2. Do you target any specific areas for rounds?	housing units + medical	Which? food service, property,
3. Do you hold open office hours? Y <input type="checkbox"/> N <input type="checkbox"/> N/A	Frequency? —	How do inmates access? —
4. What methods are used to educate inmates on the IGP at this facility?	orientation + instructional sheet -will also speak face to face if needed	
5. What methods are used to educate staff on the IGP?	orientation + instructional sheet -staff meetings + dept. heads	
6. Do you keep a kite log? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	What issues relayed? mostly sending pink copies of ICRs* or requesting/submitting grievance -contacting for transfers	
RESPONSE TIMELINESS		
7. What percentage of informal complaint responses were untimely last year?	3.8%	Reasons for untimely responses? don't track reasons
8. What steps do you take to reduce untimely informal complaints?	"tell sheet" that goes across warden's desk, exec staff + dept. meetings	
9. Do you report staff who frequently fail to respond timely? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	How? see above	
10. What percentage of grievances were filed by the same inmate last year?	9.93%	Issues? also had most tickets last year - property, healthcare, inapp. supervision, R/B
11. What percentage of grievances were extended last year?	77%	Reasons for the extension(s)? complaints up slightly, busy, significant behavioral issues
12. How many grievances resulted in a report to the Warden last year?	very infrequent due to ongoing communication	Area(s) of concern? Property, inapprop supervision, healthcare

OVERSIGHT AND ACCOUNTABILITY		
13. What is the area of most frequent complaint by inmates?	Property Healthcare	Steps to reduce? Training re property pack-up slip
14. How frequently do executive staff discuss areas of concern?	starting to do formal discussion, but more informal	How?
15. What specific actions, if any, have been taken as a result of the executive staff meetings?	—	
16. What areas have you specifically inspected within the past 90 days? <input checked="" type="checkbox"/> IIS Activity Report Rev'd	Housing units	Discrepancies in policy/practice? None specifically came to mind
17. What areas of the institution have you worked with staff to improve?	"It's constant" Property	How? curriculum for in-service re property pack-up slips
18. How many complaints regarding staff retaliation for use of the IGP have you received in the past year?	Not very frequent 6 in 2014	Substantiated? 0 granted
19. How do you ensure that inmates are not retaliated against for using the IGP?	Make very clear that staff will be disciplined	
20. Do you track the staff who are the most frequent subjects of inmate complaints? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Frequency? Pulled the data at end of year	What do you do with the information? Doing a review → reporting to warden
21. What oversight, if any, do you provide regarding the quality of responses to ICRs?	Just the review. If IIS gets it, it was not resolved, so reviews whole process.	
22. What suggestions do you have for how to improve the grievance procedure?	None	
23. What suggestions do you have for how to improve/enhance the Inspector's role in a prison?	None	

Did a review of the inapprop. supervision complaints
usedly 2ed the complaints for most frequent names

AREA INSPECTED: SEGREGATION (D8)

AREA INSPECTED: SEGREGATION (D8)		COMMENTS
1. Inmate Count Tracking Mechanism/Roster <input type="checkbox"/>	11 + 1 (infirmary)	
2. How many cells have more than two inmates?	0	
3. How many inmates are in segregation for refusal to lock due to safety concerns?	0	
4. What is the atmosphere of the unit upon entrance?	disruptive (yelling, etc)	
FACILITIES		
5. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. How clean are hallways/rec areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Trash out on range
7. How often are inmates allowed to clean their cells/ toilets, sinks?	2x/wk	
8. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	Work order? Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
9. How quickly are maintenance work orders completed?	checked once / per day	
10. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. How often are shower facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	supposed to be daily
12. How clean are crisis cells? # of crisis cells 0	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	N/A
13. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
14. What recreation equipment or space is available?	outdoor rec - at ball w/ hoop, large area Indoor rec is dayroom + room w/ equipment (dip bar) + exercise ball	
Sanitation issues? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		

CELL SECURITY CHECK		
15. How many of the following: - Cell window obstructed <u>none</u> Cell door window obstructed <u>some</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>many</u>		
STAFF ACCOUNTABILITY		
16. Are appropriate cleaning materials in locked container and at least half full? - Match inventory <input type="checkbox"/> - Container checked <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	see D
17. Is the first aid box secured? -First Aid box checked <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	unit checklist
18. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
19. How many officers are on duty per shift?	1 st - 5 floor + 1 escort + 2 control 2 nd - " " " " " " 3 rd - 2 floor + 1 control	
20. Are officers performing security checks at staggered 30 min intervals? -Log observed <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
21. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	2 per side per shift	Date 1/25 # 8 ✓ Date 1/26 # 10 ✓ Date 1/28 # 10 ✓
22. Are individual log sheets maintained and up to date? -Log observed <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	missing some signatures
23. How often are medical rounds conducted? -Log observed <input checked="" type="checkbox"/>	daily	
24. How often are mental health rounds conducted? -Log observed <input checked="" type="checkbox"/>	several times per week	Dates in log book: 1/15-1/31 1/16, 1/20?, 1/26, 1/27, 1/30
25. How frequently do uses of force occur in the segregation unit?	What were the circumstances of the last use of force? Additional data given by institution	
26. How frequently is meal/food loaf used in the segregation unit?	What were the circumstances of the last time that meal/food loaf was given? Additional data given	
27. How frequently do inmates flood the range or otherwise cause a disturbance?	What were the circumstances of the last time? Additional data given	

Individualized mentoring
from Hope Center

ACCESS TO CIIC, PROGRAMS, STAFF		
28. Is the current CIIC memo posted?	Y <input type="checkbox"/> N <input type="checkbox"/> <u>on TV</u>	
29. Describe inmates' access to the library:	Bookcase? Y <input type="checkbox"/> N <input type="checkbox"/> <u>Wish brings cart</u>	Dates in log book:
30. Describe inmates' access to religious services personnel	Describe: <u>weekly presence by chaplains on Unit</u>	
31. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites Y <input checked="" type="checkbox"/> N <input type="checkbox"/> ICRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/> HSRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
32. Are there telephones in the unit? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Number: <u>1</u>	Describe access: <u>if 30 days, good behavior last in August</u>
33. Is the PREA poster visible? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	When was last sexual assault?	How would inmates be able to report sexual assault?
34. How do inmates have access to the following: - 5120-9 series of ARs - 56-DSC-01 - Inmate rules of conduct - Pen/pencil	Describe: <u>request thru paralegal; no binder on unit</u>	

STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
Major	1/13	12:07	12:40	Acting 1/21	2:29	2:41						
Chap	1/16	5:20	6:50	1/9	5:50	?	1/13	9:20	9:50	1/20	8:54	9:20 more
Edu	1/17	8:55	9:50	1/12	10:31	11:04	1/16	8:30	11:03	1/20	9:00	10:15 more

1-1
2/1

Unit

- denied access to legal materials -
- thinks inapprop. raised to JB - appeal to Ms. Gardner
- can you get LC from JB - what about rec restriction

Corrections Analyst: Gibbons/SaulFacility: OSP
Date: 2/6/15

PRINCIPAL INTERVIEW - via phone

EDUCATIONAL PROGRAM EVALUATION (ORC 103.73) [for feedback to Principal]

CIIC CLASSROOM REVIEW	
1. Name of teacher/program facilitator	MS. AND Ahlquest
2. Overall, classroom management and student behavior were rated as:	Exceptional <input type="checkbox"/> - younger inmates but teacher Good <input checked="" type="checkbox"/> did good job of redirecting them Acceptable <input type="checkbox"/> back to school work Needs Improvement <input type="checkbox"/>
3. Overall, instructional strategies and teaching methods were rated as:	Exceptional <input checked="" type="checkbox"/> - read Q aloud Good <input type="checkbox"/> - completed problem step by Acceptable <input type="checkbox"/> step Needs Improvement <input type="checkbox"/>
4. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc.	Exceptional <input type="checkbox"/> - students relayed it was Good <input type="checkbox"/> hard to see the board w/ the Acceptable <input checked="" type="checkbox"/> mesh covering program booths Needs Improvement <input type="checkbox"/>

EDUCATIONAL ADMINISTRATOR INTERVIEW [with input from Principal]

STUDENT POPULATION and ACCESS	
5. Current educational staff	1 Principal; 1 Assistant Principal 2 Teachers (2 Academic, 0 C-T, 0 AJT, 0 etc.) 1 Guidance Counselor 0 Educational Specialists Other: _____ 1 Intervention Specialists Other: _____
6. Current vacancies (0 total)	Positions: n/a
7. What is the average or approximate student/teacher ratio?	Academic 6:1 Career/Tech — Other — b/c of security & # of program booths
8. Number certified inmate tutors?	Academic 0 Career/Tech 0 Other 0
9. Are there plans to expand the training/use of certified inmate tutors in delivering education?	n/a, not encouraged due to security concerns
10. What initiatives have been implemented to increase access to educational programs?	① IPEP tablets — used during class time, basic computer orientation ② GED videos shown on CastNet; inmates can request corresponding textbook from library.
11. Describe education delivery (method & frequency) to segregation (to assure delivery no later than 60 days after segregation placements, per Policy 57-EDU-02.)	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming? teachers provide work to inmates teachers receive daily movement form
STAFF PROFESSIONAL DEVELOPMENT	
12. Describe opportunities and support for staff professional development:	• Membership in association, trade, or professional group • Attendance at association, trade, professional conferences • Tuition support for continuing education or development standard raft of activities and encouraged attendance to CEA
13. Describe opportunities for internal evaluation and improvement:	• Principal evaluation of teachers • Informal peer teacher feedback principal observation and evaluation once per year

Corrections Analyst: _____

Facility: _____

Date: _____

SECURITY		
14. Is security staff on duty in the area during programming? - Staff are discussing alternative	<input checked="" type="radio"/> YES <input type="radio"/> NO	in unit control booths options for security
15. Where is security staff located within the school setting?		control booths
16. Are teachers issued man-down instruments?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
17. Are all instructional materials and tools stored and accounted for in a safe manner?	<input checked="" type="radio"/> YES <input type="radio"/> NO	-no tools
INSTITUTIONAL NEEDS ASSESSMENT		
18. Date of last annual institutional needs assessment:		[REQUEST COPY]
19. What positives, negatives, or other 'take away' findings emerged? a. - have apprenticeship programs for cadre inmates b. -		
SPECIALIZED EDUCATIONAL PROGRAMMING		
20. Does your institution offer any of the following specialized educational programs: - Career-Technical Education - no - Career Enhancement Programs (5 week modules in -no employment readiness, trades, and safety) - Advanced Job Training (AJT) - college courses - no - Apprenticeship Programs - 2 : janitorial, tailor - Title I (for educationally disadvantage under 21 years) - no - Transitional Education Program (TEP) - no - Education Intensive Prison Program (EIPP) - no		
21. What additional specialized educational programs are available? a. - none b. -		
INSTRUCTIONAL MATERIALS and TECHNOLOGY		
22. Overall, are instructional materials provided to every student?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
23. Are instructional materials copyrighted or teacher-made? Kaplan GED study books	Academic - Career/Tech - Other -	Copyright date: 2014
24. Describe inmate student use of technology, if any. tablets, iPEP	Academic - Career /Tech - Other -	
25. To what degree is all technology currently working? all new	Are repairs pending?	
ADDITIONAL COMMENTS: - conversion to computer testing for GED testing hurt osp blc no computers in prison, difficult given security - currently, 3 testing computers installed in visitation room - have wireless keyboard & mouse, screen is enclosed in glass - Pre-GED and GED students are in same class due to constant movement.		

Inspector: GibbonsFacility: OSP
Date: 2/2/15

AREA INSPECTED: LIBRARY/LAW LIBRARY

FACILITIES		
1. Does the area appear to be clean and well-maintained?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
2. Does the area have attributes of an inviting environment?	YES NO <u>n/a</u>	<u>small room, wall to wall bookcases full of books</u>
<input checked="" type="checkbox"/> How many computers/typewriters are available for inmates' use? [of the total PCs for IM use, _____ # for LEGAL work and _____ # for REENTRY work]	<input checked="" type="checkbox"/> PCs (IM access) <input checked="" type="checkbox"/> typewriters	How many are inoperable at this time? Work orders submitted? _____
4. Total number of materials in library:	<u>13,133</u>	Date: <u>December 2014</u>
5. Describe the resources that are available electronically.	<u>none</u>	
6. How many subscriptions are maintained for periodicals <u>0</u> , newspapers <u>0</u> ?	<u>due to paper restrictions of population</u>	
7. What media alternatives are available in addition to books, magazines, and newspapers?	Audio books <u>w/ 1 tape player</u> Kindle _____ Other _____ Other <u>playaways</u> <u>inmate put battery in headphones & can listen</u>	
8. How often are new materials added to the library? <u>3-4 times per year</u>	What are your sources for new library materials? <u>typically purchase, some donations</u>	
9. How many chairs and seats are available for inmates in the library?	<u>none, library is not open to inmates</u>	
10. How many inmate workers are assigned to the library/law library?	<u>n/a</u>	
11. Are you aware that the CIIC reports are available to inmates in the library?	YES NO	Have you ever requested a copy of any CIIC report? Yes No <u>an inmate has never asked</u>
ACCESS		
12. What is the most frequent use of the library by the inmates?	<u>due to population, inmates cannot directly access</u>	
13. Are library services available daily, including weekends and evenings?	YES NO	<u>n/a</u>
14. What is the minimum amount of time that most inmates are able to use the library?	<u>n/a</u>	
15. Is there a cap/limit on the number of inmates who may use the library at one time?	YES NO	Cap/limit #: <u>n/a</u>
16. Describe access to library materials for inmates housed in special management areas		
17. Describe your library initiatives that go above and beyond routine library services and support literacy development, reading, and learning.	Book Clubs _____ Literature Circles _____ Tracking inmate interests and supplying additional materials based on interests _____ Other _____ Other _____	

Inspector: _____

Facility: _____

Date: _____

LEGAL/Law Library Area		
18. Are DRC Administrative Rules (5120-9 series) available to inmates upon request?	<input checked="" type="radio"/> YES <input type="radio"/> NO	request via kite
19. Are forms on hand to allow inmates to file court actions? <i>used as template</i>	<input checked="" type="radio"/> YES <input type="radio"/> NO	Is there assistance (from whom) available to inmate in completing these forms? <i>paralegal</i>
20. Describe access to legal research resources (e.g. Westlaw) <i>(m) would kite, paralegal would print & send back</i>	<i>- LexisNexis</i> <i>- all mandatory book</i>	
REENTRY		
21. 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?	<i>seperate sections of book cases</i>	
22. What resources are available to teach inmates how to prepare <i>resumes, cover letters, etc.</i> ? (645.0 – 649.0 DDS)	<i>books</i>	
23. What specific materials and resources exist related to <i>employment, companies, and job searches</i> ? (645.0 – 649.0 DDS)	<i>books</i>	
24. What reentry resource information is available to inmates on a <i>county-by-county</i> basis? (M..U.S.C.L.E. sheets and other materials)	<i>yes</i>	
24. Now that the library's Reentry Resource Center is functioning, what <i>improvements</i> would you like to make? <i>n/a</i>	24a. Do your inmates know about the Ohio Career Information System (OCIS) and how to use it? 24b. Do your inmates know about Ohio Means Jobs and how to use it? <i>n/a</i>	
25. Describe your library stock of <i>post-secondary educational materials and textbooks and other nonfiction text.</i>	<i>colleges, GEDs, some textbooks</i>	
26. Describe the African-American/Hispanic/ethnic section.	<i>scattered throughout</i>	
ADDITIONAL COMMENTS (including library/law library schedule): <i>- inmate sends kite to librarian to see list of materials</i> <i>- check which items they want</i> <i>- librarian delivers items</i> <i>- librarian sends an instruction page to all new inmates</i>		

Unit Management Chief (UMC) Reentry Interview Questions

Facility: OSP
 Date: 2/5/15
 Betty McDonough

CLASSIFICATION REVIEWS	
1. Regarding inmate classification reviews : What percent of the total inmate population is shown on the <u>Due/Past Due Reports</u> (for classification reviews)? [DOTS ... GRMEN... <u>print</u> full report (several pages) and <u>print</u> past due report (one page)]	Number inmates on Past Due Report: <u>1</u> # More than one month Past Due: <u>1</u> # Reasons for overdue reviews: <u>showing past due</u>
PURPOSEFUL ACTIVITIES	
2. How would you rate the level of inmate access to purposeful activities at this institution?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> w/level 2 security Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>
3. What types of purposeful activities are available at this institution? <input checked="" type="checkbox"/> Education/Academic/Vocational/College <input checked="" type="checkbox"/> Unit programs <input type="checkbox"/> Community service - minimal <input type="checkbox"/> OPI <input checked="" type="checkbox"/> Inmate-led groups - man up	<input checked="" type="checkbox"/> Mental health/recovery programs <input checked="" type="checkbox"/> Religious programs <input type="checkbox"/> Other (please list): <u>apprenticeship</u> <u>discretionary janitorial</u> <u>(see attached) - tailor</u> } <u>cadre</u>
4. Collectively, what are the barriers to access to purposeful activities and reentry programming at your institution?	<u>- security level</u> <u>- space</u>
5. Have you completed your most recent (January 20, YEAR) Needs Assessment Survey ? <u>Yes</u> No	Please print and provide a copy of your most recent Needs and Staffing Assessment for Social Services Programs (per DRC Policy 71-SOC-10) <input checked="" type="checkbox"/>
CONTACT WITH COMMUNITY	
6. What does the institution do to promote inmate communication with family, friends and the community? <u>- phone calls - letters</u>	<u>Transition Program - family day</u> <u>- family calls to UMC</u> <u>- 4A, kiosks (level 2)</u>
7. What barriers exist to inmates communicating with family, friends, or the community at this institution?	<u>- security level</u> <u>etc.</u>
8. How active is your local reentry coalition? <u>not currently</u>	11a. When was the last meeting? <u>Cuyahoga</u> <u>Lorain</u>
9. Describe the level of in-reach from local community service providers or agencies. <u>Hope Center</u>	<u>video inreach program (VIP)</u> <u>- counties</u> - some people will come on for transition to community
10. When was your last job fair? <u>n/a</u>	13a. What groups/agencies/providers attended?
11. Do you have any suggestions for how to increase community contact and/or in-reach?	<u>family day</u>
REENTRY	
12. What are positive activities/actions that this institution has implemented to prepare inmates for a successful reentry?	<u>transition to community</u> <u>↳ recovery services programming</u>

WOTC - The Next Step company

• get inmate into system so when they are released they are in system

thru April

9

13. Do you have any unique opportunities or programs for familial engagement?	none.
14. Does every inmate have the opportunity to be involved in a reentry program (unit programs, education, etc) prior to release? <i>yes.</i>	Please describe your tracking system and documentation used for monitoring inmates placed into recommended programs. <i>look individually</i> → <i>umc tracks via excel sheet by class waitlist</i>
15. What channels of communication or distribution of information are used to make reentry resources known to inmates? <i>CASNET</i> CASNET	What new and additional programs, information, or resources do you feel are needed to provide reentry assistance to inmates? <i>- library, computer</i> <i>- tab us - more</i>
16. TRANSITIONAL RELEASE PLAN (TR PLAN): What percentage of all inmates within 60 days of their release date have all documents received or provided per their individual OTRP (F4443) form? [RPLAN screen in DOTS portal] Documents or services include: <ul style="list-style-type: none"> • Copy of DD214 • Social Security Card • Birth Certificate • Driver's License • Other: • Transportation • Reentry Resource Guide • Institution Job History • Housing Plan • S.T.R.I.V.E. • A.P.A. Workshop • SSA Screening • Community Linkage Package • Medicaid Application • PASRR Nursing Home • Career Passport to Forwarding Address • Recovery Service Discharge & Prognosis • Ohio Benefit Bank Registration 	17. What accountability system is in place to oversee the completion of each item or service on the RPLAN per inmate? <i>Sometimes print past release - only spot check</i> For example: <ul style="list-style-type: none"> * UMC filtering a list of 60-day, 30-day inmates on the 1st of each month and distributing to each Case Mgr for interaction/completion. * Required date-driven checkpoint meetings at 120, 90, 60, or 30 days between Case Mgr and inmate(s)? * Unit Management 'tracking board' that is updated weekly for remaining tasks per inmate w/ less than one week. * Other: * Other: → <i>12 releases</i> <i>2 not completed</i> <i>*umc checked w/ case manager and ensured that</i>
SUMMARY AND RECOMMENDATIONS	
18. Overall, how well do you feel that the institution has prepared inmates for post-release reentry?	<input type="checkbox"/> Exceptional If exceptional, why? <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <i>- some of us change</i> <input type="checkbox"/> In need of improvement If in need, why?
19. How could this institution better prepare all inmates for reentry?	
Additional comments: <i>those inmates received the necessary docs, but case managers did not put in the dates.</i> <i>inmate case managers were completing</i>	

AREA INSPECTED: ENVIRONMENTAL SUSTAINABILITY

Energy Conservation	
1. Who is your designated Energy Conservation or Recycling Coordinator (position title only)?	<i>Plant Maintenance Engineer</i>
2. What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)?	<i>Plant Maintenance Eng Eng Engineer</i>
3. What staff member is the designated building operator?	<i>Plant Maintenance Engineer</i>
4. Was the most recent energy audit completed by September 28?	<i>Yes</i> Date: <i>9-28-2014</i>
What strategies were developed to conserve energy usage?	
<i>- Sub-meters is not needed</i> <i>- Dishwasher needs to be replaced</i> <i>- Replace window panes as needed</i> <i>- Change air filters every 6 months</i> <i>- Increased the airflow</i>	
5. What was the annual usage for the following utilities in FY 2013 and 2014?	
Natural Gas	2013: <i>20,224</i> 2014: <i>22,765 mcf</i>
Water	2013: <i>8,347,080</i> 2014: <i>7,764,240 gal</i>
Electricity	2013: <i>5,704,523</i> 2014: <i>5,058,907 Kwh</i>
6. What were the annual costs for the following utilities in FY 2013 and 2014?	
Natural Gas	2013: <i>\$112,530.12</i> 2014: <i>\$170,548.48</i>
Water	2013: <i>\$82,262.60</i> 2014: <i>\$57,482.39</i>
Electricity	2013: <i>\$444,141.78</i> 2014: <i>\$339,786.62</i>
7. Are institution staff made aware of the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If so, how? <i>E-Learning Courses as part of In-Service Training</i>	
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"/> <i>N/A</i>	
If so, how? <i>High Max Level Inmates</i> <i>Level 5 inmates</i> <i>Will consider using inmate re-claimers when the camp opens.</i>	

Waste Reduction	
9. Was the most recent waste audit completed by March 31?	Yes <i>yes</i> Date: <i>March 2014</i>
What were the noticeable trends in waste disposal for the previous 12 months?	
10. What waste diversion tactics were developed as a result of the audit?	<i>Recycle cardboard, steel cans, plastics, paper, aluminum cans</i>
11. How is food waste diverted?	<i>Minimal waste only the amount of food for inmate is made & delivered.</i>
Does the institution have a composting operation?	
12. How is the information tracked?	<i>Not tracking</i>
13. 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 previous 12 months?	
Monthly Costs:	
Monthly Savings:	
Monthly Weight/Wastage:	
14. Were local agencies, such as the health department, were used to assist in the audit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If so, which agency was used?	
Recycling	
15. What is the most recycled item at the institution? Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Card board <input checked="" type="checkbox"/> Metal/Aluminum cans <input type="checkbox"/>	
16. How much money did the institution earn through its recycling program?	
<i>\$ 1403.99</i>	
17. Did the institution have access to 50% of the earnings? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If so, what was the money used for?	
<i>occupancy sensors</i> <i>Additional LED Lights will be purchased</i>	
18. Does your facility have a material compactor? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
If not, what institution is the closest in proximity to recycle your items?	
19. How do you dispose of recycled materials?	
<i>Green Team - Paper</i> <i>Niles Iron & Metal</i> <i>Fin's Curbside Pickup</i>	

GLOSSARY OF TERMS

A

- Administrative Assistant (AA) – Staff member who is an assistant to the Warden and typically responsible for reviewing RIB (Rules Infraction Board) decisions and RIB appeals.
- Adult Basic Education (ABE)/Literacy – Literacy classes are for student with reading levels at 226 and below the CASAS. The ABE/Literacy Unit consist of two afternoon sessions. Students attend school approximately 1 ½ hours each day on Monday – Thursday. Students work individually or in small groups with tutors and focus on improving their reading and math skills. All tutors in the ABE/Literacy Unit are certified through a 10 hour training course.

B

- Brunch – Served on weekends as a cost savings initiative.
- Bureau of Classification – Office located at the DRC Operation Support Center responsible with the ultimate authority for inmate security levels, placement at institutions, as well as transfers.
- Bureau of Medical Services – Office located at the DRC Operation Support Center responsible for direct oversight of medical services at each institution.
- Bureau of Mental Health Services – Office located at the DRC Operation Support Center responsible for direct oversight of Mental Health Services at each institution.

C

- Case Manager – Staff member responsible for assisting inmates assigned to their case load and conducting designated core and authorized reentry programs.
- Cellie/Bunkie – An inmate's cellmate or roommate.
- Chief Inspector – Staff member at the DRC Operation Support Center responsible for administering all aspects of the grievance procedure for inmates, rendering dispositions on inmate grievance appeals as well as grievances against the Wardens and/or Inspectors of Institutional Services.
- Classification/Security Level – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
- Close Security – See Level 3
- Computer Voice Stress Analysis (CVSA) – A device, which electronically detects, measures, and charts the stress in a person's voice following a pre-formatted questionnaire. Used as a truth seeking device for investigations.
- Conduct Report/Ticket – Document issued to inmate for violating a rule.
- Contraband – items possessed by an inmate which, by their nature, use, or intended use, pose a threat to security or safety of inmates, staff or public, or disrupt the orderly operation of the facility. items possessed by an inmate without permission and the location in which these items are discovered is improper; or the quantities in which an allowable item is possessed is prohibited; or the manner or method by

which the item is obtained was improper; or an allowable item is possessed by an inmate in an altered form or condition.

D

- Deputy Warden of Operations (DWO) – Staff member at each institution in charge of monitoring the Major, custody staff, the Unit Management Administrator, Unit Managers, Case Managers, and the locksmith. Other areas include count office, mail/visiting, Rules Infraction Board, segregation unit, and recreation. The Deputy Warden of Operations is also responsible for reviewing use of force reports and referring them to a Use of Force Committee when necessary for further investigation.
- Deputy Warden of Special Services (DWSS) – Staff member at each institution in charge of monitoring education, the library, inmate health services, recovery services, mental health services, religious services, Ohio Penal Industries, and food service.
- Disciplinary Control (DC) – The status of an inmate who was found guilty by the Rules Infraction Board and his or her penalty is to serve DC time. An inmate may serve up to 15 days in DC.

F

- Food Service Administrator – An employee within the Office of Administration Services educated in food service management and preparation, to manage DRC food service departments.

G

- GED/PRE-GED – Pre-GED classes are for those who have a reading score between a 227 through 239 on level C or higher of the CASAS test. GED classes are for those who have a reading score of 240 on level C or higher on the CASAS test. Students attend class 1 ½ hours each day, Monday – Thursday. Students study the five subjects measured by the GED. In addition to class work, students are given a homework assignment consisting of a list of vocabulary words to define and writing prompt each week. All GED and Pre-GED tutors are certified through a 10-hour training course.
- General Population (GP) – Inmates not assigned to a specialized housing unit.

H

- Health Care Administrator (HCA) – The health care authority responsible for the administration of medical services within the institution. This registered nurse assesses, directs, plans, coordinates, supervises, and evaluates all medical services delivered at the institutional level. The HCA interfaces with health service providers in the community and state to provide continuity of care.
- Hearing Officer – The person(s) designated by the Managing Officer to conduct an informal hearing with an inmate who received a conduct report.
- Hooch – An alcoholic beverage.

I

- Industrial and Entertainment (I and E) Funds – Funds created and maintained for the entertainment and welfare of the inmates.
- Informal Complaint Resolution (ICR) – The first step of the Inmate Grievance Procedure (IGP). Inmates submit ICRs to the supervisor of the staff member who is the cause of the complaint. Staff members are to respond within seven calendar days. Timeframe may be waived for good cause.
- Inmate Grievance Procedure (IGP) – The inmate grievance procedure is a three step administrative process, established in DRC Administrative Rule 5120-9-31. The grievance procedure allows for investigation and nonviolent resolution of inmate concerns. The first step is an informal complaint resolution, which the inmate submits to the supervisor of the staff person or department responsible for the complaint. The second step is a notification of grievance, submitted to the Inspector. The final step is an appeal of the Inspector's disposition to the Chief Inspector at the DRC Operation Support Center.
- Inspector of Institutional Services (IIS) – Staff person at the institution in charge of facilitating the inmate grievance procedure, investigating and responding to inmate grievances, conducting regular inspections of institutional services, serving as a liaison between the inmate population and institutional personnel, reviewing and providing input on new or revised institutional policies, procedures and post orders, providing training on the inmate grievance procedure and other relevant topics, and any other duties as assigned by the Warden or Chief Inspector that does not conflict with facilitating the inmate grievance procedure or responding to grievances.
- Institutional Separation – An order wherein two or more inmates are not assigned to general population in the same institution due to a concern for the safety and security of the institution, staff, and/or other inmates.
- Intensive Program Prison (IPP) – Refers to several ninety-day programs, for which certain inmates are eligible, that are characterized by concentrated and rigorous specialized treatment services. An inmate who successfully completes an IPP will have his/her sentence reduced to the amount of time already served and will be released on post-release supervision for an appropriate time period.
- Interstate Compact – The agreement codified in ORC 5149.21 governing the transfer and supervision of adult offenders under the administration of the National Interstate Commission.

K

- Kite – A written form of communication from an inmate to staff.

L

- Local Control (LC) – The status of an inmate who was referred to the Local Control Committee by the Rules Infraction Board. The committee will decide if the inmate has demonstrated a chronic inability to adjust to the general population or if the inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. A committee reviews the inmate's status every 30 days for release consideration. The inmate may serve up to 180 days in LC.

- Local Separation – An order wherein two or more inmates are not permitted to be assigned to the same living and/or work area, and are not permitted simultaneous involvement in the same recreational or leisure time activities to ensure they are not in close proximity with one another.

N

- Notification of Grievance (NOG) – The second step of the Inmate Grievance Procedure (IGP). The NOG is filed to the Inspector of Institutional Services and must be responded to within 14 calendar days. Timeframe may be waived for good cause.

M

- Maximum Security – See Level 4
- Medium Security – See Level 2
- Mental Health Caseload – Consists of offenders with a mental health diagnosis who receive treatment by mental health staff and are classified as C-1 (SMI) or C-2 (Non-SMI).
- Minimum Security – See Level 1

O

- Ohio Central School System (OCSS) – The school district chartered by the Ohio Department of Education to provide educational programming to inmates incarcerated within the Ohio Department of Rehabilitation and Correction.
- Ohio Penal Industries (OPI) – A subordinate department of the Department of Rehabilitation and Correction. OPI manufactures goods and services for ODRC and other state agencies.

P

- Parent Institution – The institution where an inmate is assigned to after reception and will be the main institution where the inmate serves his or her time. The parent institution is subject to change due to transfers.
- Protective Control (PC) – A placement for inmates whose personal safety would be at risk in the General Population (GP).

R

- Reentry Accountability Plan (RAP) – Plan for inmates, which includes the static risk assessment, dynamic needs assessment, and program recommendations and participation.
- Residential Treatment Unit (RTU) – The Residential Treatment Unit is a secure, treatment environment that has a structured clinical program. All offenders enter at the Crisis and Assessment Level (Level 1). This level is designed to assess conditions and provide structure for the purpose of gaining clinical information or containing a crisis. The disposition of the assessment can be admission to the treatment levels of the RTU, referral to OCF, or referral back to the parent institution.

- Rules Infraction Board (RIB) – A panel of two staff members who determine guilt or innocence when an inmate receives a conduct report or ticket for disciplinary reasons.

S

- Security Control (SC) – The status of an inmate who is pending a hearing by the Rules Infraction Board for a rule violation, under investigation or pending institutional transfer and needs to be separated from the general population. Inmates may be placed in SC for up to seven days. The seven day period can be extended if additional time is needed.
- Security Level/Classification – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
 - Level 1A Security (Minimum) – The lowest security level in the classification system. Inmates classed as Level 1 have the most privileges allowed. Inmates in Level 1 who meet criteria specified in DRC Policy 53-CLS-03, Community Release Approval Process, may be eligible to work off the grounds of a correctional institution. Level 1A inmates may be housed at a correctional camp with or without a perimeter fence and may work outside the fence under periodic supervision. Level 1A replaces the classification previously known as “Minimum 1 Security.”
 - Level 1B Security (Minimum) – The second lowest level in the classification system. Level 1B inmates may be housed at a correctional camp with a perimeter fence and may work outside of the fence under intermittent supervision. However, Level 1B inmates who are sex offenders are not permitted to work or house outside of a perimeter fence. Level 1B inmates may not work off the grounds of the correctional institution. Level 1B replaces the classification previously known as “Minimum 2 Security.”
 - Level 2 Security (Medium) – A security level for inmates who are deemed in need of more supervision than Level 1 inmates, but less than Level 3 inmates. Level 2 replaces the classification previously known as “Medium Security.”
 - Level 3 Security (Close) – This is the security level that is the next degree higher than Level 2, and requires more security/supervision than Level 2, but less than Level 4. Level 3 replaces the classification previously known as “Close Security.”
 - Level 4 Security (Maximum) – This is the security level that is the next degree higher than Level 3, and requires more security/supervision than Level 3, but less than Level 5. It is the security level for inmates whose security classification score at the time of placement indicates a need for very high security. It is also a classification for those who are involved in, but not leading others to commit violent, disruptive, predatory or riotous actions, and/or a threat to the security of the. Level 4 replaces the classification previously known as “Maximum Security.”

- Level 4A Security (Maximum) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee's approval, after a review of the inmate's status in level 4.
- Level 4B Security (Maximum) – The most restrictive privilege level assigned to an inmate classified into level 4.
- Level 5 Security (Supermax) – A security level for inmates who commit or lead others to commit violent, disruptive, predatory, riotous actions, or who otherwise pose a serious threat to the security of the institution as set forth in the established Level 5 criteria. Level 5 replaces the classification previously known as "High Maximum Security."
- Level 5A Security (Supermax) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee's approval, after a review of the inmate's status in level 5.
- Level 5B Security (Supermax) – The most restrictive privilege level assigned to an inmate classified into level 5.
- Security Threat Group (STG) – Groups of inmates such as gangs that pose a threat to the security of the institution.
- Separation – See Institutional Separation and Local Separation
- Seriously Mentally Ill (SMI) – Inmates who require extensive mental health treatment.
- Shank – Sharp object manufactured to be used as a weapon.
- Special Management Housing Unit (SMHU)/Segregation – Housing unit for those assigned to Security Control, Disciplinary Control, Protective Control, and Local Control.
- Supermax Security – See Level 5

T

- Telemedicine – A two-way interactive videoconferencing system that allows for visual and limited physical examination of an inmate by a physician specialist while the inmate remains at his/her prison setting and the physician specialist remains at the health care facility. It also includes educational and administrative uses of this technology in the support of health care, such as distance learning, nutrition counseling and administrative videoconferencing.
- Transitional Control – Inmates approved for release up to 180 days prior to the expiration of their prison sentence or release on parole or post release control supervision under closely monitored supervision and confinement in the community, such as a stay in a licensed halfway house or restriction to an approved residence on electronic monitoring in accordance with section 2967.26 of the Ohio Revised Code.
- Transitional Education Program (TEP) – Learn skills to successfully re-enter society. Release dated within 90-180 days.

U

- Unit Management Administrator (UMA) – Staff member responsible for overseeing the roles, responsibilities and processes of unit management staff in a decentralized or centralized social services management format. The UMA may develop

centralized processes within unit management, while maintaining the unit based caseload management system for managing offender needs. The UMA shall ensure that at least one unit staff member visits the special management areas at least once per week and visits will not exceed seven days in between visits.

- Unit Manager (UM) – Staff member responsible for providing direct supervision to assigned unit management staff and serving as the chairperson of designated committees. Unit Managers will conduct rounds of all housing areas occupied by inmates under their supervision.
- Use of Force – Staff is authorized to utilize force per DRC Policy 63-UOF-01 and Administrative Rule 5120-9-01, which lists six general circumstances when a staff member may use less than deadly force against an inmate or third person as follows:
 1. Self-defense from physical attack or threat of physical harm.
 2. Defense of another from physical attack or threat of physical attack.
 3. When necessary to control or subdue an inmate who refuses to obey prison rules, regulations, or orders.
 4. When necessary to stop an inmate from destroying property or engaging in a riot or other disturbance.
 5. Prevention of an escape or apprehension of an escapee.
 6. Controlling or subduing an inmate in order to stop or prevent self-inflicted harm.

Administrative Rule 5120-9-02 requires the Deputy Warden of Operations to review the use of force packet prepared on each use of force incident, and to determine if the type and amount of force was appropriate and reasonable for the circumstances, and if administrative rules, policies, and post orders were followed. The Warden reviews the submission and may refer any use of force incident to the two person use of force committee or to the Chief Inspector. The Warden must refer an incident to a use of force committee or the Chief Inspector. The Warden **must** refer an incident to a use of force committee or the Chief Inspector in the following instances:

- Factual circumstances are not described sufficiently.
- The incident involved serious physical harm.
- The incident was a significant disruption to normal operations.
- Weapons, PR-24 strikes or lethal munitions were used.

W

- Warden – Managing officer of each correctional institution.

Ohio Department of Rehabilitation and Correction Institution Acronyms

Allen Oakwood Correctional Institution.....	AOCI
Belmont Correctional Institution	BECI
Chillicothe Correctional Institution	CCI
Correctional Reception Center	CRC
Dayton Correctional Institution	DCI
Franklin Medical Center	FMC
Richland Correctional Institution.....	RICI
Lake Erie Correctional Institution	LAECI
Lebanon Correctional Institution.....	LECI
London Correctional Institution.....	LOCI
Lorain Correctional Institution.....	LORCI
Madison Correctional Institution	MACI
Mansfield Correctional Institution	MANCI
Marion Correctional Institution.....	MCI
Noble Correctional Institution	NCI
North Central Correctional Complex.....	NCCC
Northeast Reintegration Center.....	NERC
Ohio Reformatory for Women	ORW
Ohio State Penitentiary	OSP
Pickaway Correctional Institution	PCI
Richland Correctional Institution.....	RICI
Ross Correctional Institution	RCI
Southeastern Correctional Complex-HCF	SCC-HCF
Southeastern Correctional Complex-SCI	SCC-SCI
Southern Ohio Correctional Facility.....	SOCF
Toledo Correctional Institution.....	TOCI
Trumbull Correctional Institution.....	TCI
Warren Correctional Institution.....	WCI

D. ENDNOTES

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- ⁱⁱ Commission on Accreditation for Corrections. Standards Compliance Accreditation Audit. June 12-14, 2013. p.2.
- ⁱⁱⁱ Ohio Department of Rehabilitation and Correction, "Institution Counts: OSP," provided on February 2, 2015.
- ^{iv} Ibid.
- ^v Ohio Department of Rehabilitation and Correction. Accessed at <http://www.drc.ohio.gov/web/Reports/staffing/February%202015.pdf>
- ^{vi} Commission on Accreditation for Corrections. p.25.
- ^{vii} Bureau of Internal Audits and Standards Compliance, Full Internal Management Audit for Ohio State Penitentiary, April 4, 2014.
- ^{viii} Ibid.
- ^{ix} Significant Incident Summary reports provided by Ohio State Penitentiary for the following periods: January 2013 – December 2013, January 2014 – December 2014.
- ^x Ibid.
- ^{xi} Significant Incident Summary reports provided by Ohio State Penitentiary for the following periods: January 2012 – December 2012, January 2013 – December 2013.
- ^{xii} Significant Incident Summary reports provided by Ohio State Penitentiary for the following periods: January 2013 – December 2013, January 2014 – December 2014.
- ^{xiii} Ibid.
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- ^{xvi} Ibid.
- ^{xvii} Ibid.
- ^{xviii} Ibid.
- ^{xix} Information provided by the Department of Rehabilitation and Correction, October 21, 2014.
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- ^{xxiv} Significant Incident Summary reports provided by Ohio State Penitentiary for the following periods: January 2012 – December 2012, January 2013 – December 2013.
- ^{xxv} Monthly use of force reports submitted by each institution to CIIC.
- ^{xxvi} Information provided by the Department of Rehabilitation and Correction, January 24, 2014 and October 8, 2014.
- ^{xxvii} Information provided by the Ohio Department of Rehabilitation and Correction, April 22, 2013 and January 24, 2014.
- ^{xxviii} Information provided by the Department of Rehabilitation and Correction, January 24, 2014 and October 8, 2014.
- ^{xxix} Ohio State Penitentiary, staff communication, February 2, and February 5, 2015.
- ^{xxx} Ibid.
- ^{xxxi} Ibid.
- ^{xxxii} Information provided by the Department of Rehabilitation and Correction, January 12, 2015.
- ^{xxxiii} Ibid.
- ^{xxxiv} Information provided by the Department of Rehabilitation and Correction, October 8, 2014.
- ^{xxxv} Ohio Department of Rehabilitation and Correction, Recovery Services FY 2014 Annual Report.
- ^{xxxvi} State of Ohio Standard Inspection Report, Ohio State Penitentiary, June 28, 2014 and November 1, 2014.

- xxxvii DRC Operation and Management Food Service evaluation, Ohio State Penitentiary, November 12, 2014.
- xxxviii DRC Operation and Management Food Service evaluation, Ohio State Penitentiary, January 14, 2015.
- xxxix Aramark staff communication, February 2, 2015.
- xl Ibid.
- xli Ohio State Penitentiary Correctional Institution Fiscal Year 2014 Budget Status Report. Provided February 2, 2015.
- xlii Ohio State Penitentiary Correctional Institution Fiscal Year 2015 Budget Status Report. Provided February 2, 2015.
- xliii Department of Rehabilitation and Correction Office of Administration: Bureau of Fiscal Audits. Ohio State Penitentiary Correctional Institution. May 7, 2013 through July 9, 2013. Report Finalized: February 2014.
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- xlv Department of Rehabilitation and Correction Total Institutional Overtime Fiscal Year 2008-2014, Ohio State Penitentiary Correctional Institution August 2014.
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- xlvi Ibid.
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- liv Ohio State Penitentiary Correctional Institution, Capital Improvement Requests, provided on February 2, 2015.
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- lx Ibid.
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- lxv CY 2013 DRC Performance Evaluations, Ohio State Penitentiary Correctional Institution, January 2014.
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