CIIC

Trumbull Correctional Institution

March 16, 2015
March 18, 2015
March 23, 2015

Katelyn Gibbons,
Report Coordinator

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

Dates of Inspection:	March 16, 2015
	March 18, 2015
	March 23, 2015
Type of Inspection:	Unannounced
Legislators/CIIC Staff Present:	Joanna E. Saul, Director
	Representative Michael O'Brien
	Representative Sean O'Brien
	Darin Furderer, Corrections Analyst II
	Adam Jackson, Corrections Analyst II
	Margaret Ogonek, Corrections Analyst I
	Lanny Sacco, Corrections Consultant
	Karin Nordstrom, CIIC Fellow
	Whitney Pesek, CIIC Fellow
	Nicolette Angelo, CIIC Intern
	Katelyn Gibbons, CIIC Intern
Facility Staff Present:	Warden Christopher LaRose
	CIIC spoke with many additional staff throughout the course of the inspection.

Institution Overview

Trumbull Correctional Institution (TCI) is a close security male prison, housing Level 1 (minimum) and Level 3 (close) security inmates. The facility is comprised of the main compound and a minimum camp. The facility opened in 1992 and is located on 130 acres in Leavittsburg, Ohio.[i]   In FY 2014, TCI was approved for a budget of $29,515,344.05.[ii]

As of March 16, 2015, the institution housed 1,520 inmates.[iii]   Demographically, 60.9 percent of the inmates are classified as black, 35.9 percent as white, and 3.3 percent as another race. The average inmate age was 35.4 years.[1][iv]   As of March 1, 2015, TCI employed 353 total staff, of which 216 are security staff.[v]

The institution scored 100 percent compliance on the most recent ACA audit for mandatory standards,[2] and 99.8 percent on non-mandatory standards.[3,4][vi]   In its most

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[1] The youngest inmate was listed as 18.3 years of age and the oldest inmate was listed as 86.2 years of age.
[2] TCI was compliant on each of the 56 applicable mandatory standards.

recent full internal management audit,[5] TCI was 100 percent compliant on mandatory standards[6] and 99.3 percent compliant on non-mandatory standards.[7][vii] Of the Ohio Standards, the facility was 84.5 percent compliant on the applicable standards.[8][viii]

Executive Director Overview

Trumbull Correctional Institution remains the safest, cleanest, and most rehabilitative Level 3 prison in Ohio. The facility is led by a Warden who was praised by both inmates and staff and the overall culture of TCI is positive. The facility offers a number of opportunities that are uncommon in higher security facilities, promoted by positive and progressive staff.

Looking at **Safety and Security**, churning of the population has resulted in a large increase in disciplinary convictions for violence, but overall violence remains below the comparator prison rate and large disturbances have decreased. Further, administrative staff are very proactive at tracking violence indicators and intelligently managing the population. Preservation of video documentation of use of force incidents could be improved, but the overall review of use of force was positive. A lower percentage of inmates tested positive for substance use than at comparator prisons. The large majority of inmates reported that they felt safe and staff security management measures were positive.

Under **Health and Wellbeing**, the facility was very clean with very few maintenance concerns. Medical services were good with adequate staffing and no backlogs; the review was similarly positive for mental health services. The private food service vendor is reportedly operating well at TCI and there are two incentive-based work programs for inmates in food services. Recreation facilities and operations were good. The only area to be rated in need of improvement in the entire institution was recovery services, which has traditionally had staffing issues at TCI: in the 2015 inspection, inmate participation in recovery service programming continues to be exceptionally low.

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[3] TCI was compliant on 426 of 427 applicable non-mandatory standards. The standard in which TCI was not in compliance was pertaining to unencumbered space in living space.

[4] The most recent audit by the Commission on Accreditation for Corrections was conducted on June 10-12, 2013.

[5] The full internal management audit was conducted on June 17-19, 2014.

[6] TCI was compliant in 57 of the 57 applicable mandatory standards.

[7] Three of the non-mandatory standards were found in non-compliance. The standards in which TCI was found not in compliance were related to unencumbered space of cells, volunteer feedback, and dental care.

[8] TCI was compliant on 87 of 103 applicable Ohio Standards. The standards in which TCI was not in compliance with were pertaining to STG committee meetings, case plan reviews, ORAS assessment, program interventions for high-risk offenders, unit management quarterly reports, the facility's local written hazard communication program, maintenance electronic work order log, respirators, notification of the Safety and Health Coordinator regarding construction plans, fire prevention and evacuation plan, mental health documentation, mental health screenings and evaluations, nursing telephone triage, infirmary documentation, medical continuous quality improvement meetings, and location of active assets in OAKS AMS report.

Turning to **Fair Treatment**, staff/inmate interactions are very positive, with few concerns relayed by inmates and several positive comments made regarding staff, including regarding the Warden. Staff are responsive to inmate complaints. The inmate disciplinary system was rated lower primarily due to the lack of assessment of inmates on the mental health caseload, although this was reportedly due to miscommunication regarding a proposed policy change. Segregation was acceptable and would have been rated higher if not for the triple-celling at the time of the inspection and some concerns regarding documentation and conditions; however, segregation inmates did not voice concerns, staff clearly take pride in the unit, and programming in segregation is being expanded.

The area where TCI truly differentiates itself from other Level 3 institutions is in **Rehabilitation and Reentry**. There are programs and purposeful activities at TCI that are not seen elsewhere in higher security facilities, including a Health and Wellness unit, a sizeable music and art program, a ONE Stop shop, and opportunities for apprenticeship enrollment. In terms of educational programming, the rate of academic enrollment is significantly higher than comparator prisons, although GED achievement dropped. The library is open for a large number of hours, although it did not offer any special programs to encourage literacy. In terms of reentry, the ONE Stop is wonderful for the higher security population; further, in a review of release plans, all were completed, which is very unusual. Completion of unit programs could be improved, but overall the facility appears to be doing an excellent job preparing higher security inmates for release.

Last, **Fiscal Accountability** was also positive. TCI has scored relatively high on its fiscal audits and overtime management appears good. Recycling revenues were very high and TCI had both a sustainability program for inmates, as well as utilized inmate reclaimers to ensure recycling collection. Utility usage did increase significantly, but this is believed to be due to the re-opening of the minimum camp. Staff management is considered exceptional due to the very positive officer survey responses, 100 percent completion of evaluations, 100 percent training completion, and FY 2015 turnover is on pace to reflect a substantial decrease.

I. INSPECTION SUMMARY

SAFETY AND SECURITY: GOOD[9]

INDICATORS	RATING	FINDINGS
Violence Outcome Measures	**Acceptable**	• The rate of inmate disciplinary convictions for assaults increased by 30.1 percent during CY 2014 in comparison to CY 2013. However, the rate of inmate disciplinary convictions for assaults for CY 2014 at TCI was the lowest of all the comparator prisons and lower than the DRC average. • The rate of rule 19 convictions for CY 2014 increased 33.6 percent compared to CY 2013. The rate of rule 19 convictions for CY 2014 at TCI was slightly more than the comparator prisons and significantly more than the DRC average. • There have been zero homicides during the past two years.
Disturbances	**Good**	• In FY 2014, TCI reported two disturbances. The rate of disturbances decreased in comparison to FY 2013, in which six disturbances were reported. • The rate of disturbances in FY 2014 was significantly less than the comparator prisons and less than the DRC average.
Use of Force	**Good**	• During CY 2014, the facility reported 136 use of force incidents, which was an increase of 25.9 percent compared to CY 2013. • A review of use of force incidents indicated that officers' responses to incidents appeared to be appropriate, with one exception. In addition, video documentation was available for half of the incidents reviewed, staff appropriately referred incidents for investigation when necessary, few

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[9] 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.

		documentation errors were present, inmates were seen within an hour following the use of force incident, and there were a very low number of injuries. • However, several incidents indicated video was available, but the footage could not be located and planned use of force incidents did not follow proper documentation policy.
Control of Illegal Substances	**Good**	• During CY 2014, 1.0 percent of the inmates tested positive for the presence of an illegal substance, which decreased in comparison to FY 2013. The percentage of inmates who tested positive in CY 2014 at TCI was significantly less than comparator prisons as well as the DRC average. • During CY 2014, the institution drug tested 50 inmates for programs and 271 for cause.
Inmate Perception of Safety	**Good**	• 70.3 percent of survey respondents on the main compound and 91.3 percent at the minimum camp reported they are very safe, safe, or neutral (in terms of safety). • Open-ended survey responses did not indicate any concerns with inmate safety on the main compound. Several survey responses at the minimum camp indicated safety as one of the most positive aspects of the facility. • The institution had seven inmates in segregation for refusal to lock, but no inmates under PC investigation or approved PC placement on the day of the inspection.
Unit Security Management	**Good**	• Officers documented rounds in the requisite 30 minute, staggered intervals with a few exceptions on third shift. • Officers were consistent for the documentation of required shakedowns with a few exceptions. • CIIC's review of cells indicated minor security concerns with towels on the floor. The review of bunk areas at the camp indicated no issues of inmates hanging items in bunk areas. • There were three overdue security classification reviews that were

		unaccounted for on the day of the inspection, which is very low.
Institutional Security Management	**Exceptional**	• Executive staff members, with a few exceptions, are consistently making the required rounds in housing units based on a review of employee sign-in logs. • Staff maintain an extensive tracking system of acts of violence with a breakdown by type, location, and shift. The institution also has a detailed tracking report for contraband found in the facility. • The number of rule 17 (unauthorized group activity) convictions appears to be in line with their STG population. • There have been zero escapes and zero attempted escapes during the past two years.
Prison Rape Elimination Act (PREA)	**Deferred**	• The facility has not yet been audited for PREA compliance. • PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units. • A similar percentage of inmate survey respondents indicated they knew how to report sexual contact in comparison to the DRC average. • Staff reported 15 PREA cases in CY 2014, of which one was an allegation against a staff member and 14 were allegations against another inmate. The one staff allegation was unfounded. Of the 14 inmate-on-inmate allegations, nine were unfounded and five were unsubstantiated. • Negatively, staff did not always make an announcement that a female was entering the housing unit.

HEALTH AND WELLBEING: GOOD

INDICATORS	RATING	FINDINGS
Unit Conditions	**Good**	• Each of the housing units appeared to be clean and were rated as good based on the cleanliness of the floors and overall appearance. • There were a small number of maintenance issues reported regarding showers. Staff relayed maintenance concerns are usually handled within one to two days. • All of the phones, drinking fountains, ice machines, microwaves and laundry facilities were operational at the time of inspection. • Shower conditions were generally rated as good, including the shower facilities at the camp, with a few exceptions. • All first aid boxes were properly secured, with the exception of 13E and 13W.
Medical Services	**Good**	• Medical facilities were observed to be in good condition. • Staffing levels appear to be adequate to meet the medical needs of the inmate population. • Inmate focus groups were generally positive regarding medical care at TCI. • Staff reported no backlog for Nurse Sick Call, Doctor Sick Call and Chronic Care clinics. • The percentage of Chronic Care No-Shows/AMA for the past six months was calculated to be exceptionally low. • The most recent Internal Management Audit reported three concerns.
Mental Health Services	**Good**	• Staffing levels appear to be sufficient given the numbers of individuals on the caseload. • Staff reported no backlog for mental health services. • Communication between other departments is above average and allows staff to be proactive rather than reactive. • Staff provides programming in segregation and assessment post-

		segregation is done when clinically necessary. • The most recent Internal Management Audit reported two concerns. • Negatively, the number of mental health programs offered to inmates is low.
Recovery Services	**In Need of Improvement**	• The numbers of inmates currently participating in programming is exceptionally low. • TCI only offers one AOD program in addition to the treatment programming. • Outreach to inmates' families is extremely limited and inmates are not connected to community recovery resources prior to release. • Positively, in FY 2014, program termination rates were lower than the DRC average.
Food Services	**Good**	• The institution passed its most recent health inspection and its most recent evaluations by the DRC Food Service Contract Monitor with scores of 92.0 percent and 89.0 percent. • TCI has an incentive-based work program. Also, eight of the inmates were expected to graduate soon from the IN-2-Work program. • Meals sampled by CIIC was rated as good and acceptable. • Negatively, 78.8 percent of the inmate survey respondents were unsatisfied with the food. The responses from inmates were significantly more negative than the responses from TCI inmates during the 2013 inspection.
Recreation	**Good**	• Physical facilities appeared clean and were in use during the inspection. • Inmates are offered a good selection of activities for recreation. • TCI has a sizeable music program and an art area. • Inmate focus group participants relayed that recreation seldom is shut-down and survey respondents reported moderately low satisfaction with recreation.

FAIR TREATMENT: GOOD

INDICATORS	RATING	FINDINGS
Staff/Inmate Interactions	Good	• Inmate survey responses were generally positive regarding staff/inmate interactions. Open-ended survey responses included a number of positive comments regarding staff, including the Warden. • Vulnerable inmate focus groups were positive regarding the institution. • It was not clear that there was a strong accountability system, but there also did not seem to be concerns regarding staff/inmate interactions.
Inmate Grievance Procedure	Good	• Access to the grievance procedure appeared good, although the Inspector could increase her presence and familiarity with the inmates. • Staff responsiveness to informal complaints was very good; however, grievance extensions were somewhat high. • Random reviews of informal complaint and grievance responses did not raise any concerns. • The Inspector relayed some steps to provide oversight and accountability of the grievance procedure.
Inmate Discipline	Acceptable	• TCI's RIB panel followed standard hearing procedures and ensured that inmate rights were observed. The review of relevant evidence was good. • There were some due process concerns as not all inmates on the mental health caseload were assessed by mental health staff prior to the RIB hearing and two of the reviewed cases were heard outside of the requisite seven days with no reason stated. • Sanctions appeared in line with the rule violation, although there was some wide variation in the sanction for the same violation. • Several inmates relayed positive comments regarding the RIB Chair, which is unusual.
Segregation	Acceptable	• The overall percentage of inmates in segregation is low for the security classification and inmates are not in segregation for overly extended

		periods of time. However, there were nine cells that had more than two inmates in them at the time of the inspection. • The population is in line with mental health demographics, but there is a greater representation of black inmates in segregation. • Conditions were overall good and the cells appeared clean, although there was a substantial amount of STG-related graffiti. There were almost no maintenance issues and staff relayed that maintenance concerns are taken care of the same day. • Staff accountability – rounds, shakedowns, log sheets – appeared good, although shakedowns were missing on first shift. • Segregation inmates have access to a variety of staff and activities. The institution has recently added programming booths that will further increase out-of-cell programming time.

REHABILITATION AND REENTRY: GOOD

INDICATORS	RATING	FINDINGS
Access to Purposeful Activities	**Good**	• TCI significantly increased apprenticeship enrollment from FY 2013 to FY 2014 and provided apprenticeship enrollment at a higher rate than both the comparator prisons and the DRC average in FY 2014. • TCI had eight inmate groups with a combined total of 293 inmate participants, which represents approximately 19.3 percent of the total inmate population. • TCI operates a wellness unit, which encompasses an entire housing unit for inmates dedicated to their health and wellness. • Negatively, at the time of inspection, there were only four unit-based, reentry-approved programs with a total of 36 inmates enrolled and 598 inmates on the combined waitlists.
Educational Programming	**Good**	• The rate of academic enrollment is higher than the DRC average and significantly higher than comparator prisons.

		• TCI decreased the rate of inmates on the waitlist compared to those enrolled in academic programming and maintained a rate of inmates on the waitlist to those enrolled lower than comparator prisons and the DRC average. • For the most recent quarter, TCI had an overall classroom capacity of 100.3 percent, which is excellent. • The rate of GED's earned by TCI inmates in FY 2014 was lower than both the comparator prisons and the DRC average.
Library	**Acceptable**	• The library has a large seating area with nine tables and 17 chairs, a small room designated for legal work with four computers, a work room for library/legal aid workers, and the librarian's office. • A total of five inmate workers are employed by the library. In addition, there are three inmates who volunteer in the library. • On average, an inmate has open access to the library for approximately 4.5 hours per week, with the possibility of 3.5 additional hours per week with a pass. • Negatively, the library does not offer any special programs to encourage literacy.
Ohio Penal Industries	**N/A**	• TCI does not operate an OPI shop.
Reentry Planning	**Acceptable**	• In a review of past releases, it was determined that 100 percent of the reviewed RPLANs were completed by the time the inmate was released, which is very positive. • The most recent job fairs for the main compound and the camp were held on October 20, 2014 and November 3, 2014, respectively. Eight community agencies participated in the main compound job fair, while 17 community agencies participated in the job fair at the camp. • Inmates have access to the ONEStop Center, which assists inmate with job preparation and skills needed to succeed upon release back into society. However, approximately half of survey respondents indicated

		that they do not know where to find reentry information on the compound, while only 38.8 percent of camp survey respondents indicated knowing where to find reentry information. • Negatively, unit program completions comprised 6.3 percent of the inmate population, which seemed low.

FISCAL ACCOUNTABILITY: GOOD

INDICATORS	RATING	FINDINGS
Fiscal Wellness	**Good**	• In FY 2014, TCI used less than their allocated funds. • Although TCI increased their overtime in FY 2014, they are on pace to significantly decrease their overtime for FY 2015. • In CY 2014 TCI increased their property settlement rate. However, their settlement rate was still less than comparative prisons. • Negatively, the institution scored only 75.0 percent on their external audit and 88.9 percent on their Ohio Standards audit.
Environmental Sustainability	**Good**	• TCI increased their FY 2014 recycling revenue by 38.4 percent. • On the day of the inspection, TCI had 15 inmates enrolled in the "Roots of Success" sustainability program. • In FY 2014, TCI increased their utility usage in gas, water, and electric. However, the increase in utility costs were due to the opening of the 500-bed camp.
Staff Management	**Exceptional**	• Correctional officer interviews and survey responses indicate that officers have a very positive opinion of their workplace environment and their administration. • In CY 2014, TCI staff completed 100.0 percent of their required performance evaluations. • TCI staff completed 100.0 percent of their training. • In FY 2014, TCI increased their turnover ratio. However, as of March

		2015, TCI had only a 3.6 percent turnover ratio.

RECOMMENDATIONS SUMMARY

- Develop additional strategies to reduce the violence (including assaults and fights).

- Ensure that video documentation of uses of force is preserved per DRC policy. Ensure that procedures for planned uses of force are followed in accordance with DRC policy.

- Ensure that females are announced when they enter a housing unit.

- Ensure first aid box in 13-East and 13-West is secured and contains the appropriate supplies.

- Ensure documentation of cleaning schedule is up-to-date in the medical department.

- Ensure officer thoroughly examines mouths during pill-call.

- Develop strategies to ensure dental staff responds to kites related to dental needs.

- Develop strategies to increase the number of mental health programs offered in addition to the number of participants.

- Develop strategies to increase the number of individuals participating in recovery service programming.

- Ensure additional oversight of food service operations from some of the executive staff.

- Ensure that all inmates on the mental health caseload are evaluated by mental health staff prior to the RIB hearing.

- Develop strategies to eliminate triple-celling segregation.

- Ensure that shakedowns in segregation are properly documented on the electronic log.

- Ensure that the outdoor recreation areas in segregation are fully cleaned, which could include increasing the use of porters.

- Evaluate camp inmate concerns' regarding access to telephones and visitation.

- Develop strategies to reduce inmate property loss settlements.

- Evaluate increase in utility usage.

ADDITIONAL SUGGESTIONS

- Consider distributing mental health caseload to executive staff.

- Consider developing strategies to increase incorporation of inmate families in recovery service programming and ways.

- Consider ways recovery service staff can connect inmates with community recovery resources in preparation for reentry.

- Consider offering more recreational activities at the camp.

- Consider addressing the condensation issues on the gymnasium floor.

- Consider increasing the presence of the Inspector on the housing units and in segregation.

- Consider developing strategies to reduce the number of extended grievance dispositions.

- Consider increasing the amount of evidence considered by RIB, to include some evidence for every case.

- Consider evaluating the range of sanctions for the same rule violations.

- Consider evaluating the higher representation of black inmates in the segregation population.

- Consider implementing strategies to reduce the amount of STG-related graffiti in the segregation cells.

- Consider initiatives to increase GED achievement, including greater use of inmate tutors.

- Consider developing initiatives to increase inmate attendance for educational programming.

- Consider developing programs available through the library, such as book clubs and study tables.

- Consider ways to increase reentry approved program completions.

- Consider ways to advertise TCI's ONE STOP Shop to the inmate population.

- Consider developing additional inmate sustainability programs.

- Consider developing retention initiatives.

DRC RESPONSE

Issue	Problem noted by CIIC	Person Responsible

Recovery Services	***In Need of Improvement***
	• *The numbers of inmates currently participating in programming is exceptionally low.*
	
	TCI Recovery Services is currently working under a Plan of Action to bring the TCI Recovery Services in compliance with ODRC policies, protocols, audit standards, licensing standards, and the 2014 – 2017 Reorganization Plan goals. Staff is being systematically coached and monitored by the RRSA to ensure compliance attainment.
	
	1. *Staff has been instructed on the guidelines for placing inmates in treatment groups:*
	   - *Only those with RSL R2 or R3 are to be enrolled*
	   - *Must have enough time left on sentence to complete program*
	   - *15 inmates per group to start TRP*
	
	2. *Staff will discuss cases with RRSA/Supervisor before discharging participant from treatment group for any reason including RIB/Segregation*
	.
		DWSS, RRSA, Supervisor when hired after 7/1/15.

Issue	Problem noted by CIIC	Person Responsible

Recovery Services	***In Need of Improvement***
	• *TCI only offers one AOD program in addition to the treatment programming*
	
	1. *TCI Recovery Services currently meets the minimum level of program services required by ODRC policy.*
	   - *1 Intensive Outpatient group at TCI and 1 group at TCC*
	   - *AA and NA support groups held at both TCI and TCC*
	
	   - *Additionally at the request of the TCI Warden, a continuous AOD Education group for those receiving a positive drug test at TCI is provided*
		DWSS, RRSA, Supervisor when hired after 7/1/15.

	4 days per week. This is not currently required by ODRC policy.
	
	2. *As the staff becomes more proficient in duties (i.e. compliance as stated above, and also learns the electronic healthcare record system eCW) access to care and client service contact will be increased*
	
	3. *Access to care and client service contacts can be expected to increase as additional staff will be added in FY 2015:*
	    1 Supervisor
	    1 Counselor	

Issue	Problem noted by CIIC	*Person Responsible*
Recovery Services	**In Need of Improvement** • *Outreach to inmates' families is extremely limited and inmates are not connected to community recovery resources prior to release.* 1. *TCI Recovery Services is not currently required to facilitate a family component* 2. *TCI Recovery Services staff has been instructed to ensure that Community Recovery Resource information is made available to inmates participating in treatment programs or Recovery support groups*	*DWSS, RRSA, Supervisor when hired after 7/1/15.*

Issue	Problem noted by CIIC	*Person Responsible*
Recovery Services	**Recommendations** • *Develop strategies to increase the number of individuals participating in recovery service programming.* *The number of individuals participating in programs is expected to increase as:* *:* 1. *Staff becomes more knowledgeable and proficient in ODRC policies,*	*DWSS, RRSA, Supervisor when hired after 7/1/15.*

	protocols, audit standards, licensing standards, and the 2014 – 2017 Reorganization Plan goals
	
	2. *Staff has been instructed on the guidelines for placing inmates in treatment groups:*
	      - Only those with RSL R2 or R3 are to be enrolled
	      - Must have enough time left on sentence to complete program
	      - 15 inmates per group to start TRP
	
	3. *Staff will discuss cases with RRSA/Supervisor before discharging participant from treatment group for any reason including RIB/Segregation*
	
	4. *Access to care and client service contacts can be expected to increase as additional staff will be added in FY 2015:*
	      1 Supervisor
	      1 Counselor	

Issue	Recommendation noted by CIIC –	
	• Develop additional strategies to reduce the violence (including assaults and fights).	
Violence Reduction	1. Addition of a fight map in the operations area. Will reflect each fight, to include shift/race/STG affiliation 2. Continue to share violence indicators and trend 3. Continue to make data driven decisions 4. Assign B2B committees based on available data 5. Require all standing committees to meet monthly 6. Increase meaningful activities	*Person Responsible* • Major Davis • UMC Carroll
	Comments	

Issue	Recommendation noted by CIIC –	
	• Ensure that video documentation of uses of force is preserved per DRC policy. Ensure that procedures for planned uses of force are followed in accordance with DRC policy.	
UOF Videos	1. All incident video will be labeled and placed into the TCI Video file. 2. There will be a folder designated for each year 3. The UOF Summary report will include the exact title of the video 4. The Chief of Security will ensure the video plays when reviewing UOF packets. 5. Supervisor training during monthly Operations meetings	*Person Responsible* • Major Davis
	Comments	

Issue	Recommendation noted by CIIC –	
	• Ensure officer thoroughly examines mouths during pill-call.	
Pill Call	1. Proper language will be reflected in the post order 2. A roll call read will be issued to remind staff 3. Supervisors will follow up during rounds 4. QIC will also follow-up with spot checks 5. Provide additional training to assigned staff (hip pocket)	*Person Responsible* • Major Davis • QIC Simpson
	Comments	

Issue	Recommendation noted by CIIC –	
	• Ensure that females are announced when they enter a housing unit	
PREA	1. Proper language is reflected in the post order 2. A roll call read will be issued to remind staff 3. Supervisors will follow up during rounds 4. Department heads, executive staff and ADO staff monitoring 5. Scheduled to install electronic automation in 2016	*Person Responsible* • All staff
	Comments	

Issue	*Recommendation noted by CIIC* – • Develop strategies to eliminate triple-celling segregation.	
Triple Bunk	1. Review of conduct reports. 2. Completion of all investigations within 7 days 3. Completion of Refusal to Lock tickets with 24 hours 4. Increase speed of transfer process 5. Speed up transfer processes for quicker ride-outs 6. Deter MH caseload (SPMI) lock-ups 7. TCI very rarely triple bunked in the last 12 months. This only occurs in extreme circumstances	*Person Responsible* • Major Davis • SMU Manager • RIB Chairman • UMC
	Comments	

Issue	*Recommendation noted by CIIC* – • Ensure that shakedowns in segregation are properly documented on the electronic log.	
Shakedown Logs	1. Proper language is currently in post orders 2. Roll Call read reminder to staff 3. Review of electronic log by the SMU Manager 4. Review of electronic log by Chief of Security 5. Supervisor checks during daily rounds	*Person Responsible* • Major Davis • SMU Manager
	Comments	

Issue	*Recommendation noted by CIIC* – • Ensure that the outdoor recreation areas in segregation are fully cleaned, which could include increasing the use of porters.	
Segregation Outdoor Recreation	1. Issue was addressed on the spot during inspection 2. SMU Manager will ensure regular use of the porters 3. Post Order language to address use of porters 4. Thorough cleaning in preparation for IMA 5. Inspect daily by supervisors, department heads and ADO	*Person Responsible* • Major Davis • SMU Manager
	Comments	

Issue	Recommendation noted by CIIC –	
	• Evaluate camp inmate concerns' regarding access to telephones and visitation.	
TCC Phone/Visit Access	1. Visitation process was changed effective March 1, 2015 to ensure more offenders are permitted access to visitation and for longer periods of time 2. Additional telephones were added to the camp for a total of 12 phones per dorm 3. Phones are available at all times except count and evening lockdowns	*Person Responsible* • UMC • C Unit Manager
	Comments	

Issue	Recommendation noted by CIIC –	
	• Ensure additional oversight of food service operations from some of the executive staff.	
Food Service Oversight	1. BA3 Scott will oversee all contractual related issues with Aramark. 2. DWSS Bowen will oversee all administrative issues related to Aramark 3. DWO Harris will oversee any security issues related to Aramark 4. ADO will continue to monitor meals and conduct daily inspection 5. Aramark to attend weekly Executive Staff meetings	*Person Responsible* • Warden • Ms. Reamensnyder
	Comments	

Issue	Recommendation noted by CIIC –	
	• Develop strategies to reduce inmate property loss settlements	
Inspector	1. A thorough pack up sheet needs to be done when ever and inmate goes out to court, Medical trip or Special management unit or transferring out of the institution 2. When and inmate comes into the institution the inmate should have a 2.4 done on their property and items that are not permitted into the institution shall be taken as contraband 3. All electronics should be tested and this should be documented on the pack up sheet every time a pack up sheet is completed 4. If an inmate states that an item is missing this should be documented and a theft/loss report needs to be completed as soon as possible 5. A Sgt. has now been assigned to the property vault	*Person Responsible* • Officers • Sergeants • Unit managers • Inspector

	6. QA monitoring by IIS monthly 7. B2B recommendations to be implemented
	Comments

Issue	*Recommendation noted by CIIC –* • Assurance of up to date Cleaning schedule in Medical Department.	
Medical Sanitation	1. Will create a new duty/ cleaning schedule document that will reflect an area for the officer and or inmate porter to check/initial off each day/shift 2. Will have CQI to monitor effectiveness of the schedule and compliance each month x 3 then per CQI calendar 3. H&S monthly monitoring 4. HCA daily monitoring 5. Supervisor monitoring during daily rounds	*Person Responsible* • HCA • QIC • Asst. HSA • Infirmary officer • Supervisors
	Comments	

Issue	*Recommendation noted by CIIC –* • Development of strategies to ensure timely response by Dental staff to kites related to dental needs.	
Dental Responses	1. This issue had been identified and discussed prior to CIIC visit upon spot check after CIIC visit dental staff has corrected the issue by making a copy of the kite when used as the health service request form by the inmate for scheduling purposes and for dental chart file. 2. Will have CQI monitor each month x3 to assure compliance and then per the CQI calendar 3. DWSS will review and monitor weekly	*Person Responsible* • HCA • QIC • Dental Tech/Scheduler • DWSS
	Comments	

Issue	Recommendation noted by CIIC – • Evaluate increase in utility.	
Utilities	1. The State of Ohio Natural Gas Aggregation Program was transferred from FirstEnergy Solutions to Summit Energy, effective July 1, 2013. As a result, this change increased the average gas transport cost, per MCF, by 27%. The gas supplier cost had a slight increase of 7%. Gas usage also increased by 27%. These factors caused the substantial increase in the gas utility costs from FY2013 to FY2014 2. FY2014, TCI Camp re-opened and increased the inmate population by approximately 500 inmates or 50%. 3. The Sustainability Committee will continue to monitor and explore options to reduce utility costs	*Person Responsible* • CWA • Maintenance Superintendent • Sustainability Committee members
	Comments	

Issue	Recommendation noted by CIIC – • Ensure first aid box in 13-East and 13-West is secured and contains the appropriate supplies.	
H&S	1. The first aid box was sealed with proper supplies on the same day of the CIIC visit 2. First aid boxes are checked during monthly rounds by H&S Officer 3. Log daily checks by assigned officers 4. Checked during supervisory rounds 5. Correctional Counselor monitoring	*Person Responsible* • H& S Coordinator • Correction Officers • Supervisors • Correctional Counselors
	Comments	

Issue	Recommendation noted by CIIC – Develop strategies to increase the number of mental health programs offered in addition to the number of participants.	
Mental Health	1. Each of the 6 clinicians will initially have one group containing from 5-20 participants depending on the group/session 2. TCI will expand as indicated either in number of sessions or additional groups 3. Target date 4-24-2015 for the initial groups 4. DWSS to monitor progression	*Person Responsible* • MHA • DWSS
	Comments	

Issue	Recommendation noted by CIIC – Ensure that all inmates on the mental health caseload are evaluated by mental health staff prior to the RIB hearing	
Mental Health	1. MHA will work with RIB Chair to monitor caseload inmates going to RIB to insure they are assessed prior to the RIB hearing in accordance with policy 2. CWA to monitor 3. RIB reporting and tracking system 4. Segregation placement notifications to MH	*Person Responsible* • MHA • CWA • DWSS
	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 prisons rate; and the DRC average.   Overall, the CIIC inspection team rated violence outcome measures as **ACCEPTABLE**.

Assaults

- The rate of inmate disciplinary convictions for assaults increased by 30.1 percent during CY 2014 in comparison to CY 2013.[10][ix]   However, the rate of inmate disciplinary convictions for assaults for CY 2014 at TCI was the lowest of all the comparator prisons and lower than the DRC average.[11][x]

Fights

- Fights[12] are documented via RIB convictions for rule 19 (fight) violations. The rate[13] of rule 19 convictions for CY 2014 increased 33.6 percent compared to CY 2013.[14][xi]
- The rate of rule 19 convictions for CY 2014 at TCI was slightly more than the comparator prisons and significantly more than the DRC average.[15][xii]

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

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[10] The rate of inmate disciplinary convictions for assaults in CY 2013 was 40.2 per 1,000 inmates. The rate in CY 2014 was 52.3.

[11] The rate of inmate disciplinary convictions for assaults in CY 2014 was 52.3 per 1,000 inmates. The rate of the comparator prisons was 82.2 and the DRC average rate was 56.9.

[12] 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.

[13] 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.

[14] In CY 2013, the facility reported 202 (156.0 per 1,000 inmates) rule 19 convictions; during CY 2014, the facility reported 359 (234.9 per 1,000 inmates) rule 19 violations.

[15] The rate for the comparator prisons was 227.0 per 1,000 inmates and the DRC average was 146.1.

Chart 1
Rule 19 Violation (Fights) Rates[16]
CY 2014
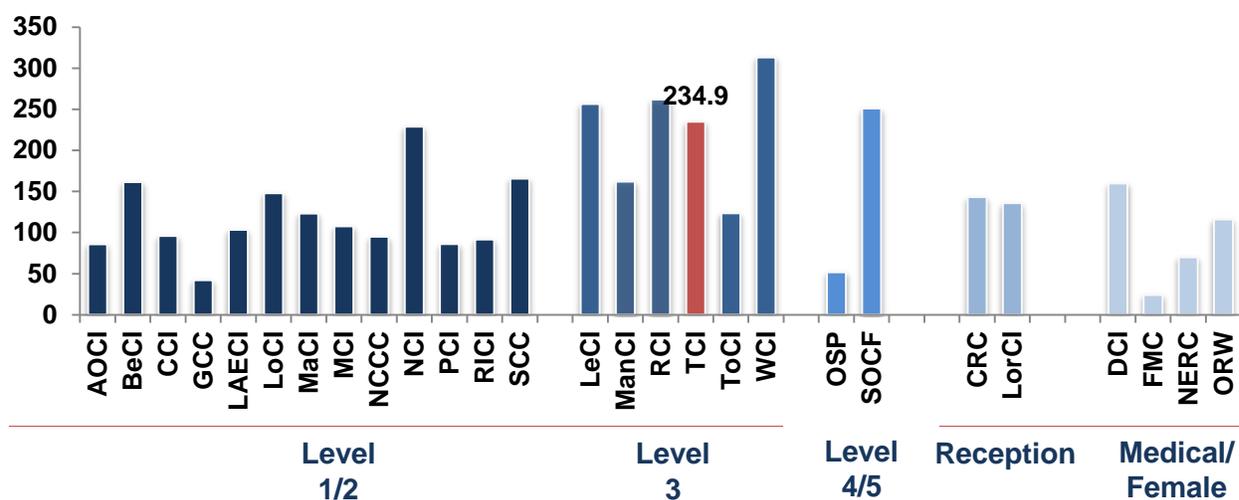
Homicides

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

B. DISTURBANCES[17]

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 prisons rate, and the DRC average. Overall, the CIIC inspection team rated disturbances as **GOOD**.

- In FY 2014, TCI reported two disturbances. The rate of disturbances decreased in comparison to FY 2013, in which six disturbances were reported.[18xiii]
- The rate of disturbances in FY 2014 was significantly less than the comparator prisons and less than the DRC average.[19xiv]

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

[16] Rate is per 1,000 inmates.
[17] Disturbances are defined as any event caused by four or more inmates that disrupts the routine and orderly operation of the prison.
[18] The rate of disturbances at the institution in FY 2013 was 5.5. During FY 2014, the rate was 1.3 per 1,000 inmates.
[19] The rate of disturbances for the comparator prisons was 6.7 and the average for DRC system-wide was 3.2.

Chart 2
Rate of Disturbances by Institution
FY 2014
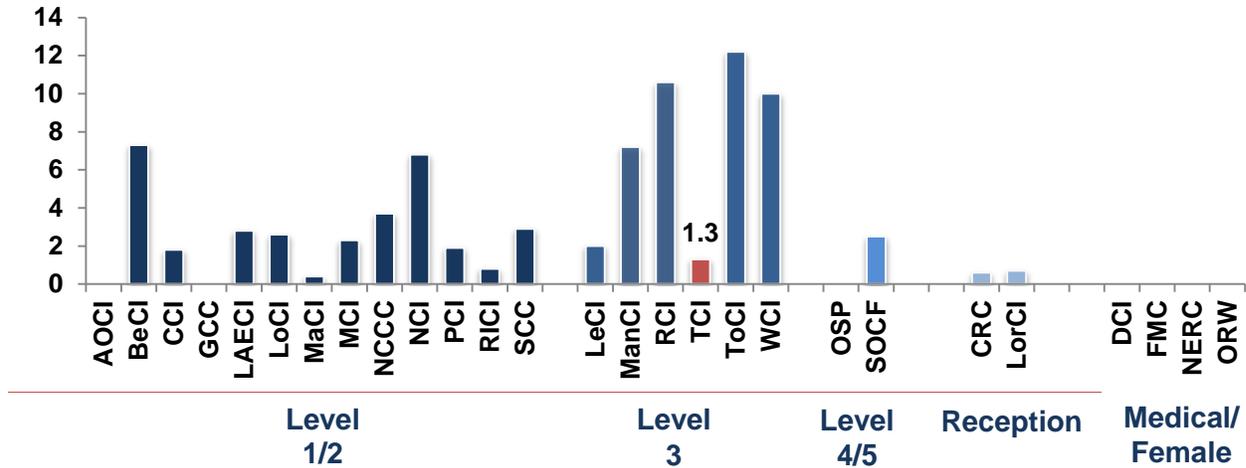
C. USE OF FORCE

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 prisons rate, and the DRC average.   A further evaluation is conducted by reviewing a random sample of completed use of force reports.[20]   Overall, the CIIC inspection team rated use of force as **GOOD**.

Incident Caseload

- During CY 2014, the facility reported 136 use of force[21] incidents.[xv] Compared to CY 2013, in which 108 uses of force were reported, total uses of forces increased by 25.9 percent. The rate of use of force incidents also increased by 6.7 percent.[22]
- The use of force rate for CY 2014 was significantly less than the comparator prisons, but slightly more than the DRC average.[23xvi]
- During CY 2014, chemical agents (mace) were used 118 times.[xvii] This is more than the number used in CY 2013, in which chemical agents were used 76 times.[xviii]

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[20] CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video.
[21] Further information regarding use of force incidents can be found in the Glossary.
[22] The rate of use of force incidents in CY 2013 was 83.4 per 1,000 inmates. During CY 2014, the rate was 89.0.
[23] The use of force rate at TCI in CY 2014 was 89.0 per 1,000 inmates; the comparator prisons rate was 163.9 per 1,000 inmates. The DRC average was 82.3.

Procedural Accountability

- Video documentation was available for half of the incidents reviewed.
- Staff appropriately referred incidents to a use of force committee when necessary.
- Very few documentation errors were present.[24]
- The majority of officer statements reviewed were thorough and clearly stated directives given prior to force.
- Inmates were seen within an hour following the use of force incident.[25]
- A slight majority of inmates provided a statement regarding the use of force incident.[26]

Negatively,
- Several incidents indicated video was available, but the footage could not be located.
- During the review of two planned use of force incidents, one of the incidents was not videotaped per policy. In another incident staff members did not introduce themselves in accordance with policy.[27]

Application of Force

- Officers' responses to incidents appeared to be appropriate, with one exception.[28]
- There were a very low number of injuries.[29]
- Open-ended survey relayed only one concern regarding use of force.
- During CY 2014, 66.4 percent of use of force incidents involved black inmates, 31.3 percent involved white inmates, and 2.3 percent involved inmates of another race.[xix] In comparison to the racial breakdown of the institution there does not appear to be any racial disparities regarding use of force incidents.[30]

Negatively,
- A few of the focus group inmates relayed concerns with use of force incidents they witnessed.[31] In addition, a few inmates said the cafeteria COs are quick to

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[24] Documentation errors included a few unchecked boxes or blanks on cover sheets and a missing officer statement.

[25] There were a few incidents were staff were not evaluated until an hour after the incident.

[26] There were typically two staff signatures when an inmate refused, which is considered a best practice.

[27] Proper procedure requires the team member to have the helmet in hand with helmet number showing during the video introduction.

[28] In one incident force could have been avoided.

[29] Injuries that were noted were minor.

[30] As of March 16, 2015, 60.9 percent of the total institutional population was classified as black; 35.9 percent was classified as white and 3.3 percent as inmates of another race.

[31] One focus group participant relayed that a CO threw an inmate to the floor and slammed his face into the ground because he refused to sign a statement against another inmate. He stated another CO had

spray mace and relayed staff will often justify using mace after an inmate is cuffed by alleging resistance from the inmate.

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 prisons rate, and the DRC average. Overall, the CIIC inspection team rated control of illegal substances as **GOOD**.

- During CY 2014, 1.0 percent of the inmates tested positive for the presence of an illegal substance,[32,33xx] which decreased in comparison to CY 2013.[34xxi]
- The percentage of inmates who tested positive in CY 2014 at TCI was significantly less than comparator prisons as well as the DRC average.[35xxii]
- During CY 2014, the institution drug tested 50 inmates for programs[36,37] and 271 for cause.[38,39]
- In response to CIIC's survey question pertaining to prohibited substances, the majority of inmates reported that prohibited substances are not available.[40] (Please refer to the DRC Inmate Survey results in the Appendix for more information.) However, in CIIC's RIB review, there was a large number of tickets for marijuana possession.

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

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to step in to get the CO off the inmate. Another group participant witnessed a CO grabbing an inmate by the hood and whipping him around after he tried to take food out of the cafeteria.

[32] Each DRC institution conducts monthly urinalysis tests of a random sample of its population. The urinalysis tests for the presence of a broad range of substances. The institution randomly tested 1,146 inmates of which 12 tested positive.

[33] 10 inmates tested positive for THC (marijuana) and two tested positive for opiates. DRC started testing for buprenorphine (suboxone) in June 2014.

[34] In CY 2013, 2.4 percent of inmates tested positive for the presence of an illegal substance.

[35] The average percent of positive drug test results during CY 2014 for the comparator prisons was 4.3 percent. The DRC average was 3.8 percent.

[36] 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.

[37] Zero inmates tested positive during program drug screenings in CY 2014.

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

[39] 129 (47.6 percent) inmates tested positive during for cause drug screenings in CY 2014.

[40] 52 inmates on the main compound and 20 at the minimum camp refused to answer. 37 inmates on the main compound and 28 inmates at the minimum camp indicated that prohibited substances are not available.

safety reasons. Overall, the CIIC inspection team rated inmate perception of safety as **GOOD**.

- 70.3 percent of survey respondents (n=155) on the main compound and 91.3 percent (n=80) at the minimum camp reported they are very safe, safe, or neutral (in terms of safety). This was slightly less in comparison to the 2013 inspection.[41]
- Open-ended survey responses did not indicate any concerns with inmate safety on the main compound; however, there were quite a few responses regarding gang activity. Several survey responses at the minimum camp indicated safety as one of the most positive aspects of the facility.
- All inmates interviewed said they feel safe, both from other inmates and staff.[42]
- The institution had seven inmates in segregation for refusal to lock, but no inmates under PC investigation or approved PC placement on the day of the inspection.

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**.

Officer Rounds

- Officers documented rounds in the requisite 30 minute, staggered intervals with a few exceptions on third shift.[43]

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 with a few exceptions.

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

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[41] 76.0 percent (n=121) on the main compound and 91.4 percent (n=35) at the minimum camp reported they were very safe, safe, or neutral (in terms of safety) during the 2013 inspection.

[42] A few inmates said that some issues with other inmates are instigated by staff. A few of the older inmates reported concerns about the younger inmates and gang issues. No specific areas of the prison were reported as particularly unsafe.

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

locks and cuff ports, inappropriate pictures, clotheslines, and graffiti. CIIC's review of cells indicated minor security concerns with towels on the floor.
- During the inspection, CIIC staff check bunk areas to identify if inmates are hanging items to block officers' direct observation. There were no issues of inmates hanging items in bunk areas.
- The atmosphere in the housing units appeared to be calm.

Security Classification

- Unit staff are required to conduct reviews of inmates' security classification as well as privilege level to ensure proper institutional placement. There were three overdue security classification reviews that were unaccounted for on the day of the inspection, which is very low.

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 **EXCEPTIONAL**.

Executive Staff Rounds

- Executive staff members, with a few exceptions,[44] 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 maintain an extensive tracking system of acts of violence with a breakdown by type, location, and shift. The institution also has a detailed tracking report for contraband found in the facility. In addition, staff relayed they made several modifications to improve security.[46]
- Most officers[47] believe they are adequately informed of incidents between shifts.[xxiii] Further, most officers receive their information during roll call. Some

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[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.

[46] Security modifications include: a split recreation observation post, improved non-contact visits, cuff boxes on segregation doors, additional cameras, modified movement, and modified the tree line to increase visibility.

[47] Results are based on individual interviews (n=13) and survey responses from TCI Correctional Officers (n=44).

officers relayed that they also receive adequate information from the officer who worked the previous shift.

- Some officers relayed that if a critical incident would occur, it would most likely be an inmate-on-inmate assault in a Level 3B housing unit due to their higher security status.[xxiv]
- Most officers relayed that if a violent incident would occur, it would most likely be a large scale fight during outdoor recreation or in the chow hall due to the high number of inmates that attend recreation at one time.[xxv]

STG Management

- As of January 2, 2015, there were 346 STG-affiliated inmates,[48] which was 22.4 percent of the institutional population.[xxvi]   The number of STG-affiliated inmates was more in comparison to the number in January 2014.[49]
- The institutional percentage of STG-affiliated inmates was less than comparator prisons, but more than the DRC average.[50][xxvii]
- The number of rule 17 (unauthorized group activity) convictions[51] appears to be in line with their STG population.[52][xxviii]
- In response to CIIC's survey question pertaining to the type of gang activity at the institution, the top activities that inmates reported as occurring on the main compound were assaults (52), extortion (49), and theft (46).[53] In addition, there were a large number of concerns regarding gang activity reported through the open-ended survey responses. The majority of inmates at the minimum camp indicated gang activity is not frequent at this institution.[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 that meetings are being held and includes representation from executive staff. Further, there were zero overdue security threat group classification reviews.

Escapes

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

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[48] 230 were listed as passive, 75 were listed as active, and 41 were disruptive.

[49] The institution had an STG population of 319 as of January 2, 2014.

[50] The percentage of STG-affiliated inmates for the comparator prisons was 34.1 and the DRC average was 16.7.

[51] 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.

[52] In CY 2014 the facility reported a rate of 72.0 (110) rule 17 violations. The comparator prisons rate was 44.3 and the DRC average was 24.5.

[53] 40 inmates refused to answer on the main compound and 34 indicated that gang activity is not frequent at this institution.

[54] 12 inmates refused to answer at the minimum camp and 41 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 a review of the most recent PREA audit report, education and awareness of reporting, the number of reported sexual assaults, and inmate responses. Overall, the CIIC inspection team rated PREA compliance as **DEFERRED** until the institution completes a PREA audit.

Audit

- The facility has not yet been audited for PREA compliance.

Inmate Education and Awareness

- PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units.
- A similar percentage of inmate survey respondents indicated they knew how to report sexual contact in comparison to the DRC average.[55]
- All inmates in the focus groups relayed that they had received information regarding PREA, including information on a TV channel and they had seen the posters in their unit.[56]

Negatively,
- Staff did not always make an announcement that a female was entering the housing unit.

Investigations/Allegations

- Staff reported 15 PREA cases in CY 2014, of which one was an allegation against a staff member and 14 were allegations against another inmate. The one staff allegation was unfounded. Of the 14 inmate-on-inmate allegations, nine were unfounded and five were unsubstantiated.
- Six inmate survey respondents on the main compound and one at the minimum camp reported that they had sexual contact with a staff member at the facility. Nine inmates on the main compound and one at the minimum camp reported they experienced sexual abuse from a staff member. Inmate survey responses[57] indicated that four inmates on the main compound and one at the camp have had sexual contact with another inmate at the institution. Three

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[55] 63.2 percent (n=144) on the main compound and 76.3 percent (n=76) at the minimum camp indicated they knew how to report sexual contact with staff. 75.9 percent (n=141) on the main compound and 80.8 percent (n=78) at the minimum camp knew how to report sexual contact with another inmate. The inmate survey respondent average for 2014 inspections was 67.3 percent (n=2,606) for sexual contact with staff and 75.6 (n=3,893) for sexual contact with another inmate.
[56] However, a few inmates relayed concerns that it's a joke because inmates use it to manipulate.
[57] Survey responses generally indicated that inmate-on-inmate sexual contact occurs in the cells.

inmates on the main compound and one at the minimum camp reported sexual abuse from another inmate at the institution.

SAFETY AND SECURITY RECOMMENDATIONS

- Develop additional strategies to reduce the violence (including assaults and fights).

- Ensure that video documentation of uses of force is preserved per DRC policy. Ensure that procedures for planned uses of force are followed in accordance with DRC policy.

- Ensure that females are announced when they enter a housing unit.

III. HEALTH AND WELLBEING

CIIC EXPECTATION: Prisons will provide sanitary conditions and access to adequate healthcare 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 housing units at TCI consisted of four housing units (12, 13, 14, and 15). Each housing unit has two pods, for a total of eight pods. Additionally, TCI has a camp, which houses minimum security level inmates. The camp has two housing units (A and B), each with two pods, for a total of four pods. TCI also has a segregation unit (discussed in the Fair Treatment section of the report).
- Each camp dorm consists of a dayroom separate from the living area, which generally contained a few tables, televisions, restroom and showers, drinking fountains, an ice machine and microwave.
- Each celled unit had tables along the center of the block, with the majority of units having a separate unit library and a TV room.[58] Each cell is equipped with a toilet and a sink.
- Each of the housing units appeared to be clean and were rated as good based on the cleanliness of the floors and overall appearance.[59,60]
- There was a small number of maintenance issues reported regarding showers.[61] Staff relayed maintenance concerns are usually handled within one to two days.[62]
- All of the dayrooms/common areas were rated as good based on the cleanliness of the floors and their overall appearance.
- All of the phones, drinking fountains, ice machines, microwaves and laundry facilities were operational at the time of inspection.
- Shower conditions were generally rated as good, including the shower facilities at the camp, with a few exceptions.[63]
- A majority of the cleaning materials were out of the units to be refilled.[64] Of those remaining on the units, approximately half were stocked with the appropriate quantities and appeared to be at least half full.[65]

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[58] 14E had a ping pong table and a pull-up/dip rack. 14W, which is designated as the Wellness Unit, had a ping pong table, a pull-up/dip rack, and several stationary cardio machines.
[59] 78.8 percent of inmate survey respondents (n=156) on the main compound believe their unit is "clean" or "very clean" and 55.7 percent of inmate survey respondents (n=79) at the camp reported their unit is "clean" or "very clean."
[60] 12E and 12W were rated as exceptional based on the cleanliness of the floors and overall appearance.
[61] At the camp, there were three showers with maintenance concerns on A-Unit. On the main compound, there was one shower with reported maintenance concerns on 12W.
[62] Several unit staff members relayed that maintenance makes rounds twice a day.
[63] The shower conditions in 14W were rated as in need of improvement due to peeling paint, broken tiles, and standing water. In 15W, the shower conditions were rated as acceptable.

- All first aid boxes were properly secured, with the exception of 13E and 13W.
- 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.[66] CIIC does not conduct a review of medical files. Overall, the CIIC inspection team rated medical services as **GOOD**.

Facilities

- The medical facilities were observed to be good condition.[67,68]
- The facility appears to have sufficient space for staff to conduct clinical duties.
- The infirmary safe cells were noted to be good condition with good visibility.
- The sanitation practices was observed to be effective, however; the cleaning schedule was not up-to-date.[69]

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 and staffing levels have remained the same since the last CIIC inspection.[70]
- The facility has had consistent advanced level providers over the past year.
- Inmate focus groups generally relayed negative feelings about the advanced level provider.[71] However, the inmates were more positive about the nursing staff, saying "they are respectful" and "treat us well".

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[64] Four containers storing cleaning chemicals were out of the units to be refilled with chemicals.

[65] Two of the four containers storing cleaning chemicals, which were present on the units, were stocked with the appropriate quantities and appeared to be at least half full.

[66] 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.

[67] Medical facilities consisted of four offices, three exams rooms, six infirmary beds, two crisis cells, two records area, one bathroom for inmates and three for staff, and a waiting area.

[68] The facilities were noted to be clean and well organized.

[69] Staff were observed using protective gloves, staff and inmates had access to soap in bathrooms and porter was observed cleaning. However, the porter reported that he never documents his cleaning.

[70] Staff relayed that total medical staff consists of one FTE medical doctor, one nurse practitioner, eleven registered nurses, five licensed practical nurses, one health care administrator, and one quality improvement coordinator. Additionally, contract staff includes: one FTE dentist, two FTE dental assistants, one hygienist, one part-time dietary technician, two health information technicians, one radiologist, a podiatrist and optometrist and a phlebotomist.

Access to Medical Services[72]

- Staff reported no backlog for Nurse Sick Call, Doctor Sick Call or Chronic Care Clinic, which is exceptional.
- Health Service Request forms were available in every housing unit.
- The medical department received 53 informal complaints in the past six months, which is low. Additionally, the responses to complaints seemed appropriate.[73]
- A formal kite log is kept and staff reported a small backlog.
- Inmate survey participants reported moderately high satisfaction with the quality of care provided by the nurses and dentists while inmates reported lower satisfaction with quality of care the doctors provide.[74]
- Positively, open-ended survey responses greatly varied and no major areas of concern could be identified. Additionally, several responses noted that care is good at TCI.
- Inmate focus groups relayed services are "pretty timely" however, communicated concern with the timeliness of medication refills.

Negatively,
- Inmate focus groups noted that dental staff rarely respond to kites.
- During observation of noon pill-call, CIIC staff noted that the officer was not thoroughly checking each inmate's mouth for "cheeking."

Quality

- A full internal management audit was conducted on June 17-19, 2014. The auditors relayed three concerns related to medical services.[75]

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[71] Several inmates agreed that the advanced level provider should spend more time providing care and education on their health than what is currently given now. Additionally, inmates relayed the doctor says to take ibuprofen for every ailment.

[72] 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.

[73] Staff relayed the majority of informal complaints are related to physician's care.

[74] Of survey respondents at TCI, 82.3 percent (n=141) reported that they are very satisfied, satisfied, or neutral with the quality of care provided by nurses; 65.4 percent (n=133) reported they are very satisfied, satisfied or neutral with the care provided by the doctor; and 72.0 percent (n=125) reported that they are very satisfied, satisfied or neutral with their dental care. The satisfaction rates of those surveyed at the camp differed. Of the survey respondents, 79.7 percent (n=69) reported that they are very satisfied, satisfied, or neutral with the quality of provided by nurses; 80.6 percent (n=62) reported they are very satisfied, satisfied, or neutral with the quality of care provided by the doctors; and 66.0 percent (n=47) reported that they are very satisfied, satisfied or neutral with quality of care provided by the dentists.

[75] All three concerns were related to documentation.

- The percentage of inmates who were documented as signing AMA for Chronic Care appointments in the past six months was calculated to be 0.2 percent, which is exceptional.[76]
- Staff relayed that they participate in quarterly interdisciplinary meetings, which is in compliance with DRC policy.
- Staff relayed that patient satisfaction meetings occur quarterly, which is in compliance with DRC policy.
- There was one inmate death in the time period reported to CIIC.[77,78]

Crisis Management

- In the past six months, there were 410 on-site emergency notifications and 33 off-site emergency visits.
- Staff relayed that the response time to emergencies is less than four minutes, which is within policy.[79]
- Inmate focus groups relayed that nurses are "pretty quick" to respond to emergencies.

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,** with the exception of inadequate levels of programming**.**

Caseload

- There were 209 inmates on the mental health caseload, or 13.8 percent of the total inmate population. Of the total, 66 inmates were classified as seriously mentally ill (SMI).

Facilities

- The mental health facilities were noted to be clean, orderly, spacious, and in good condition.[80,81]

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[76] Only two inmates out of 889 appointments in the past 90 days signed an AMA, which is truly exceptional.
[77] The period of time evaluated by CIIC was from January 2013 to present.
[78] The death was determined to be by natural causes.
[79] DRC policy 68-MED-20 requires medical staff to respond to health related emergencies within a four-minute response timeframe.

- There are six crisis cells, four located in segregation and two in the infirmary. The crisis cells were noted to be in fair condition with good visibility.

Staffing

- Staffing levels appear to be sufficient to the number of individuals on the caseload.[82] Staffing levels have increased since the 2013 inspection.[83]
- There were no vacancies at the time of the inspection; however, staff relayed historically they have had difficulty finding qualified clinicians.

Access to Mental Health[84]

- A moderate percentage of survey respondents reported adequate access to mental health services and programs; however, survey respondents at the camp reported much lower access to mental health services and programs.[85]
- Staff reported that it takes no longer than seven days for an initial psychiatry appointment, which is within policy.[86]
- Mental health referrals are responded to within a day or two, which is exceptional.
- Staff relayed that mental health requests are responded to within in three days, which is well within policy. Additionally, there was not a backlog during the time of inspection.
- Per policy, mental health staff makes weekly rounds in segregation.
- Staff reported they formally hold daily, open office hours for the inmates;[87] however, staff relayed that whenever an individual requests to see mental health they make every attempt to see him immediately, which is exceptional.

Crisis Prevention

- Staff routinely receives suicide training and participates in restraint drills.

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[80] The facilities consist of seven offices, two group rooms and two secure records area. Staff relayed another office and group room are available at the camp.

[81] Visibility into the offices was also noted to be excellent.

[82] Staffing consists of one part-time psychiatrist, one FTE and one part-time psychologist, one registered nurse, two psychologist assistants, two independently licensed social worker and one health information technicians.

[83] There is an additional independently licensed social worker since the 2013 inspection.

[84] 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.

[85] Of survey respondents at TCI, 72.7 percent (n=77) feel that they have adequate access to mental health services and 52.0 percent (n=25) of inmates at the camp feel that they have adequate access to mental health services.

[86] 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.

[87] The daily schedule for the office hours is: 1pm-3pm. It was relayed that inmates need a pass to go to the mental health department.

- Staff relayed that the mental health caseload is updated weekly and available electronically for shift supervisors and RIB staff; however, executive staff do not currently receive the mental health caseload.
- Three inmates are reportedly on mandated medications.[88]
- Eleven inmates have reportedly been transferred to a Residential Treatment Unit (RTU) during the past year.[89]
- Staff reported that they participate in quarterly interdisciplinary meetings with medical, recovery services and security staff, which is within policy.
- Staff relayed that strong relationships with other departments allow the mental health department to be well integrated throughout the institution which promotes good communication with other departments.[90]

Programming

- In the past 90 days, approximately 95 percent of treatment programs scheduled have been conducted, which is average.[91]
- At the time of the inspection, staff was providing pro-social, psycho-educational puzzles and games to inmates in segregation.[92]
- Negatively, TCI offered only two mental health programs for inmates at the time of the inspection, neither of which were evidence-based.[93]
- In addition, in the past 90 days, an average of 20 inmates participated in mental health programming, which is low.[94]

Program Observation[95]

- Overall, the observed program session was deemed good based on observation of the facilitator and appropriate therapeutic instruction.[96] The following observations were noted:
  - A classroom like atmosphere was maintained throughout the session.
  - The facilitator demonstrated ability to direct and redirect group process as necessary.
  - Group participants were attentive and appeared interested in group.

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[88] Staff relayed the prescribed medicines include Ambilify, Haldol and Lithium.
[89] Staff relayed the wait time for an inmate to be transferred had been a problem but the issue was addressed the Regional Behavioral Health Administrator.
[90] It was evident that executive staff respect and are very supportive of the staff in the mental health department.
[91] Staff was unable to provide a specific number.
[92] Staff relayed that within the next two weeks,
[93] The two programs offered included medication compliance and anger management.
[94] Again, staff was unable to provide a specific number of individuals that participated in the mental health programs.
[95] CIIC staff observed an Anger Management group during the inspection. Observations on the therapeutic atmosphere, facilitator's use of empathy, use of varied communication techniques, hands-on application of skill and client attentiveness were evaluated.
[96] This session was the first in the session and a good portion of the time was spent on establishing the rules of the group.

- o The facilitator appropriately reframed material throughout the session to ensure clarity and clearly establish group rules.
- o Respect for the facilitator and program participants was observed.
- The following could have improved the session:[97]
  - o Additional examples of the discussed thought process and further demonstration of skills discussed by group participants; include role-playing.
  - o A better connection between material in session and applicability to issues individuals face in a correctional setting.
  - o Incorporation of more interactive activities in group sessions to actively involve participants.

Critical Incidents

- There have been zero suicides reported at the institution in the time period evaluated by CIIC.[98] However, there were four suicide attempts reported.[99]
- There were also eight incidents of self-injurious behavior during the past year.[100]
- Staff reported there were 120 instances of inmates places on constant or close watch or mental health observation, in the past year, which is high in comparison to the mental health caseload.[101]
- Restraints were reportedly not used in the past year.[102]

Quality

- A full internal management audit was conducted on June 17-19, 2014. The auditors relayed two concerns related to mental health services.[103]
- Staff relayed a total of seven informal complaints were received in the past six months.[104]
- A moderately high percentage reported satisfaction with the quality of services and programs.[105]

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[97] This was one of the first sessions of this program.

[98] The time period evaluated by CIIC is January 2013 to present.

[99] Three were hanging attempts and one attempt was by laceration.

[100] All were related to cutting and swallowing foreign objects.

[101] Staff relayed that inmates would use constant watch status as a method of manipulation.

[102] Staff relayed a five point restraint was used on an individual on the mental health caseload who had received stitches from a severe SIB incident and was attempting to pull out the stitches.

[103] The two standards out of compliance were related to timely access to initial psychiatry appointment and proper documentation of treatment plan.

[104] Informal complaints received were regarding medication prescriptions and unhappiness with mental health liaison.

[105] 82.8 percent (n=87) of inmates reported that are very satisfied, satisfied, or neutral with the quality of mental health services and 70.8 percent (n=24) of survey respondents at the camp are satisfied with the quality of mental health services.

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 **IN NEED OF IMPROVEMENT**.

Facilities

- TCI does not have a designated recovery services housing unit.
- The recovery service facilities were noted to be clean and organized.[106]
- The facility appears to have sufficient space for staff to conduct clinical duties.

Staffing

- TCI does not currently utilize any outside volunteers to help facilitate ancillary programming.[107]
- Staff reported inmate graduates are occasionally used to facilitate AA/NA programs and rotate often.
- Staffing levels appear sufficient to provide adequate recovery service programming[108] and there were no staff vacancies at the time of the inspection.[109] However, staffing issues have reportedly hampered the provision of services.[110]

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[106] The facilities consist of three offices, five classrooms and one secured records room. One additional office is available at the camp.

[107] It was relayed that the volunteers stopped coming to TCI prior to the previous RSA resigning.

[108] Staff consists of two counselors at TCI and one administrator.

[109] The previous administrator resigned and the Regional Recovery Service Administrator is currently acting at the RSA at TCI so the RSA position is not currently vacant.

[110] According to the DRC Director of Recovery Services, over the last two years there have been staffing issues in Recovery Services at TCI. Many of these were reportedly related to inconsistent supervision in the area, as well as difficulty with a contract staff member. DRC reportedly worked to address the problems through reassignment of staff duties and hiring of additional staff. However, ongoing issues hampered service delivery. Following the transition of Recovery Services from DRC to OhioMHAS in FY 2016, total staffing is expected to increase.

Participation and Outreach[111]

- TCI reported 17 inmates[112] are currently participating in recovery service programming,[113] which is very low.
- A moderately low number of inmates participate in Alcoholics Anonymous and Narcotics Anonymous, compared to similar prisons. [114]
- Staff relayed that they reach out to individuals found guilty of Rule 39 and offer programming in lieu of getting a higher sanction.[115] However, staff relayed this is the only ancillary programming available.

Access

- Survey participants reported low satisfaction with access to recovery services.[116,117]
- 89.6 percent of scheduled recovery service programming in the last 90 days were held, which is low.[118]
- TCI reported 242 inmates[119] are currently on the waitlist for treatment programming, which is proportional to comparator prisons.
- Positively, staff relayed interdisciplinary meetings occur quarterly, which is within policy.

Program Observation

- CIIC staff did not observe any programming during the on-site inspection.

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

[112] Of the 17, 10 inmates are at the camp and 7 are from the main compound. Of those 8 are considered R2 and 9 inmates are considered R3.

[113] Formal programming offered at TCI consists of the Treatment Readiness Program (TRP), the Intensive Outpatient Program (IOP), and Recovery Maintenance Programming (RMP).

[114] Staff relayed that AA had an average monthly attendance of 69 participants and NA had an average of 50 participants, at both the main compound and camp.

[115] Staff relayed individuals must successfully complete program in order to avoid higher sanction.

[116] 46.7 percent of survey participants (n=105) reported that they have adequate access to recovery services programming. Of those surveyed at the camp, 48.3 percent (n=58) reported adequate access to recovery services.

[117] 51.9 percent of inmate survey participants (n=156) reported regularly using drugs or alcohol prior to incarceration. Of those surveyed at the camp, 58.4 percent (n=77) reported regularly using drugs or alcohol prior to incarceration.

[118] 95 of the scheduled 106 groups were held.

[119] Of the 242 inmates, 0 were assessed at R0, 0 were assessed at R1, 90 were assessed at R2 and 152 were assessed at R3.

Quality

- Staff reported concerns regarding documentation and tracking of program participation.[120]
- Positively, CIIC staff had a chance to talk to individuals participating in formal treatment program and inmates were very positive about the quality of the programming.
- DRC reported that in FY 2013, the completion rate was 72.7 percent, which was better than the DRC average.
- In FY 2014,[xxix]
  - 16.0 percent of inmates enrolled in TCI's Treatment Readiness Program[121] were early terminators. This is higher than the DRC average.[122]
  - 28.0 percent of inmates enrolled in TCI's Intensive Outpatient Program[123] were early terminators, which is higher than the DRC average.[124]
  - 23.1 percent of inmates enrolled in TCI's Recovery Maintenance Program were early terminators, which is higher than the DRC average.[125]

Reentry Preparation

- Negatively, staff relayed that they do not provide any outreach to families nor do they connect inmates with recovery resources in the community in preparation for release.[126]

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[120] Staff reported that the prior recovery services administrator did not adequately track.

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

[122] According to information provided the Bureau of Recovery Services, at TCI there were 75 total participants and 12 early terminations from the Treatment Readiness Program in FY 2014. The overall DRC average early termination rate was 13.5 percent.

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

[124] According to information provided the Bureau of Recovery Services, at TCI there were 25 total participants and seven early terminations from the Intensive Outpatient Services in FY 2014. The DRC average termination rate was 20.7 percent.

[125] According to the information provided the Bureau of Recovery Services, at TCI there were 13 total participants and three early terminations from the Recovery Maintenance Program in FY 2014. The DRC average termination rate was 17.4 percent early terminators.

[126] Staff noted that this was not previously feasible given the staffing level prior to June 30, 2014.

E. FOOD SERVICE

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

Meal

- CIIC sampled five inmate meals including three regular meals and two diet meals.[127] Four of the meals were rated as good based on the quality of the main entrée, the seasoning of the side items, and the portion sizes.
- One meal was rated as acceptable. Although the portion sizes were sufficient, the quality of the entrée and side items needed to be improved.
- The most recent staff evaluation of the inmate meal was rated as good.[128]
- Negatively, 78.8 percent of inmate survey respondents (n=236) 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 from TCI inmates during the 2013 inspection.[129] The most common reason for inmate dissatisfaction with the food was regarding the quality of the meal.
- Also negatively, inmate focus groups inmates stated that the food has no flavor, portions are too small, and relayed concerns regarding the overall quality of management by the contract vendor.[130]

Dining Hall

- The floor and tables appeared to be clean and clear of food particles or debris.
- There were small amounts of food under the serving line as inmate workers served the food.

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[127] The regular inmate meals were sampled on March 16, 18, and 23, 2015. The inmate diet meals were sampled on March 16 and 18, 2015. The March 16, 2015 meal consisted of turkey bologna, pinto beans, Irish blend vegetables, banana, and white bread. The March 18, 2015 meal consisted of hamburger, Boston baked beans, vegetable blend, applesauce, and white bread. The March 23, 2015 meal consisted of cheeseburger pizza, oven brown potatoes, green beans, cake with icing. The two diet meals consisted of a turkey patty and parsley noodles on March 16. The March 18 diet meal consisted of a vegetarian burger as the main entrée.
[128] Each DRC institution assigns one staff member, the Administrative Duty Officer (ADO), to taste and evaluate the quality of the inmate meal. The most recent evaluation of an inmate lunch meal was Monday, March 16, 2015 and consisted of sloppy joe, potatoes, and salad.
[129] During the 2013 inspection, 59.9 percent of inmates interviewed were not satisfied with the food.
[130] Focus group inmates stated that the contract vendor (Aramark) is "terrible" as it relates to managing the food service operations. Inmates stated that Aramark combines the side items and main entrée to meet their portion guidelines. Other inmates relayed concern that Aramark does not provide any information regarding the nutritional value of the meals.

Food Preparation Area

- The kitchen and the food prep appeared to be clean.
- CIIC observed four double-stack half-ovens and one full oven that were in need of repair.[131]
- The institution passed its most recent health inspections with one violation.[132][xxx]
- In their most recent evaluation by the DRC Food Service Contract Monitor, TCI was 89.0 percent compliant.[133] The most recent evaluation included reviews of both the main compound and the correctional camp. In their previous evaluation, the main compound was 92.0 percent compliant and the correctional camp was 93.0 percent compliant.[xxxi]

Food Service Management and Oversight

- A review of the employee sign-in log found that some administrative staff were making frequent visits to monitor the food service operations.[134] However, additional oversight from the some executive staff was needed.
- The food service contract staff consisted of 16 employees including one Food Service Director, two Assistant Directors, one Administrative Assistant, and 12 contract workers. The length of service at the facility for the employees varied from 10 to 18 months.
- The contract staff relayed that there have been zero serving delays within the past 30 days.

Inmate Work Programs

- TCI has an incentive-based work program that enables inmates to earn $3 to $10 above their monthly starting wage.[135] Inmates who are interested in working in food service must apply to the program.[xxxii]
- TCI also has an IN-2-WORK program with the purpose of helping inmates gain skills that can be applied when they re-enter the workforce.[136][xxxiii] As of March

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[131] A service call was placed to repair all the items. However, the full oven is reportedly unrepairable. The four half-ovens were originally considered unrepairable as well. However, a separate outside vendor is exploring additional possibilities for to repair the half-ovens.

[132] The most recent health inspection was conducted on November 21, 2014. The concern was regarding spilled milk on the kitchen floor.

[133] According to the February 28, 2015 evaluation, TCI was non-compliant in concerns related daily food production and quality control reporting. The evaluation of the main compound and the correctional camp were combined on one form. The correctional camp food services operations were not inspected by CIIC.

[134] A review of the log-in book for the prior 20 days found that the Deputy Wardens had consistently made weekly rounds in the food service operations. Some other members of the administrative were also present but not as frequent, including the Warden, the Inspector, and the Business Administrator.

[135] Inmates may earn $3, $5, $7, and $10 above their monthly starting wage of $18 per month. Increment increases are awarded by the food service staff based on the inmate's performance.

[136] IN-2-WORK is provided by Aramark and includes both a classroom component and an on-the-job training. Aramark also offers "Commissary IN2WORK" which provides instruction to inmates regarding

2015, there were 18 inmates enrolled in the program. Eight of the inmates were expected to graduate soon from the six-month program. The other ten inmates had recently started the program in the correctional camp.

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.**

Facilities

- Physical facilities[137] appeared clean and were observed in use during each day of the inspection.
- Staff relayed that there were no current maintenance concerns with equipment; however, during the summer months condensation collects on the concrete gymnasium floor making it extremely slippery.

Activities

- Overall, the recreation department offers almost all recreation activities permitted, per policy, for Level 3 inmates.
- Inmates are offered several organized intramural sports and tournaments.[138,139]
- The recreation department has a sizable music program and an art area.
- The recreation department has approximately eight inmate program assistants who help in the recreation department.

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basic conceptual and practical aspects of warehousing and retailing. The curriculum is tailored to the special needs of inmates including classroom instruction and "on-the-job" training (where appropriate) for offenders to deepen learning. Offenders are provided the opportunity to earn a certificate from the Warehouse Education and Research Council. The goal of this program is to provide offenders with the skills to better compete for jobs in convenience or big-box retailing and warehousing operations upon release. According to contract staff, two classes are conducted every six months.

[137] Indoor recreation facilities consist of a gymnasium with two half basketball courts and one full court, a workout room, two water fountains, one music room, and an art area. Outdoor facilities consist of a track, two softball fields, three handball courts, two basketball courts, a volleyball court, two bocciball courts, soccer fields, and two horseshoe areas, dip bars, several benches.

[138] Sports leagues offered to inmates include basketball, softball and flag football.

[139] TCI organizes several tournaments throughout the year for community teams to play against inmate teams.

- Movies are made accessible and are rotated on a weekly basis.
- Staff relayed the camp has less available activities.

Access

- Inmate survey respondents reported moderately low satisfaction with access to recreation.[140] However, overall focus group participants relayed satisfaction with recreation.
- Similarly, staff reported that recreation and the yard run on a schedule[141] and rarely close.

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[140] CIIC's survey of TCI inmates (n=155) found that 60.6 percent of respondents were very satisfied, satisfied, or neutral regarding their access to recreation. Inmates at the camp reported a slightly lower satisfaction with recreation as 58.2 percent (n=79) of respondents reporting being very satisfied, satisfied, or neutral.

[141] Recreation is open during the following hours: 8:30am-10:30am, 1:30pm-3:30pm, and 6:30pm-8:30pm. Additionally, staff relayed inmates have additional recreational hours in the summer. Level 3Bs are permitted to recreate Monday-Friday from 12-1pm.

HEALTH AND WELLBEING RECOMMENDATIONS

- Ensure first aid box in 13-East and 13-West is secured and contains the appropriate supplies.

- Ensure documentation of cleaning schedule is up-to-date in the medical department.

- Ensure officer thoroughly examines mouths during pill-call.

- Develop strategies to ensure dental staff responds to kites related to dental needs.

- Develop strategies to increase the number of mental health programs offered in addition to the number of participants.

- Consider distributing mental health caseload to executive staff.

- Consider developing strategies to increase incorporation of inmate families in recovery service programming and ways.

- Consider ways recovery service staff can connect inmates with community recovery resources in preparation for reentry.

- Develop strategies to increase the number of individuals participating in recovery service programming.

- Ensure additional oversight of food service operations from some of the executive staff.

- Consider offering more recreational activities at the camp.

- Consider addressing the condensation issues on the gymnasium floor.

IV.   FAIR TREATMENT

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

A. STAFF/INMATE INTERACTIONS

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

General Population

- The majority of compound inmate survey respondents reported that housing unit officers are responsive to their needs, professional, and fulfilling job duties;[142] camp inmates replied similarly.[143] Responses were in line with other Level 3 facilities, although they decreased in comparison to 2013 TCI survey responses.[144]
- Compound inmates were very positive regarding whether their Case Manager or Unit Manager was helpful;[145] responses were higher than comparator prisons and the 2013 survey.[146] Camp inmates were more divided regarding their unit staff.[147]
- The majority of both compound and camp survey respondents reported that they had not been harassed, threatened, or abused by staff.[148] For those who reported that they had, the most common incidents involved insulting remarks, feeling threatened or intimidated, or having their commissary/property taken.
- Open-ended survey responses from compound inmates included a number of positive comments regarding staff, including the Warden, although there were also some concerns regarding respect from staff. Camp inmates reported almost no comments, positive or negative, regarding staff. (For more information regarding the CIIC Inmate Survey, please see the Appendix.)

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[142] 58.1 percent (n=148), 56.4 percent (n=149), and 67.1 percent (n=140), respectively.

[143] 60.5 percent (n=76), 58.7 percent (n=75), and 57.7 percent (n=71), respectively.

[144] In comparison, at TOCI, 58.6 percent, 52.3 percent, and 58.2 percent; at RCI, 64.9 percent, 60.7 percent, and 66.9 percent, respectively; at WCI, 55.7 percent, 51.5 percent, and 53.6 percent. In 2013 at TCI, 65.0 percent, 60.2 percent, and 70.0 percent of compound respondents.

[145] 70.5 percent (n=146) and 60.4 percent (n=139).

[146] In comparison, at TOCI, 46.7 percent (Case Manager); 47.6 percent (Unit Manager); at RCI, 43.3 percent (Case Managers), 40.6 percent (Unit Manager); at WCI, 58.3 percent (Case Manager), 36.0 percent (Unit Manager); at TCI in 2013, 65.8 percent of compound respondents (Case Manager) and 56.3 percent (Unit Manager); at LECI (compound), 54.7 percent (Case Manager) and 42.1 percent (Unit Manager); at MANCI (compound), 45.7 percent (Case Manager) and 40.2 percent (Unit Manager).

[147] 51.3 percent (n=76) reported that their Case Manager was helpful; 57.5 percent (n=73), that their Unit Manager was helpful.

[148] 55.5 percent (n=155) on the main compound; 75.0 percent of camp inmates (n=80).

- CIIC staff did not observe any staff/inmate interactions that caused concern on site, with the exception of one incident in which an executive staff was dismissive of an inmate's concern.[149]
- A review of inmate letters to CIIC over CY 2014 indicates TCI ranked among the lowest number of concerns regarding supervision reported to CIIC from Level 3 institutions.
- The total number of grievances against staff actions decreased from CY 2013 (10 total) to CY 2014 (8 total).

Vulnerable Populations[150]

- All four focus groups were positive regarding the institution. However, they also relayed that the quality of interaction depended greatly on which staff member they were dealing with.[151]
- CIIC did not speak with any limited English proficient inmates.

Staff Accountability

- The Inspector relayed that she does not regularly track the staff who are the most frequent subject of inmate complaints, although she will do it on an "as needed" basis. If she identifies a concern, she will bring it up in a meeting. Although this could be done more regularly, as indicated above, there does not appear to be a problem with inmate/staff interactions at TCI.

B. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC's evaluation of the inmate grievance procedure[152] 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**.

Access

- Almost all inmate survey respondents, both compound and camp, reported that they had access to informal complaints, which is excellent.[153]

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[149] This may have been due to the fact that the executive staff was escorting CIIC staff at the time.

[150] CIIC conducts focus groups of inmates who are under 21, over 55, sex offenders, and LGTBI.

[151] Some inmates reported concerns about the younger COs and expressed frustration with the way they are trained by DRC – a few inmates have been serving 10+ years and said they have noticed a marked difference in the younger staff. They said the younger COs do not know the policies and procedures (ex. two COs arguing about movement to and from chow) and are disrespectful. A few inmates relayed that staff will: "mess with you just to mess," and "pick shots." Inmates also explained that staff will "spin" you and "provoke then write ticket."

[152] 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.

[153] 75.7 percent (n=148) of the compound inmates; 83.3 percent of camp inmates (n=78).

- An average percentage of compound inmate survey respondents (37.3 percent) reported that they had ever felt prevented from using the grievance procedure.[154] An even lower percentage of camp inmates reported the same (23.8 percent).[155]
- Negatively, the top reason reported by compound inmates who had not used the grievance procedure was that "Grievance procedure does not work;" for camp inmates, the top reason was "No problems/reason to use," which is positive.
- Less than half of compound respondents reported knowing who the Inspector was;[156] less than a quarter of camp respondents reported the same.[157]
- The Inspector reported fewer rounds in the housing units on the compound, although she documented several rounds in the camp in the time period reviewed.[158]

Informal Complaints

- In CY 2014, the facility reported receiving 939 informal complaints resolutions (ICRs), which represented an 18.9 percent increase from 2013.[159]
- Of the total, only two did not have a documented response, which is excellent. Of those that did receive a response, only 6.6 percent were outside of the seven day timeframe mandated by DRC administrative rule, which is also excellent. The untimely response rate decreased by half in comparison to CY 2013,[160] 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.
- An average percentage of compound inmates reported feeling that informal complaints are dealt with fairly at the institution;[161] camp respondents reported approximately the same.[162]

Grievances

- In CY 2014, there were 83 grievances filed, a 9.2 percent increase from CY 2013. Staff reported five grievances on hand at the end of the year, which potentially indicates that the Inspector is handling grievances timely.
- The total number of inmates who filed a grievance during the year increased 25.4 percent from CY 2013 to CY 2014.

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[154] n=150.
[155] n=80.
[156] 41.3 percent (n=155).
[157] 20.5 percent (n=78).
[158] CIIC staff review the 30 days prior to the inspection date; the Inspector relayed that she had been out of the office at least a week during that time.
[159] The facility reported 790 informal complaints received in CY 2013.
[160] In CY 2013, the untimely response rate was 12.4 percent.
[161] 16.5 percent (n=91) reported feeling that informal complaints were dealt with fairly.
[162] 18.9 percent (n=37) reported feeling that informal complaints were dealt with fairly.

- TCI does not have any frequent filers, with the highest number of grievances filed by a single inmate being only two.
- Of the total dispositions in 2014, 83.5 percent were denied and 16.5 percent were granted. The percentage of grievances granted is about average.[163] The top two categories with the most grievances at TCI were Personal Property (37) and Healthcare (13); all other areas were negligible.
- Inspectors are expected to dispose of grievances within 14 days to ensure timely response to inmates' concerns. In CY 2014, 36.1 percent of the total grievances were extended beyond the applicable timeframe, which is somewhat high.
- 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.
- Similar to the informal complaints, an average percentage of compound inmates reported feeling that grievances and grievance appeals are dealt with fairly at the institution, which is positive;[164] camp respondents reported approximately the same.[165]

Oversight and Accountability

- The Inspector relayed that she takes steps to ensure that informal complaints receive timely responses, including sending notices to staff and notifying the Warden if there are any staff who are consistently late. As noted above, TCI has successfully decreased its untimely response rate.
- The Inspector relayed that only two grievances resulted in a report to the Warden. The two issues both involved staff actions.
- The Inspector relayed that she has the opportunity to discuss issues/trends related to the grievance procedure during weekly executive staff meetings. However, she did not relay that any specific actions have been taken as a result of this action.
- The Inspector relayed that she ensures that inmates are not retaliated against for using the inmate grievance procedure by following up with the inmate. She reported that only one complaint has been documented by inmates regarding staff retaliation, but acknowledged that inmates do not always want to report it.

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[163] 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.
[164] 15.6 percent (n=90) reported feeling that grievances were dealt with fairly; 18.5 percent (n=81), that grievance appeals were dealt with fairly.
[165] 23.3 percent (n=30) reported feeling that grievances were dealt with fairly; 25.0 percent, that grievance appeals were dealt with fairly (n=24).

C. INMATE DISCIPLINE

CIIC's evaluation of inmate discipline[166] 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 **ACCEPTABLE**, due to solely to the mental health assessments.

Caseload

- In the past six months, TCI reported 591 cases that were referred to RIB. An additional 103 cases were referred to RIB and received a disposition that included Local Control.[167]
- The most frequent rule violation referred to RIB was a rule 19 violation (fights); however, the most frequent charge for cases that resulted in a Local Control placement was a rule 4 (assault).

Procedures

- TCI's RIB panel followed standard hearing procedures.[168]
- The RIB panel's review of relevant evidence[169] was good, although in a couple cases the RIB could better document the evidence reviewed on the disposition.
- CIIC's review of closed cases[170] indicated that the oversight of RIB from the Warden's level is good.

Due Process

- Two cases reviewed were heard outside the requisite seven days, with no reason stated.
- In the closed case review, not all the inmates on the mental health caseload were appropriately screened by mental health staff, although this was reportedly due to a misunderstanding of departmental direction.[171]

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[166] 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.

[167] 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.

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

[169] Relevant evidence generally includes reviewing camera footage, use of force packets, drug tests, contraband control slips, etc.

[170] CIIC reviewed 20 closed RIB cases.

[171] In an RIB training that had been held last fall, DRC Legal Services had indicated that C2 inmates did not need to be screened; although this is reportedly a potential in the future, it had not been implemented at the time of the inspection.

- The inmate rights form was completed for all cases.[172]
- Requested witnesses were generally approved. However, in one case, the witness was denied due to it being a "previous incident," which is not a valid reason for witness denial. In another, the witness was approved, but the form was missing on the RIB record.
- Confidential information was not used in any of the reviewed cases.
- Positively, several of the vulnerable prisoner focus group inmates reported that they respect the RIB Chair and believe that he is fair.

Sanctions

- For RIB cases that did not result in an LC placement, the RIB generally imposed less than 15 days DC. It appeared that there was some consideration of progressive discipline. However, there was a wide range of sanctions imposed for the same rule violation. For example, in one case involving marijuana possession, the inmate only received 3B placement; in others, the inmate was assessed DC time, which is standard.[173]
- Sanctions did not appear excessive and were in line with other institutions.

D. SEGREGATION

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

Segregation Population

- Staff provided a segregation tracking mechanism (segregation roster) that provided a good amount of information.[174]
- On the day of the inspection, there were 87 total inmates in segregation, or 5.7 percent of the total institutional population, which is low for the security classification.
- Of the total, 35.6 percent had been in segregation for more than one month, which is average; 11 inmates had been in segregation for more than three months, which is low. There were several inmates who have been in segregation since late October; all were pending transfer to the maximum security institution.
- Of the total, only three inmates were in segregation under investigation, which is low. Reviewing the segregation roster, all had been placed in segregation within the week, indicating that investigations are timely completed.

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[172] 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.

[173] TCI staff relayed that this was a product of an old system of having unit staff do the RIB hearings.

[174] 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.

- Of the total, 75.9 percent were classified as black, 21.8 percent were classified as white, and two inmates were classified as "other." This is out of line with the institutional demographics,[175] with a greater representation of black inmates.[176]
- Of the total, 20.7 percent were on the mental health caseload according to mental health staff. This is in line with the institutional mental health caseload proportion.[177]

Conditions

- TCI has a single segregation unit, divided into three ranges. Each cell has its own sink and toilet, with separate showers for each range. Nine of the cells housed more than two inmates; staff relayed that this was a recent problem.
- Overall, conditions appeared good and cells appeared clean. However, there was a lot of STG-related graffiti.
- The four crisis cells did not raise concerns regarding conditions; on the day of the inspection, all were being used for disciplinary inmates, rather than inmates experiencing a mental health crisis.
- Staff relayed that there were no maintenance issues on the day of the inspection other than two toilets that were not working on that day. Staff relayed that they had submitted work orders for the toilets and that maintenance concerns are handled the same day.
- CIIC staff ate a segregation meal.[178] The meal did not raise any concerns, nor did inmates voice concerns regarding the food.
- There is one indoor recreation area per range, which consists of an empty room with one pull-up bar. There are four outdoor recreation areas that have a basketball hoop and a basketball. There was a sanitation concern with the outdoor recreation area in that there was trash in the area, including clothes that had been thrown over the razor wire.
- Inmates in the unit at the time did not relay any concerns regarding segregation conditions; however, several of the vulnerable prisoner focus group inmates relayed that segregation is "not clean."

Staff Accountability

- As relayed above, the primary cell security issue viewed[179] was the presence of substantial STG graffiti. There were also some clotheslines and some

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[175] As of March 16, 2015, 60.9 percent of the inmates were classified as black, 35.9 percent as white, and 3.3 percent as of another race.

[176] However, TCI has a larger population of Heartless Felons, which typically recruits black inmates from the Cleveland area; this may account for the greater representation of black inmates in segregation.

[177] As of the day of the inspection, 209 inmates or 13.8 percent of total population is on the MH caseload.

[178] The segregation meal consisted of a hamburger with two slices of bread, baked beans, a banana, and a mix of corn, peas, and green beans.

inappropriate pictures. However, inmates were not attempting to block visibility into the cell.

- A review of randomly selected segregation log sheets indicated that they were being fully completed with plenty of staff presence documented.
- Documentation indicated that staff were making appropriate security rounds, although it could be more staggered on third shift. The segregation supervisor documented his review of security rounds in segregation via the camera. Shakedowns were documented; however, they appeared to be missing on first shift and there was some confusion regarding how they were documenting the shakedowns.
- A review of the employee sign-in logbook indicated that executive staff are doing an excellent job of conducting the necessary rounds, with the exception of the Inspector.

Critical Incidents

- Staff relayed that uses of force were "infrequent" on the segregation unit and that the last one that occurred was a planned use of force in response to an inmate who barricaded himself into the cell.
- Staff relayed that the use of a disciplinary meal ("food loaf") was also very infrequent and occurred approximately once per year. Staff relayed that the inmate refused to give up his food tray.
- Staff reported that they could not remember an inmate flooding the range or otherwise causing a disturbance.
- Staff stated that inmates could report sexual assaults to any staff and/or use the call button in the cell. Staff said that there had been one allegation of sexual assault in the segregation unit three months ago; it was unsubstantiated.

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, which did indicate telephone usage.
- The log book indicated that mental health staff are on the unit almost daily. Current mental health programming in segregation includes pro-social, psycho-educational games and puzzles; however, staff had erected several programming cages to be used by mental health and other staff for more intensive treatment.
- Inmates had books available in their cells, although the bookcase on the unit was empty. The librarian documented frequent rounds through the segregation unit.

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[179] 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 cuffports, or excessive clotheslines or towels on the floor.

- Positively, TCI has increased and standardized education efforts for inmates housed in segregation. Inmates will have access to congregate programs via programming booths.[180]
- Inmates are provided access to religious services through the Chaplain, who makes many rounds through segregation. Staff relayed that the Chaplain also conducts individual programming for inmates.

FAIR TREATMENT RECOMMENDATIONS

- Consider increasing the presence of the Inspector on the housing units and in segregation.

- Consider developing strategies to reduce the number of extended grievance dispositions.

- Consider increasing the amount of evidence considered by RIB, to include some evidence for every case.

- Ensure that all inmates on the mental health caseload are evaluated by mental health staff prior to the RIB hearing.

- Consider evaluating the range of sanctions for the same rule violations.

- Develop strategies to eliminate triple-celling segregation.

- Consider evaluating the higher representation of black inmates in the segregation population.

- Ensure that shakedowns in segregation are properly documented on the electronic log.

- Consider implementing strategies to reduce the amount of STG-related graffiti in the segregation cells.

- Ensure that the outdoor recreation areas in segregation are fully cleaned, which could include increasing the use of porters.

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[180] The program booths are similar to those used at OSP, in that each program booth has a metal stool and a shelf to provide a writing surface. Inmates will be placed in the program booths where they will watch an educational DVD and be provided with textbooks corresponding to the lesson shown on the DVD.

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**.

- TCI provides a variety of programs and purposeful activity options for the inmate population.
- There is a wellness program at TCI which encompasses an entire housing unit for inmates dedicated to their health and wellness.[181] At the time of inspection, there were 124 inmates in this housing unit.
- TCI camp offers an Inside-Out course through the Inside Out Prison Exchange Program in conjunction with Westminster College.[182]
- TCI offers the standard academic programs.[183] Total academic enrollment increased from FY 2013 to FY 2014 and the rate of academic enrollment per 1,000 inmates is higher than the DRC average and significantly higher than the comparator prisons rate.[184]
- The number of inmates on the waitlist for academic programming decreased from FY 2013 to FY 2014.[185] The rate[186] of inmates on the waitlist for academic programming compared to those enrolled at TCI is significantly lower than the comparator prisons rate and approximately half of the DRC average rate.[187]
- A majority of survey respondents at the main compound[188] and at the camp[189] indicated that it is easy or neutral to get into academic programming.

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[181] Inmates on this unit are held to high standards of conduct.

[182] The Inside Out Prison Exchange Program is a college course comprised of a group of undergraduate students and a group of inmates. The course is held inside the prison once a week for the duration of the semester.

[183] TCI offers all of the standard educational programs to include: Literacy, ABLE, Pre-GED, GED, and Special Education.

[184] In FY 2013, TCI had 427 inmates enrolled in academic programming, compared to 670 in FY 2014. In FY 2014, TCI's rate of academic enrollment was 439.8 per 1,000 inmates, compared to 246.5 for the comparator prisons and the DRC average rate of 346.5.

[185] In FY 2014, TCI had 115 inmates on the waitlist, compared to 141 inmates in FY 2013.

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

[187] In FY 2014, TCI's rate of inmates on the waitlist for academic programs compared to those enrolled was 17.2. The comparator prisons average, for FY 2014, was 60.7 and the DRC average rate was 34.8.

[188] 66.4 percent of survey respondents on the main compound (n=134) indicated it is easy or neutral to get into academic programs.

[189] 63.8 percent of survey respondents at the camp (n=69) indicated it is easy or neutral to get into academic programs.

- TCI significantly increased apprenticeship enrollment from FY 2013 to FY 2014. TCI's rate of apprenticeship enrollment was higher than both the comparator prisons rate and the DRC average rate in FY 2014.[190]
- TCI offers most of the recreation activities permitted for Level 3 facilities.[191,192]
- Community service hours increased from CY 2013 to CY 2014.[193] TCI's rate of community service hours per inmate was slightly higher than the comparator prisons rate, but significantly lower than the DRC average in CY 2014.[194]
- In FY 2014, TCI offered 304 religious service programs, which is a rate of 199.6 per 1,000 inmates. This rate is higher than the comparator prisons rate, but slightly lower than the DRC average in FY 2014.[195]
- TCI's inmate participation rate for religious service programming was lower than both the comparator prisons rate and the DRC average participation rate for FY 2014.[196]
- As of December 2014, TCI had eight inmate groups with a combined total of 293 inmate participants, which represents approximately 19.3 percent of the total inmate population.[197]

Negatively,
- TCI currently provides four unit-based, reentry-approved programs with a total of only 36 inmates enrolled and 598 inmates on the combined waitlists.[198] This shows that only 2.4 percent of the inmate population is enrolled in reentry-approved programming.[199]

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[190] During FY 2014, TCI provided apprenticeship programs to 81 inmates, which was an increase from 10 inmates in FY 2013. TCI provided apprenticeship programs in FY 2014 at a rate of 53.2 per 1,000 inmates, while the comparator prisons rate was 28.5 and the DRC average rate was 38.8.

[191] Staff identified approximately 24 different forms of recreational activities for inmates. Recreational activities are considered to be meaningful activities that contribute toward mental and physical health.

[192] Recreation programs include: aerobics, basketball (outside team and intermural), bocciball, bowling, bean bag toss, dodgeball, exercise bicycles, flag football, Frisbee, handball, horseshoes, jogging, kickball, pickleball, racquetball, soccer (intermural), slow pitch softball (outside teams and intermural), track and field, volleyball, wellness program, and yoga. The recreation department hosts many additional activities such as cultural, art, and special events for inmates to participate in.

[193] Community service hours increased from 71,960 in CY 2013 to 80,561 in CY 2014.

[194] In CY 2014, TCI had a rate of 52.6 hours of community service per one inmate, which was higher than the comparator prisons average of 49.0 hours, but lower than the DRC average rate of 106.7 hours.

[195] The comparator prisons rate of religious service programs offered was 170.3 and the DRC average rate was 206.0 in FY 2014.

[196] For FY 2014, TCI offered 304 religious services with a total of 7,553 inmate participants, equating to approximately 5.0 visits per inmate, which is lower than the comparator prisons average rate of 6.8 and the DRC average rate of 7.1. However, this does not take into account that some inmates likely attend services multiple times per year.

[197] The inmate groups offered at TCI include: Links (115 participants), NAACP (22 participants), Veterans (22 participants), Toastmasters (24 participants), United Purpose (17 participants), WordMasters (26 participants), World Culture Organization (42 participants), and Free Indeed Inside Chapter (25 participants). At the time of inspection, TCI's population was 1,520 inmates.

[198] At the time of inspection, TCI was offering four unit-core, reentry-approved programs: Inside Out Dads (8 enrolled/15 waitlist), Money Smart (4/57), Thinking for a Change (15/252), and Victim Awareness (9/219). Currently, TCI is not offering Cage Your Rage, which has a waitlist of 55 inmates.

[199] At the time of inspection, TCI had an inmate population of 1,520.

- However, a majority of survey respondents at the main compound[200] and at the camp[201] indicated that it is easy or neutral to get into unit programs.
- Focus group participants relayed they do not have enough programming and are often "bored" on their units.
- At the time of inspection, TCI only offered two mental health programs, which is low.[202]
- In addition to the formal programming, TCI offers only one ancillary recovery service program.[203]

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 rate of academic enrollment per 1,000 inmates increased from FY 2013 to FY 2014.[204] TCI's rate of academic enrollment per 1,000 inmates is significantly higher than the comparator prisons and higher than the DRC average.[205]
- From FY 2013 to FY 2014, TCI decreased the rate[206] of inmates on the waitlist compared to those enrolled in academic programming. TCI's rate of inmates on the waitlist to those enrolled is lower than the comparator prisons, as well as the DRC average.[207]
- TCI offers seven apprenticeship programs for the inmate population.[208] Additionally, TCI significantly increased apprenticeship enrollment from FY 2013

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[200] 63.4 percent of survey respondents on the main compound (n=142) indicated that it is easy or neutral to get into unit programs.
[201] 61.0 percent of survey respondents at the camp (n=77) indicated that it is easy or neutral to get into unit programs.
[202] The two mental health programs offered at TCI are Medication Compliance and Anger Management.
[203] Recovery service programs include: Treatment Readiness Program, Intensive Outpatient Services, Recovery Maintenance Program, and Rule 39 AOD.
[204] In FY 2013, TCI's rate of academic enrollment was 392.8 per 1,000 inmates, which increased in FY 2014 to 439.8 per 1,000 inmates.
[205] In FY 2014, TCI's rate of academic enrollment was 439.8, which was higher than both the comparator prisons rate of 246.5 and the DRC average rate of 346.5.
[206] The rate is per 100 inmates enrolled in academic programming.
[207] In FY 2013, TCI's rate of inmates on the waitlist compared to those enrolled in academic programming was 33.0, which was reduced in FY 2014 to 17.2. TCI's rate was lower than both the comparator prisons rate of 60.7 and the DRC average rate of 34.8.
[208] TCI offers the following apprenticeship programs: alternation/tailor, animal training, assembly technician, janitorial, recovery operator, sheet metal, and welding.

to FY 2014 and provided apprenticeship opportunities at a higher rate than both the comparator prisons and the DRC average rate.[209]

- For the most recent quarter,[210] TCI had an overall classroom capacity of 100.3 percent, which is excellent.[211]
- TCI significantly increased vocational education[212] from FY 2013 to FY 2014.[213] However, TCI provided vocational education at a slightly lower rate than comparator prisons and at a lower rate than the DRC average rate.[214]

Outcome Measures

- In FY 2014, TCI inmates earned 29 career-technology certificates, which is more than those earned in FY 2013.[215] The rate[216] of career-technology certificates earned for FY 2014 was approximately the same as the DRC average rate and slightly higher than comparator prisons.[217,218]

Negatively,
- The rate of certificates earned to academic enrollment decreased from FY 2013 to FY 2014.[219] TCI's rate of earned certificates in FY 2014 was lower than both the comparator prisons rate and the DRC average rate.[220]
- The total number of GEDs earned decreased from FY 2013 to FY 2014;[221,222] additionally, the FY 2014 rate of GEDs earned was lower than both the comparator prisons and the DRC average rate.[223]

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[209] During FY 2013, TCI provided apprenticeship programs to 10 inmates, compared to 81 inmates in FY 2014. TCI provided apprenticeship programs in FY 2014 at a rate of 53.2 per 1,000 inmates, while the comparator prisons rate was 28.5 and the DRC average rate was 38.8.

[210] The most recent quarter includes data from October 2014 to December 2014.

[211] Ohio Central School System, which is the school district for DRC, calculates the overall classroom capacity using the total number of students served, which may result in an overall classroom capacity of over 100 percent. Staff at OCSS stated that this could happen for one of two reasons: throughout the class, students may drop out and instructors will enroll new students and/or instructors will occasionally overfill their classroom so that the average daily attendance will show a full class.

[212] Vocational education is comprised of career-technology programs and career enhancement modules.

[213] In FY 2014, TCI provided 153 vocational programs, which is a significant increase from 9 programs during the previous fiscal year.

[214] During FY 2014, TCI provided vocational education at a rate of 100.4 per 1,000 inmates, compared to the comparator prisons rate of 101.2 and the DRC average rate of 148.2.

[215] In FY 2013, TCI inmates earned five career-technology certificates.

[216] The rate is per 10 inmates enrolled in career-technology.

[217] The FY 2014 rate of career-technology certificates earned by TCI inmates was 5.0 per 10 career-tech enrollees, while the comparator prisons rate was 4.0 and the DRC average rate was 5.0.

[218] The rate of career-technology achievement does not take into account those students that may have enrolled during the latter part of the fiscal year and thus did not have enough time to complete the program.

[219] In FY 2013, the rate of certificates earned to academic enrollment was 27.2, compared to 14.9 in FY 2014.

[220] TCI's FY 2014 rate of academic certificates earned was 14.9 per 100 academic students enrolled, which was lower than the comparator prisons rate of 27.1 and the DRC average rate of 26.2 per 100 academic students enrolled.

[221] There were 38 GEDs earned in FY 2013, compared to 36 GEDs earned in FY 2014.

- TCI had the lowest attendance for educational programs when compared to other Level 3 institutions for the most recent quarter.[224] Additionally, TCI's attendance decreased between last quarter[225] and the quarter prior.[226,227]

On-Site Observation

- CIIC staff observed one educational program offered through Youngstown State University while on site. The program observed was an advanced English course.
- The class included two groups of inmates from separate institutions, as well as a professor, all connected via teleconferencing,[228] which exemplified unique collaboration to increase program access to the inmate population.
- Students seemed actively engaged in the activity and the on-site Youngstown State faculty dealt with disruptive inmates in an effective manner.

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 **ACCEPTABLE**.

Facilities

- The library was clean and well-maintained, with no major visibility or safety concerns.[229]
- The library has a large area with nine tables and 17 chairs, a small room designated for legal work with four computers, a work room for library/legal aid workers, and the librarian's office.
- A total of five inmate workers are employed by the library. In addition, there are three inmates who volunteer in the library.
- There are a total of eight computers for inmate use and five typewriters.[230]

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[222] Total GEDs achieved decreased across the DRC due to the conversion to the computerized GED.
[223] In FY 2014, the rate of GEDs earned per 100 inmates enrolled in GED classes at TCI was 11.9. The comparator prisons rate was 35.1 and the DRC average rate was 29.6.
[224] The most recent quarter includes data from October 2014 to December 2014.
[225] The last quarter, or the most recent quarter, includes data from October 2014 to December 2014.
[226] This quarter includes data from July 2014 to September 2014.
[227] TCI's had an attendance percentage of 91.5 for the most recent quarter, compared to 92.5 percent for the quarter prior.
[228] There was a group of inmate students from TCI and a group of inmate students from NERC. The Professor was from Youngstown State University.
[229] In the library, there are three large bookshelves that could pose a security concern. However, the presence of an additional officer may decrease this risk.
[230] Four computers have access to LexisNexis for legal research, two computers have word processing capabilities, and two computers are designated solely for reentry work. The five typewriters are designated for legal work.

- The library has a fully functioning reentry resource center, which includes two computers solely dedicated to reentry work,[231] as well as an entire bookshelf in the librarian's office with reentry materials.

Special Programs

- There are no special programs available through the library for inmates to participate in.

Access

- The library is currently open for approximately 32.5 hours per week, including both evening and weekend sessions.[232] On average, an inmate has open access to the library for approximately 4.5 hours per week, with the possibility for 3.5 additional hours per week with a pass.
- TCI's library can accommodate no more than 30 inmates at one time.
- As of February 2015, the library had 24,936 items, including 17 newspaper and 28 magazine subscriptions.
- For FY 2014, the rate of items in circulation per inmate was 2.0, which was higher than comparator prisons, although lower than the DRC average.[233]
- TCI had 14.6 library materials per inmate in FY 2014, which is a decrease from FY 2013. However, TCI's rate is higher than both the comparator prisons and the DRC average.[234]

D. OHIO PENAL INDUSTRIES[235]

CIIC's evaluation of OPI includes an interview with the Shop Manager and a review of financial and employment data. TCI does not operate any OPI shops.

E. REENTRY PLANNING

CIIC's evaluation of reentry planning[236] includes interviews of staff,[237] focus groups of inmates,[238] a document review, and inmate survey responses. Overall, CIIC rates reentry planning provisions as **ACCEPTABLE**.

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[231] The librarian relayed that the two computers designated for reentry work are often not utilized due to the extensive ONEStop Center that inmates have access to.
[232] Evening sessions are reserved for inmates who are outside workers and Youngstown State University students. Weekend sessions are only available for inmates who have a pass.
[233] In FY 2014, the comparator prisons rate was 1.1 and the DRC average rate was 2.1.
[234] In FY 2013, TCI's average rate of library materials per inmate was 20.1. In FY 2014, the comparator prisons rate was 8.5 and the DRC average was 8.0 library materials per inmate.
[235] 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.

Reentry Planning[239]

- In a review of past releases,[240] it was determined that 100 percent of the reviewed RPLANs were completed by the time the inmate was released.[241]
- To ensure timely RPLAN completions, the UMC prints a report of all inmates being released in the next 30 days and goes through to ensure each inmate has a completed RPLAN. Although there was no tracking system, the UMC appears to provide accountability for RPLAN completions.[242]
- The most recent job fairs for the main compound and the camp were held on October 20, 2014 and November 3, 2014, respectively. Eight community agencies participated in the main compound job fair, while 17 community agencies participated in the job fair at the camp.
- Inmates have access to the ONEStop Center which assists inmates with job preparation and skills needed to succeed upon release back into society.[243]
- During the focus group of TCI case managers, it was relayed that the biggest challenge to provide programming to inmates housed at the main compound is the lack of staff, while the biggest challenge to provide programming to inmates housed at the camp is lack of space.
  o Additionally, it was relayed that providing job readiness books[244] to inmates through the unit libraries could help reach a larger percentage of the inmate population.
  o The majority of case managers relayed that the inmates housed at the camp need to have access to the ONEStop Center at the main compound. However, executive staff relayed that there are sufficient resources at the camp.

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[236] 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.

[237] 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.

[238] 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.

[239] 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.

[240] CIIC staff reviewed the list of inmates released within the past 60 days.

[241] Twenty past releases were reviewed to ensure RPLAN completion. All of the reviewed RPLANs were completed by the time the inmate was released.

[242] 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.

[243] The ONEStop Center is provided through a partnership with Ohio Job and Family Services.

[244] Self-help books with information on resume writing and job applications were suggested.

Negatively,

- TCI offered five unit-based, reentry-approved programs in FY 2014 with a total of 96 inmate completions. Completions comprised 6.3 percent of the inmate population, which seems low.[245]
- During the most recent Internal Management Audit, TCI was found to be non-compliant with four Ohio Standards related to unit management.[246]
- Focus group participants[247] relayed that they do not have adequate access to programming. Additionally, a large majority of survey respondents, both on the main compound[248] and at the camp,[249] indicated that staff have not discussed with them the programs they should take while incarcerated.
- Only about half of survey respondents on the main compound relay that they know where to find reentry information.[250] Additionally, only 38.8 percent of camp survey respondents know where to find reentry information.[251]

Library Reentry Resource Center[252]

- TCI maintains a fully implemented Library Reentry Resource Center, with two computers[253] dedicated to reentry tasks and installed with Ohio Means Jobs and Ohio Career Information System (OCIS) software.

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[245] In FY 2014, TCI offered the following five unit-core, reentry-approved programs: Cage Your Rage (8 completed), Inside Out Dads (6), Money Smart (38), Thinking for a Change (34), and Victim Awareness (10). TCI had an average population of 1,523.3 inmates for FY 2014.

[246] TCI was found to be non-compliant with the following four standards:

- OH 01-23U: Unit management staff will conduct an assessment of the inmate's needs and risk to re-offend and recommend appropriate treatment and/or programming.
- OH 01-25: Unit management staff will complete a Prison Intake Tool (PIT) and Case Plan on inmates rated as a moderate/high risk on the PST and have one year or more of prison time remaining. PIT should be completed within 90 days of an inmate's arrival/transfer to the institution.
- OH 01-27: Offenders who are high risk and refused programming shall receive interventions from the Unit Team at least annually.
- OH 01-28: Unit Managers shall review program completion rates, class cancellation records, and other information of the programs their case managers complete. Unit Managers shall attend one program per case manager per quarter. They shall also file a quarterly report to the Chief of Unit Management.

[247] Ten inmates listed as within 30 days to release were randomly selected to participate in a reentry focus group.

[248] 79.5 percent of survey respondents on the main compound (n=151) indicated that staff have not discussed what programs they should take while incarcerated.

[249] 77.5 percent of survey respondents at the camp (n=80) indicated that staff have not discussed what programs they should take while incarcerated.

[250] 48.3 percent of survey respondents on the main compound (n=149) indicated that they do not know where to find reentry information.

[251] 61.3 percent of survey respondents at the camp (n=80) indicated that they do not know where to find reentry information.

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

[253] The two computers dedicated solely for reentry preparation, are installed with the Ohio Career Information System (OCIS) and Ohio Means Jobs references and website to support and guide inmates in preparation of employment and additional education. OCIS and Ohio Reentry Connections software

- o However, the librarian relayed that the computers are rarely utilized due to the availability of resources to inmates through the ONEStop Center.
- The librarian also maintains an entire bookshelf dedicated to reentry resource materials in her office that inmates can request to browse.

Community Connections

- A large percentage of survey respondents from the main compound, as well as a large percentage of camp survey respondents, indicated that they had not experienced problems with sending or receiving mail within the past six months.[254]
- A slight majority of main compound survey respondents[255] indicated that they had not experienced problems accessing the telephones within the past six months. In addition, the ratio of phones to inmates is very favorable at TCI.
  - o Conversely, a slight majority of survey respondents[256] at the camp indicated that they had experienced problems accessing the telephones within the past six months.
  - o In addition, focus group inmates relayed concerns regarding access to the JPay kiosks.
- A large majority of compound survey respondents[257] indicated that they had not experienced problems receiving visits within the past six months.
  - o However, approximately half of the survey respondents[258] from the camp indicated that they had experienced problems receiving visits within the past six months.
- Focus group participants relayed concerns regarding the visitation scheduling process, stating that "officers never pick up the phones" and "will place family members on hold for long periods of time."

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system allows inmates to create individualized job search accounts. OCIS is a career and college search

tool that can be used for the following purposes: learn about the different options for postsecondary education, research the most up-to-date career information available, find out what careers are in demand nationally and in Ohio, research colleges, universities and scholarship opportunities, read real world interviews given by someone in a career of interest, and find out how to prepare for a chosen career. On the last day of incarceration, the inmate's account 'goes live' so the inmate can access it from a computer outside the gate and send previously created job applications and cover letters to potential employers.

[254] 61.5 percent of TCI survey respondents on the main compound (n=148) and 67.9 percent of TCI survey respondents at the camp (n=78) indicated they had not experienced problems with sending or receiving mail.

[255] 53.6 percent of survey respondents (n=153) indicated they had not experienced problems accessing the telephones. Of those who did report concerns, the most commonly cited reason was not enough phones.

[256] 52.5 percent of survey respondents (n=80) indicated that they had experienced problems accessing the telephones. The two most commonly cited reasons were not enough phones (n=33) and the phones are broken (n=31).

[257] 65.1 percent of survey respondents (n=149) indicated they had not experienced problems with visitation within the past six months.

[258] 49.4 percent of survey respondents (n=79) indicated they had experienced problems with visitation within the past six months.

REHABILITATION AND REENTRY RECOMMENDATIONS

- Consider initiatives to increase GED achievement, including greater use of inmate tutors.

- Consider developing initiatives to increase inmate attendance for educational programming.

- Consider developing programs available through the library, such as book clubs and study tables.

- Consider ways to increase reentry approved program completions.

- Consider ways to advertise TCI's ONEStop Center to the inmate population.

- Evaluate camp inmate concerns' regarding access to telephones and visitation.

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 fiscal wellness as **GOOD.**

Budget Overview

- In FY 2014, TCI was under budget by $23,696.96 and used 99.9 percent of their allocated budget.[259][xxxiv] The highest expense was the institutional operations payroll which used 76.7 percent of the budget, followed by medical staff payroll (6.5 percent), and operational supplies (3.5 percent).
- As of March 2015, TCI had used 73.1 percent of their FY 2015 budget.[260] The highest expenses were also institutional operations payroll, mental health staff payroll, and medical staff payroll.[xxxv]

Chart 3
DRC Institutional Budget Allocations by Security Classification
FY 2015

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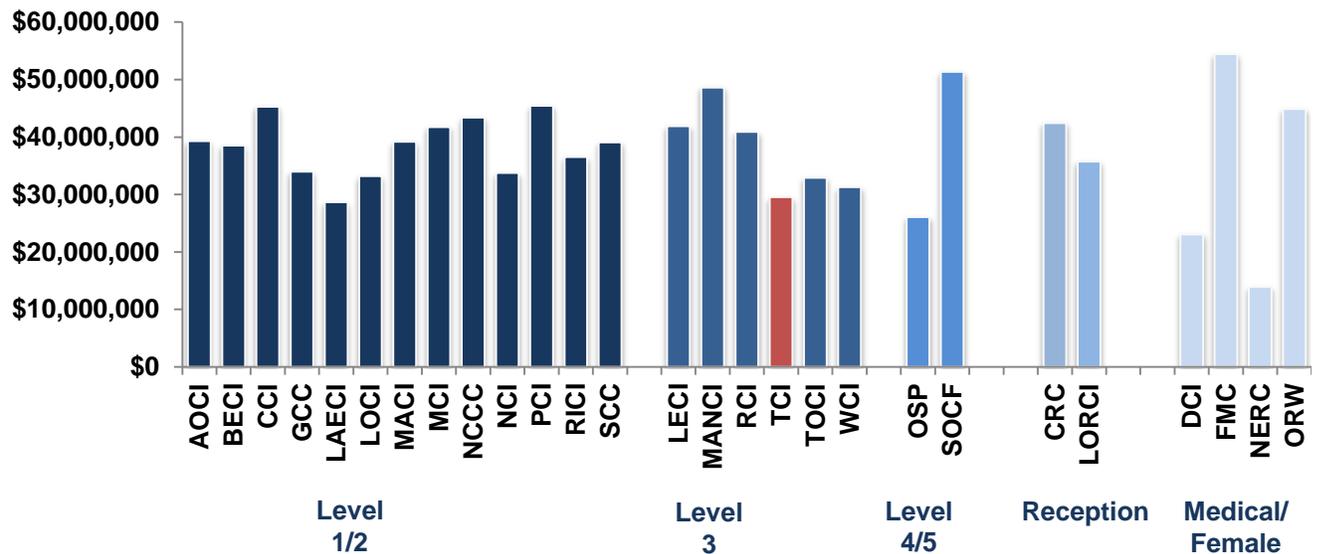
[259] In FY 2014, TCI was approved for a budget of $29,515,344.05 and spent $29,490,797.51 with an additional $849.58 as encumbrance. The remaining available balance of $23,696.96 was submitted to the DRC Operation Support Center to be used by the Department.
[260] The approved FY 2015 budget for TCI was $29,569,887.71 and spent $21,614,052.44 as of March 3, 2015 with an additional $336,329.96 as encumbrance.

Chart 4
Daily Cost per Inmate by Security Classification
FY 2015
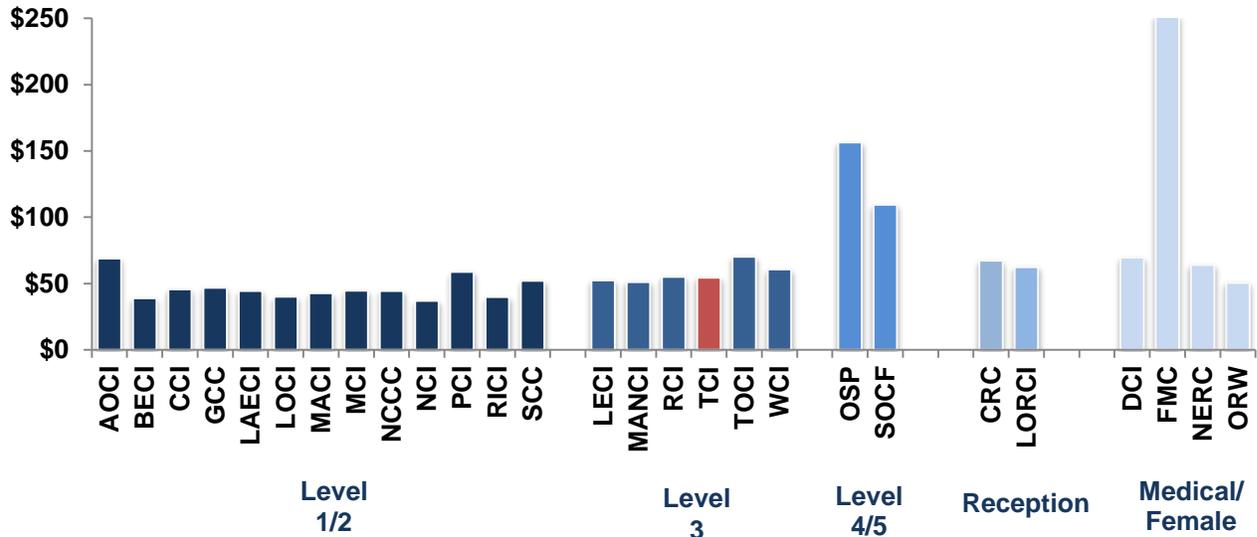
Fiscal Audits

- In their most recent external fiscal audit, TCI was compliant in six of their eight applicable standards for an overall score of 75.0 percent.[261][xxxvi]
- In their most recent internal fiscal audit, TCI was compliant in eight of their nine applicable mandatory standards for an overall score of 88.9 percent.[262][xxxvii] In comparison, TCI scored 100.0 percent on their previous fiscal audit.[263][xxxviii]
- The auditor required an action plan from TCI to address the standards that were not met during the external audit.[xxxix]

Overtime Management

- In FY 2014, TCI paid $1,680,051.14 in total staff overtime hours, which was an increase of 18.1 percent from FY 2013.[264][xl] The amount of paid overtime was significantly less than the DRC average for each fiscal year.[265][xli]

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[261] The institution was not compliant in regard to asset management and concerns related to the commissary fund.

[262] Most recent fiscal review of the Ohio Standards was conducted during June 17-19, 2014. TCI passed seven of eight Ohio Standards. TCI did not pass Ohio Standard 14-09 (Asset Management System).

[263] The previous TCI fiscal review of the Ohio Standards was conducted during FY 2012. TCI passed all nine of their applicable Ohio Standards.

[264] In FY 2013, TCI paid $1,422,185.20 in total staff overtime. According to staff, TCI opened the correctional camp during FY 2014 (July 1, 2013) and increased staff overtime to assist in running the camp.

[265] In FY 2014, the average DRC total staff overtime was $2,303,085. In FY 2013, the average DRC total staff overtime was $2,318,315.73.

- In FY 2014, TCI paid $1,429,623.86 in correctional officer overtime hours, which was a 21.9 percent increase from FY 2013.[266][xlii] The amount of correctional officer paid overtime was also more than the DRC average for each fiscal year.[267][xliii]
- As of February 28, 2015, TCI had paid $837,838.45 in total overtime costs for FY 2015 year-to-date, indicating that TCI is on pace to significantly decrease their total staff overtime.

Inmate Property Loss Reimbursement

- In CY 2014, TCI paid $840.69 in property loss payouts, which was a significant increase of 64.0 percent from CY 2013.[268][xliv] Their CY 2014 settlement rate also increased from CY 2013.[269] In CY 2013, the TCI rate of property settlements was lower than the average for comparator prisons.
- In CY 2014, TCI inmates filed 37 grievances regarding personal property including 24 grievances (64.9 percent) for property that was lost, damaged, or confiscated by staff.[xlv] Total property grievances increased in comparison to CY 2013.[270][xlvi]

Chart 5
Property Settlement Rates (per 1,000 inmates)[271]
CY 2013

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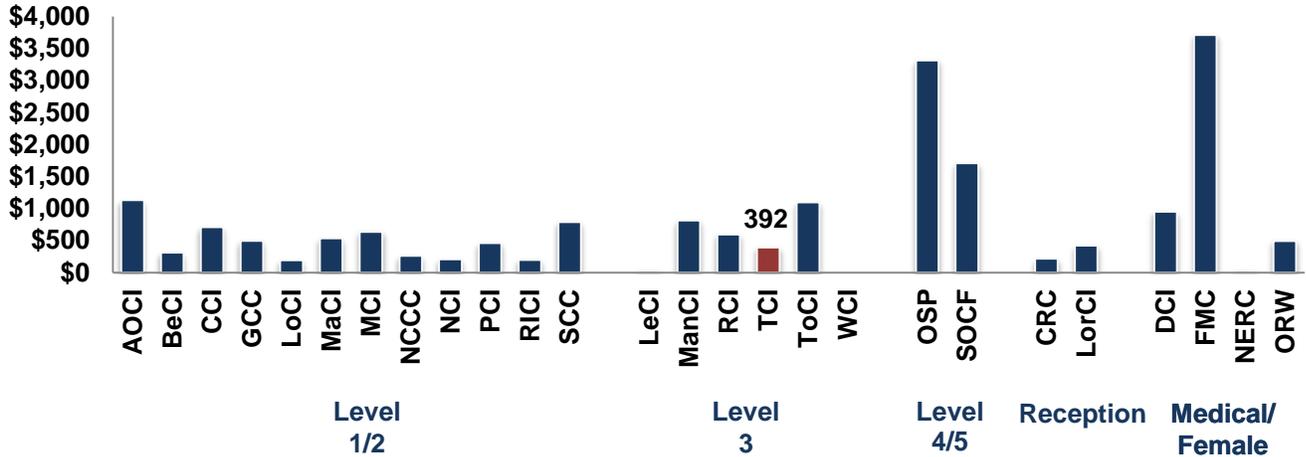
[266] In FY 2013, TCI paid $1,172,882.10 in correctional officer overtime.
[267] The average DRC correctional officer overtime was $1,876,780.44 in FY 2014. The average DRC correctional officer overtime paid in FY 2013 was $1,847,254.96.
[268] In CY 2013, TCI paid $512.55 for inmate property settlements.
[269] In CY 2014, TCI had a property settlement rate of $549 per every 1,000 inmates. In CY 2013, the TCI average property settlement rate was $392.
[270] In CY 2013, inmates filed 34 grievances regarding property loss including 29 grievances for items that were lost, damaged, or confiscated by staff.
[271] 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).

Cost Savings

- The following cost savings provided by TCI are based on initiatives that were implemented during CY 2014 :[xlvii]

  - Chemical dispensers[272] $10,860
  - Bulk purchase of rock salt[273] $4,704
  - Discontinuation of pillow cases $2,016
                                                                $17,580

Infrastructure

- TCI submitted the following capital improvement projects to improve its infrastructure during FY 2014:[xlviii]

  - Roof replacement for multiple units[274] $2,000,000
  - HVAC replacements $700,000
  - Shower renovation[275] $500,000
  - TCC metal roof repair $350,000
  - TCC recreation yard lighting[276] $100,000
  - Food service ramp replacement[277]   NR
  - Construct TCC multipurpose building[278]   NR
                                                                $3,650,000

B. ENVIROMENTAL SUSTAINABILITY

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

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[272] Total cost savings amount is based on average monthly savings of $3,620 per month. According to staff, the chemical dispensers were installed in the chemical room in approximately between December 2014 and January 2015.
[273] In 2014, TCI purchased bags of rock salt in bulk at a cost of $42.00 per ton compared to $4.97 per bag in 2013.
[274] TCI will replace the roof for the following buildings: B1, B18-B22, and the upper roof of housing units 12, 13, 14, and 15.
[275] TCI will renovate the showers in the housing units and the segregation unit.
[276] TCI requested funding to install mast lighting in the TCI camp.
[277] Request to replace the deteriorating concrete ramp located behind food service. There was no dollar amount provided by TCI.
[278] TCI would like to build a multipurpose building to house 500 inmates. TCI camp was built to house 250 inmates. Dollar amount was not provided by TCI staff.

Utility Conservation[279]

- In FY 2014, TCI significantly increased their water usage by 27.3 percent, their natural gas usage by 25.4 percent and their electrical usage by 14.6 percent.
- TCI also increased their total utility costs by 23.9 percent. The most significant increase was in regard to their natural gas costs which increased by 54.3 percent.[280]
- According to staff, the increase in utility usage and costs is a result of the correctional camp opening in FY 2014.[281]
- The FY 2013-2014 utility consumption and costs comparisons[282] are illustrated in the following chart:

Energy Type	FY 2013	FY 2014	Percentage of Change
Water (gal)	**47,817,728 (gal)**	**60,860,763 (gal)**	**27.3%**
	$331,136.09	$413,082.32	24.7%
Natural Gas (mcf)	**31,060 (mcf)**	**38,939 (mcf)**	**25.4%**
	$182,699.64	$281,910.57	54.3%
Electric (kwh)	**4,226,400 (kwh)**	**4,843,200 (kwh)**	**14.6%**
	$307,906.02	$323,181.87	5.0%
Total Costs	$821,741.75	$1,018,174.76	23.9%

- TCI conducted an energy audit which outlined the energy conservation initiatives from FY 2014.[283][xlix]

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[279] 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.

[280] Ibid.

[281] In FY 2014, TCI opened their correctional camp which resulted in providing additional gas, water, and electric for a 500 bed facility.

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

[283] The energy audit found the following: Increase in utility costs after opening a 500-bed correctional camp, new LED fixtures will be replaced at TCI, identified areas that need lighting 24 hours per day, ensured occupancy sensors are installed as needed, high efficiency light bulbs were installed, signs are posted throughout the facility to ensure everyone in the institution was aware of the importance of recycling, will upgrade to high efficiency boilers, replaced two washers and one dryer in the main laundry room, will remove the washers and dryers from 15 West block, TCI will continue to monitor thermostats to ensure the temperature is maintained at 68 degrees, and will consider installing ceiling fans to circulate heat.

Recycling

- In FY 2014, TCI recycling projects resulted in $14,678.11 of revenue which was a 38.4 percent increase from FY 2013.[284][l] The revenue rate that TCI earned from recycling in FY 2014 was better than the average for comparator prisons.[285]

Chart 6
Recycling Revenue Rates (based on inmate population)[286]
FY 2014
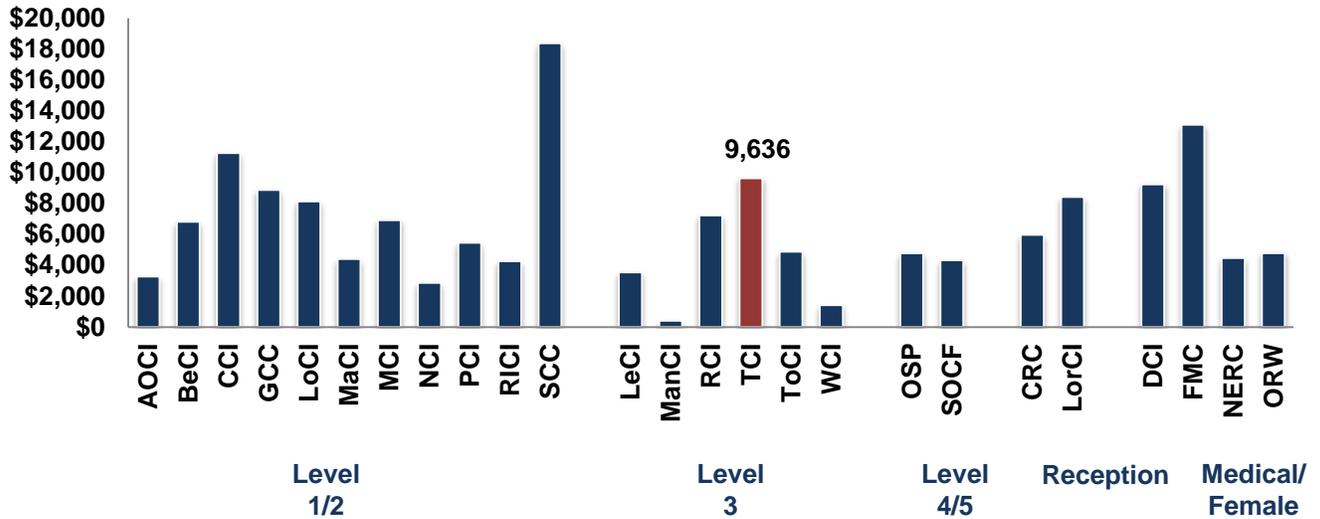
Waste Management

- TCI conducted a waste audit in an effort to further reduce waste in FY 2014-2015.[287][li]

Sustainability Cost Savings and Avoidance

- The following sustainability cost savings provided by TCI are based on initiatives that were implemented in CY 2014:[lii]

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[284] In FY 2013, TCI earned $10,607.78 in recycling revenue.

[285] In FY 2014, the TCI average recycling rate was $9,636 per every 1,000 inmates. The average recycling rate for comparative prisons was $4,234.

[286] 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.

[287] The most recent TCI conservation and sustainability plan (waste audit) was conducted in 2014 and found the following: TCI diverted 5.8 tons of waste per month and 69.54 tons of waste from the landfill, Correctional camp re-opened in 2013 and a focus was placed on recycling, and a trash sorting program was implemented at the TCC.

     ○   Reduction of trash bags[288] $17,460[289]

Sustainability Programs

- On the day of the inspection, staff relayed that TCI has the following sustainability program available to inmates:

Program Name	Participants	Graduates	Graduation Rate
Roots of Success[290]	**15**	**Currently in service**	**N/A**

- Additionally, TCI has 15 inmate reclaimers that earn $17 to $24 per month based on their experience.[291]

C. STAFF MANAGEMENT

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

Workplace Environment

- Overall, correctional officer interviews (n=13) provided positive insight regarding the TCI workplace environment.[liii]

  - Nearly all the officers interviewed feel supported by their administration and their immediate supervisor.
  - Most of the officers interviewed believe the institution is well-run based on the controlled movement of the inmates and the Warden's direction.
  - Additionally, most of officers interviewed believe that staff get along well and work well together.
  - Most officers interviewed rated morale as "average." Many of the officers believe that working in a prison environment with Level 3 inmates makes it difficult to have high morale despite how well the institution is run. However, the leadership of the administration has a positive effect on the officers and has helped morale.

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[288] Reduced the amount of small and large trash bags issued to the housing units per week from two cases to one case per week.

[289] Estimated annual cost savings based on installation of energy efficient windows in the Harmon building.

[290] As of March 23, 2015, TCI had 15 inmates enrolled in the "Roots of Success" program. The program was currently in its third week

[291] Inmates have the ability to earn monthly wages in the following increments of $17, $18, $19, and $24 per month.

- The large majority of officer survey responses (n=44) indicate that officers also have a very positive opinion of their workplace environment and their administration. [liv]

  Positively,
  - In regard to officers' opinions of the facility, the majority of officer survey respondents (92.7 percent) believe the facility is well run. Additionally, most officers (88.6 percent) have a good opinion of the facility most of the time. Most officers (80.5 percent) also believe the facility is run better now than it was a year ago. Additionally, 68.2 percent of the officer survey respondents stated that they feel appreciated.
  - In regard to the administration, most officers (88.4 percent) stated that they have confidence in the administration. Also, 83.7 percent of the survey respondents believe the administration is open to their input.
  - In regard to supervision, 93.2 percent of officer survey respondents understand their supervisor's expectations. Also, 86.0 percent of survey respondents relayed that their supervisor is available when needed and 79.5 percent of the survey respondents have confidence in their supervisor. In regard to favoritism, 67.4 percent of the officers indicated that favoritism is not an area of concern.
  - In regard to their fellow officers, 90.7 percent of survey respondents believe the people they work with are competent and 77.3 percent of survey respondents believe that officers follow their post orders. Additionally, 86.0 percent of survey respondents trust their fellow officers to have their back and 79.1 percent believe that most officers get along well at the facility.
  - Officer survey responses regarding their job were also positive as 84.1 percent are satisfied with their job. Also, 93.2 percent of the officer survey respondents believe they are trained well to do their job.
  - Less than half of the respondents frequently think about quitting or leaving the facility.

  Negatively,
  - Officers relayed concerns regarding inconsistencies in communication and employee discipline. Slightly less than half (48.8 percent) of the officer survey respondents stated that they receive inconsistent requests from two or more supervisors. Also, 54.5 percent of the officer respondents answered negatively in regard to a perception of inconsistent employee discipline.
  - Although the majority (61.4 percent) of the officers responded positively regarding the question of morale, there is some room for improvement in that area.

Evaluations

- In CY 2014, TCI staff completed 377 (100.0 percent) of 377 required performance evaluations on time. [lv] In CY 2013, TCI completed only 98.2

percent of their performance evaluations which was better than the DRC average. [292][lvi]

- Most officer survey respondents believe their direct supervisors conduct performance evaluations that present a fair and accurate picture of their actual job performance.[lvii]

Training[293]

- The FY 2014 TCI mandated training completion rates consisted of the following:[lviii]

  - CPR/ First-Aid: 100.0 percent[294]
  - Defense Tactics: 100.0 percent[295]
  - Firearms Training: 100.0 percent[296]
  - In-Service Training: 100.0 percent[297]

Turnover Ratio

- In FY 2014, TCI had an 8.4 percent total staff turnover ratio,[298] which was an increase from FY 2013.[299][lix] The 2014 turnover ratio was higher than the DRC average.[300]
- In FY 2014, TCI had a correctional officer turnover rate was also 7.8 percent, which was an increase from FY 2013.[301] However, the 2014 correctional officer turnover rate was less than the DRC average.[302][lx]
- As of March 2015, TCI had a 3.6 percent total staff turnover ratio for 2015 fiscal year-to-date.[303][lxi]

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

[293] 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.

[294] All 349 staff that attended successfully completed their CPR/First-Aid training.

[295] All 349 staff successfully completed their unarmed self-defense training.

[296] All 243 staff that attended successfully completed their firearms training.

[297] All 348 staff that attended successfully completed in-service training.

[298] Most of the turnover was a result of resignations.

[299] In FY 2013, TCI had a 5.9 percent total staff turnover rate.

[300] In FY 2014, the average DRC turnover rate was 7.8 percent.

[301] In FY 2013, TCI reported a 7.4 percent correctional officer turnover ratio.

[302] In FY 2014, the average DRC correctional officer turnover rate was 8.0 percent.

[303] During staff interviews, officers relayed that some reasons for staff turnover include resignations.

Vacancies

- On the day of the inspection, TCI reported 17 total vacancies[304] including 15 correctional officer vacancies (6.6 percent of total correctional officer positions).[305][lxii] The number of total vacancies is slightly higher than the number of reported vacancies from the 2013 inspection.[306][lxiii]

Recruiting and Retention Initiatives

- TCI recruiting initiatives includes attending local college job fairs. The most recent job fair attended by TCI staff was in Spring 2014. There are plans to attend additional job fairs in the future.[lxiv]
- TCI does not currently have any retention initiatives at the institution. However, staff relayed that career development opportunities are available at the DRC Corrections Training Academy.

FISCAL ACCOUNTABILITY RECOMMENDATIONS

- Develop strategies to reduce inmate property loss settlements.

- Evaluate increase in utility usage.

- Consider developing additional inmate sustainability programs.

- Consider developing retention initiatives.

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[304] In addition to the vacant correctional officer position(s), there is one correction captain position vacant and one administrative professional position vacant.

[305] According to their personnel staff, TCI received funding for 229 correctional officer positions. According to the TCI vacancy report, nine of the 15 correctional officer positions were on hold and could not be filled as part of the DRC four percent requirement. However, as of March 20, 2015, the four percent requirement was lifted and TCI is now permitted to fill all of their correctional officer positions.

[306] During the September-October 2013 inspection, TCI reported 15 vacancies including six correctional officer positions.

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 March 16, 2015.

The survey was administered using a systematic sampling method of inmates stratified by housing unit. A sample of approximately 495 inmates was selected from 1,520, the institutional population. The sample size was chosen so we would have 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 every third inmate 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 to place the survey in the envelope and place it in manila envelope provided by CIIC staff on the corrections officer's desk. CIIC staff conducted sweeps of each housing unit in the afternoon to pick up the manila envelopes on the officers' desks. Additionally, inmates had the opportunity to return the surveys by mail, at the expense of the inmate.

In the sample, approximately 433 surveys were given out. 77 inmates were not present in their housing unit during the distribution of surveys, five blank surveys and 237 completed surveys were returned. The number of completed surveys represents 15.6 percent of the total 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 6 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.

main compound
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?	151	4
Are you able to shower five (5) days a week?	151	1
Do you have the opportunity to exchange for clean sheets every week?	138	15
Do you have the opportunity to get cleaning chemicals every week?	120	31

Q2 How clean is your unit generally?

Very Clean 18
Clean 105
Unclean.. 26
Very Unclean 7

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

Usually... 41
Sometimes... 63
Rarely 39
Never filed... 13

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

Yes... 50
No 24
Not on chronic care caseload 80

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	23	51	42	18	7	13
Doctor	21	34	32	28	18	17
Dentist	27	30	33	19	16	22
Mental Health	22	25	25	9	6	58

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

Yes... 56
No 21
I do not need mental health services.................... 79

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

Yes... 81
No 75

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

Yes... 49
No 56
I do not need recovery services............................ 51

Q9 How could health care services be improved?

111

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

Very Satisfied	3
Satisfied	7
Neutral	25
Unsatisfied	50
Very Unsatisfied	71

If unsatisfied why?

Portion sizes	77
Quality of the meal	98
Lack of variety	70
Other: _____	43

What is your primary concern about food service operations?

Delays in service	21
Sanitation	71
Inadequate substitutes	60
Enough time to eat	49
Running out of food	21
Other: _____	33

Q11 How satisfied are you with access to recreation?

Very Satisfied	9
Satisfied	33
Neutral	52
Unsatisfied	37
Very Unsatisfied	24

If unsatisfied why?

Not enough time	41
Number of activities	46
Schedule not followed	26
Access denied by other inmates	8
Other: _____	21

FAIR TREATMENT

Q12 Do you know who the Inspector is?

Yes	64
No	91

Q13 Do you normally have access to the following:

	Yes	No
Kites	137	15
Informal Complaints	112	36
Health Service Request Forms (sick call slips)	129	17

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

	Yes	No	Never filed
Informal Complaints	15	76	59
Grievances	14	76	59
Grievance Appeals	15	66	66

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

Yes	56
No	94

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

No problems / reason to use	40
Grievance procedure does not work	46
Staff retaliation	45
Form not available	9
Do not want to be a snitch	17
Do not know how to use	10

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

Yes	64
No	88

If yes, did staff appropriately handle your complaint?

Yes	10
No	70

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

Yes	17
No	98
Don't know	39

Q19 Are your housing unit officers generally:

	Yes	No
Responsive to your needs	86	62
Professional	84	65
Fulfilling job duties	94	46

Q20 Have you been harassed, threatened, or abused by <u>staff</u> here?

Yes... 69

No... 86

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

Insulting remarks (about you or your family or friends)	46
Physical abuse (being hit, kicked or assaulted)	10
Sexual abuse	9
Feeling threatened or intimidated	44
Having your commissary / property taken	42
Race or ethnic origin	21
Religion / religious beliefs	14
Sexual orientation	12
Age	16
Disability / medical condition.........................	9
You were new here	17
Offense / crime	19
Gang related issues	20
Other: _____	15

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

Yes... 6

No... 145

Refuse to answer... 6

Q22 Where do staff/inmate sexual acts occur?

- 66

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

Yes... 91

No... 53

Q24 Do you feel that your Case Manager is helpful?

Yes... 103

No... 43

Do not know who this is.. 8

Q25 Do you feel that your Unit Manager is helpful?

Yes... 84

No... 55

Do not know who this is.. 15

SAFETY

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

Very Safe 19

Safe 19

Neutral 71

Unsafe 26

Very Unsafe 20

Q27 Have you been harassed, threatened, or abused by other <u>inmates</u> here?

Yes... 43

No... 107

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

Insulting remarks (about you or your family or friends)	25
Physical abuse (being hit, kicked or assaulted)	21
Sexual abuse	3
Feeling threatened or intimidated	26
Having your commissary / property taken	19
Debt	7
Drugs	6
Race or ethnic origin	10
Religion / religious beliefs	5
Sexual orientation	5
Age	12
Disability / medical condition.........................	4
You were new here	11
Offense / crime	10
Gang related issues	14
Other: _____	4

Q28 Where are violent incidents most likely to occur?

103

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

Yes.. 4

No 149

Refuse to answer... 2

Q30 Where do inmate/inmate sexual acts occur?

68

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

Yes.. 107

No 34

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

Prohibited substances are **NOT** available 37

Tobacco 33

Marijuana 31

Heroin 28

Cocaine.. 19

Suboxone (a.k.a. strips)....................................... 19

Prescription pills... 18

Alcohol / hooch 26

Other: _____ 7

Refuse to answer... 52

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

Gang activity is **NOT** frequent at this institution.... 34

Assaults 52

Theft... 46

Extortion.. 49

Gambling 35

Sex Trade 13

Drug Trade.. 28

Other: _____ 9

Refuse to answer... 40

Q34 How could this institution be made safer?

89

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

Yes.. 31

No 120

Q36 Do you know where you can find reentry information?

Yes.. 77

No 72

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

	Yes	No	N/A
Housing	77	62	9
Job	81	57	10
State ID	95	43	9
Food	91	46	9
Continuing Health Care (medication, etc.)	66	68	12
Recovery Services (NA, AA, etc.)	67	60	15
Education	93	42	11
County agency information	61	69	13

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

	Easy	Neutral	Difficult	N/A
Prison Job	47	46	50	3
Vocational Training	18	45	73	12
Academic Programming (ABLE, Pre-GED, GED)	40	49	45	13
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	34	56	52	7
Mental health/wellness programming	46	55	33	15
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	38	55	40	14

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

Yes.. 57

No 91

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

Yes 71

No 82

If yes, why? (Check all that apply)

Phones are broken 42

Not enough phones.. 61

Access denied by other inmates................... 32

Currently do not have phone privileges.......... 2

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

Yes 52

No 97

If yes, why? (Check all that apply)

Distance for visitors 24

Visiting hours / schedule 27

Visit scheduling process 24

Visitor turned away 20

Visitor not approved.. 5

I do not have people who want to visit 2

Currently do not have visitation privileges...... 0

Final Comments

Q42 What is ONE positive aspect of this prison?

123

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

137

DEMOGRAPHICS

Q44 What is your race?

White... 46

Black... 81

Hispanic.. 8

Biracial.. 12

Asian... 0

Other.. 6

Q45 How old are you?

Under 21 13

21-25... 26

26-30... 27

31-35... 20

36-40... 21

41-45... 17

46-50... 11

51-55... 11

56 and older... 5

Q46 What is your security classification/privilege level?

	1	2	3A	3B	4A	4B	5A	5B
Level	5	1	123	20	1	2	0	0

Q47 How long have you been incarcerated on this number?

	<1	1-2	3-5	6-10	11-15	16-20	21+
Years	14	21	55	34	6	11	10

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)...... 89

Sex offense... 16

Property offense (i.e. burglary, theft, etc.)............... 30

Drug offense 30

Fraud 2

Other... 19

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

Camp
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?	73	7
Are you able to shower five (5) days a week?	75	2
Do you have the opportunity to exchange for clean sheets every week?	71	5
Do you have the opportunity to get cleaning chemicals every week?	55	22

Q2 How clean is your unit generally?

Very Clean 2

Clean 42

Unclean 26

Very Unclean 9

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

Usually 13

Sometimes 38

Rarely 20

Never filed 9

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

Yes 21

No 14

Not on chronic care caseload 42

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

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	Never Used
Nurses	7	20	28	8	6	8
Doctor	10	17	23	8	4	13
Dentist	6	13	12	5	11	28
Mental Health	1	4	12	2	5	51

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

Yes 13

No 12

I do not need mental health services 54

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

Yes 45

No 32

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

Yes 28

No 30

I do not need recovery services 21

Q9 How could health care services be improved?

48

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

Very Satisfied 0

Satisfied 4

Neutral 11

Unsatisfied 24

Very Unsatisfied 41

If unsatisfied why?

Portion sizes 46

Quality of the meal 62

Lack of variety 50

Other: _____ 18

What is your primary concern about food service operations?

Delays in service 9

Sanitation 38

Inadequate substitutes 38

Enough time to eat 2

Running out of food 26

Other: _____ 19

Q11 How satisfied are you with access to recreation?

Very Satisfied 6

Satisfied 18

Neutral 22

Unsatisfied 20

Very Unsatisfied 13

If unsatisfied why?

Not enough time 3

Number of activities 36

Schedule not followed 6

Access denied by other inmates 5

Other: _____ 10

FAIR TREATMENT

Q12 Do you know who the Inspector is?

Yes 16

No 62

Q13 Do you normally have access to the following:

	Yes	No
Kites	73	5
Informal Complaints	65	13
Health Service Request Forms (sick call slips)	72	6

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

	Yes	No	Never filed
Informal Complaints	7	30	42
Grievances	7	23	46
Grievance Appeals	6	18	51

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

Yes 19

No 61

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

No problems / reason to use 30

Grievance procedure does not work 20

Staff retaliation 16

Form not available 3

Do not want to be a snitch 12

Do not know how to use 1

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

Yes 22

No 58

If yes, did staff appropriately handle your complaint?

Yes 2

No 23

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

Yes 9

No 35

Don't know 35

Q19 Are your housing unit officers generally:

	Yes	No
Responsive to your needs	46	30
Professional	44	31
Fulfilling job duties	41	30

Q20 Have you been harassed, threatened, or abused by <u>staff</u> here?

Yes 20

No 60

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

Insulting remarks (about you or your family or friends)	16
Physical abuse (being hit, kicked or assaulted)	3
Sexual abuse	1
Feeling threatened or intimidated	14
Having your commissary / property taken	16
Race or ethnic origin	7
Religion / religious beliefs	7
Sexual orientation	1
Age	3
Disability / medical condition........................	0
You were new here	3
Offense / crime	3
Gang related issues	2
Other: _____	4

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

Yes 1

No 74

Refuse to answer 5

Q22 Where do staff/inmate sexual acts occur?

26

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

Yes 58

No 18

Q24 Do you feel that your Case Manager is helpful?

Yes 39

No 37

Do not know who this is 3

Q25 Do you feel that your Unit Manager is helpful?

Yes 42

No 31

Do not know who this is 3

SAFETY

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

Very Safe 14

Safe 27

Neutral 32

Unsafe 4

Very Unsafe 3

Q27 Have you been harassed, threatened, or abused by other <u>inmates</u> here?

Yes 18

No 62

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

Insulting remarks (about you or your family or friends)	11
Physical abuse (being hit, kicked or assaulted)	5
Sexual abuse	1
Feeling threatened or intimidated	12
Having your commissary / property taken	2
Debt	1
Drugs	2
Race or ethnic origin	3
Religion / religious beliefs	4
Sexual orientation	0
Age	4
Disability / medical condition........................	0
You were new here	3
Offense / crime	1
Gang related issues	1
Other: _____	1

Q28 Where are violent incidents most likely to occur?

43

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

Yes 1

No 78

Refuse to answer 1

Q30 Where do inmate/inmate sexual acts occur?

31

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

Yes 63

No 15

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

Prohibited substances are *NOT* available 28

Tobacco 17

Marijuana 16

Heroin 10

Cocaine 4

Suboxone (a.k.a. strips) 10

Prescription pills 10

Alcohol / hooch 16

Other: _____ 7

Refuse to answer 20

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

Gang activity is *NOT* frequent at this institution 41

Assaults 6

Theft 7

Extortion 6

Gambling 9

Sex Trade 3

Drug Trade 7

Other: _____ 3

Refuse to answer 12

Q34 How could this institution be made safer?

34

REHABILITATION AND REENTRY

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

Yes 18

No 62

Q36 Do you know where you can find reentry information?

Yes 31

No 49

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

	Yes	No	N/A
Housing	36	44	0
Job	38	40	0
State ID	40	37	0
Food	37	41	0
Continuing Health Care (medication, etc.)	30	45	3
Recovery Services (NA, AA, etc.)	28	37	12
Education	36	36	6
County agency information	30	47	1

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

	Easy	Neutral	Difficult	N/A
Prison Job	47	21	12	0
Vocational Training	3	17	49	7
Academic Programming (ABLE, Pre-GED, GED)	17	27	25	4
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	18	29	30	0
Mental health/wellness programming	16	24	17	19
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	20	22	22	14

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

Yes 25

No 53

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

Yes.. 42

No 38

If yes, why? (Check all that apply)

Phones are broken 31

Not enough phones... 33

Access denied by other inmates 8

Currently do not have phone privileges.......... 0

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

Yes.. 39

No 40

If yes, why? (Check all that apply)

Distance for visitors 7

Visiting hours / schedule............................... 20

Visit scheduling process 15

Visitor turned away 32

Visitor not approved.. 5

I do not have people who want to visit 1

Currently do not have visitation privileges...... 0

Final Comments

Q42 What is ONE positive aspect of this prison?

67

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

74

DEMOGRAPHICS

Q44 What is your race?

White... 42

Black... 25

Hispanic.. 2

Biracial 5

Asian... 0

Other.. 5

Q45 How old are you?

Under 21 0

21-25... 5

26-30... 11

31-35... 17

36-40... 17

41-45... 11

46-50... 7

51-55... 7

56 and older.. 5

Q46 What is your security classification/privilege level?

	1	2	3A	3B	4A	4B	5A	5B
Level	78	0	1	0	0	0	0	0

Q47 How long have you been incarcerated on this number?

	<1	1-2	3-5	6-10	11-15	16-20	21+
Years	23	35	13	7	1	1	0

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)...... 13

Sex offense.. 4

Property offense (i.e. burglary, theft, etc.).............. 14

Drug offense 38

Fraud 4

Other... 18

DO NOT WRITE YOUR NAME OR NUMBER ON THIS FORM

TCI Compound Open-Ended Responses

What is ONE positive aspect of this prison?

1. –
2. This is a very nice prison and the staff is great. I don't see nothing wrong here. It does have problems but all prisons does.
3. None
4. Nothing
5. Warden
6. It got my self right
7. Cells
8. –
9. Close to home!
10. –
11. The unit staff is very helpful
12. N/A
13. –
14. Warden LaRose is a no bullshit Warden! This is the safest prison on the planet!
15. A lot of CO
16. –
17. Family worship
18. They haven't killed me due to neglect yet
19. Nothing
20. Nothing for real we used to have a good movie channel before they changed it
21. I'm now closer to home
22. None
23. It's quiet
24. Warden
25. I can teach and go to church
26. We have a good chapel and we are able to worship with our families every three months
27. Church, school
28. School
29. Church, school
30. Staff are well trained and helpful
31. Cells (not a dorm)
32. Cells, and I feel safe
33. Inmates help each other
34. Nothing
35. –
36. –
37. It's laidback. Not a lot of problems for me
38. It is small
39. Program for my kids

40. None
41. COs do try to show concern for your needs!
42. You learn how to gangbang, make lives, extort people, be dangerous, intimidate.
43. Can't say!
44. Some staff are down to earth and respectful
45. –
46. –
47. –
48. It ain't no stealing at the camp and staff helps you.
49. Close to home
50. –
51. Your family
52. –
53. Fuck TCI. I am a certified savage.
54. A chance to correct self, so that I can live my life as a free man!
55. –
56. They got fundraisers
57. 3A GED privileges
58. Nothing
59. None
60. Don't know
61. –
62. It is close to my home
63. –
64. Low violence
65. It's laidback. Easy to do your time.
66. Close to home
67. It's not dangerous and violent. Church program, and staff respect you.
68. There is not much stealing
69. –
70. Music program but could be improved
71. Don't know
72. It's clean
73. Cleanly
74. Some staff are more like people than Wardens
75. Not been here long enough to tell
76. –
77. It's clean and small
78. Don't know
79. To me it's close to my home that's all
80. Free clothes. Free healthcare. Free housing.
81. None to be honest. The Warden's support is trash. He sets us up for failure. No programs.
82. –
83. Warden is open to more discipline and regulations

84. –
85. Close to home!
86. Closer to home
87. –
88. Wellness program
89. Free education
90. Privacy in cells
91. It's not one
92. None
93. Educational programs
94. That the way it's ran doesn't stop my time that I'm doing
95. None
96. Laidback
97. –
98. College/school
99. Laidback – not very violent
100.   You can get GED and training
101.   It teaches a person how to be patient
102.   Time to clean up and think about what to make of the rest of my life
103.   Close to my family for visits
104.   –
105.   I'm close to my family
106.   Close to family
107.   They have good inmate maintenance
108.   That the COs here make you feel safe when it come to harm by others!
109.   –
110.   –
111.   School
112.   –
113.   Really nothing. I'm almost a year to the gate and there is no programs I've yet to enroll in. I can't get into a halfway house my last six month because I'm level 3.
114.   Vocational training
115.   –
116.   Learning from others!
117.   –
118.   –
119.   –
120.   Generally there's no problem celling with the person you want to cell with. Your cell is supposed to be a refuge.
121.   There ain't one it's horrible
122.   We have cells
123.   It has a door that I can leave through to go home
124.   Warden LaRose
125.   Laidback atmosphere. Small population
126.   Don't really know!

127.	–
128.	That you can remain here if you want to and need to
129.	Close to home/family
130.	The sport teams
131.	Programs
132.	None
133.	N/A
134.	It's laidback for the most part
135.	Don't know
136.	It ain't one
137.	None
138.	They are hard on rule breaking
139.	–
140.	–
141.	–
142.	–
143.	Nothing is ever positive about a prison
144.	COs listen to us
145.	Apprenticeship programs
146.	Christianity love (Jesus)
147.	Family members are closer
148.	It's closer to my family
149.	Small
150.	TCI is close to home
151.	Close to home
152.	Close to my home
153.	–
154.	Close to home
155.	N/A
156.	N/A

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

1. –
2. More to do we are sitting ducks waiting to see what will happen next open up rec more, get cable, better food, and get rid of the gangbangers. This prison is too small for BS. That's what Lebanon and Mansfield is for.
3. More help
4. More TV channels like sports
5. Get staff to work together and communicate instead of fight and sabotage each other.
6. Get more jobs for us
7. Freedom of movement
8. –
9. Better food service!
10. –

11. Food service is atrocious
12. N/A
13. Open up visiting hours. Remove reservations. Allow visitors to stay during count time instead of forcing them to leave while we sit idle.
14. More staff like LaRose!
15. Food/job
16. –
17. More JPay machine
18. A new administrative system to hold prison workers accountable for abuse
19. Warden
20. The movie channel and our first shift COs
21. –
22. I need another sheet of paper to explain that
23. More rec
24. To stop changing rules every day
25. Separation of old and young
26. –
27. More rec time
28. More rec time
29. More rec time
30. Reduction in gang activity
31. Better commissary. Better use of I&E fund for movies
32. 30 and over block
33. Food
34. Allowing people with sex cases in the dog program. Other prisons do.
35. –
36. Food without nitrates
37. Get rid of Felons and get cable
38. 12E changed back to the way it was before it became gang central. 35 and over/mental health unit.
39. Anything
40. More program
41. Ride more of these younger punks out and keep the older inmates here because of the small facilities!
42. Non gangs, more phone and JPays and tobacco. Longer visits and sexual visits.
43. The decrease in drugs. It's flooded here.
44. Access to the music program to keep me out of trouble.
45. –
46. –
47. The way they treat us
48. People who get in trouble with lie on other people to care their self up. [?]
49. More acceptable of GLBT people
50. More freedom more space to move
51. I would like to see them open 15W 15E back to 3A and stop putting people in the cell with 4B inmates, having people sleep on the floor

52. –
53. More Columbus people
54. A sooner release date! I have no desire to change anything in any prison. My desire is to change statistics by not coming back!
55. –
56. The food need to change. They have the same cold things every week.
57. 3B be taking away and 3B commissary changed
58. Food
59. Out with 3B
60. Bring smoking back!
61. –
62. The way they do visitation could be better
63. –
64. More interaction with staff
65. More programs!
66. Doesn't matter…does it?
67. Religious services are shared with 3B inmates and they come just to talk at the service
68. –
69. It doesn't matter. It won't change
70. More movies
71. None
72. Weed out some problem inmates
73. More recreation program
74. Real food and gangmembers gone
75. Approved to visit in order to send money STOP
76. –
77. Cable TV
78. Everything
79. More things to do
80. Cable TV
81. More programming/activities
82. The administration seem to make rules so they can send inmates to 3B
83. More body searches during outside movements from programs. I.e. art and crafts, school, recreation
84. –
85. An open yard!
86. Bring weights back
87. –
88. More programs that can benefit inmates for when they are released
89. Officers not playing favorites
90. More evening rec
91. The staff
92. The disrespect from the officers
93. Get rid of the controlled movement
94. More women

95. Food, staff, job
96. Open yard
97. –
98. Staff in respect among everyone
99. A new doctor/health care provider or level of healthcare. The Dr. here is rude and inconsiderate and disregards medic complaints.
100. More programs, better food, more workout stuff
101. More phones, better food, bigger, portions, more recreation
102. Better food service – state pay raise
103. No Heartless Felons
104. –
105. –
106. 3B changed to house violent, gang related, sexual assault, threats to staff or other inmates/ not for talking to someone on the yard or having minor contraband / guy gets caught with a cellphone
107. How this prison is run by their staff
108. More and better commissary
109. Rotate the staff 6 months and they move on. That way targeting slows down. Staff do target.
110. TV stations
111. Me I don't get into all that. I just doing my time.
112. Eliminate gang control of phones and intimidation of inmates not in gangs
113. More programs and if you're 6 months to going home you can get into a halfway house. I can't because I'm level 3.
114. Being able to take more than one year long vocation
115. More positive programs and more rec
116. More visiting privileges and accessibility to communicate with family/visitors
117. –
118. –
119. Something should be done about the gang situation
120. Having older inmate – 50-60 years old and older being in the cells with inmates in them teens and 20s – unless requested.
121. Have a yard day with all the inmates.
122. That we get better mattresses or spring beds. The steel is bad on our backs. It's a rough sleep.
123. N/A
124. Better technology. Extra JPay kiosk
125. 3B security status used as a security status like it was intended and not as a general punishment!
126. A 35 and over block
127. –
128. Quieter – no keyboards, amplifiers, boomboxes, restrict loud noise. Keep shirts on and pants pulled up.
129. Consistency in rec. Better educational/vocational programs

130.   TV programming
131.   Food
132.   New staff
133.   Some staff
134.   More access to the library.
135.   Stop using so much use of force and stop making everyone
136.   It don't matter to me am on my way home
137.   Frequently change of movies
138.   Gang activity
139.   –
140.   Get tough on these gangs: Heartless Felons
141.   –
142.   –
143.   Positive reinforcement, active groups that benefits society, and children, cable channels. Make inmates' words count.
144.   3B. They put us in 3B but don't want to let us out
145.   Gang activity demolished
146.   To get released
147.   [redacted] and [redacted] has to be informed
148.   [redacted] and [redacted] took off their post
149.   More technical job training
150.   [redacted] and [redacted] revoked of their positions
151.   Change in food
152.   Proper chain of command
153.   I would like to see more fundraisers
154.   Cable TV
155.   The 3B visiting schedule and hours. They made it Wed/Fri mornings only my family works all week
156.   N/A

TCI Camp Open-Ended Responses

What is ONE positive aspect of this prison?

1. Don't have to worry about stealing and gangbanging.
2. The time we are allowed outside
3. –
4. Outside rec
5. TV
6. Close to home
7. I'm a program aid for NA and AA and it has given me the ability to get the services I need.
8. Safe
9. –
10. It is a good place to be. This is my first number
11. –
12. Mr. Caja is an exceptional employee when compared to other staff
13. –
14. It's closer to home. My family don't have a long way to come and visit.
15. N/A
16. Everybody is going home
17. Somewhat safe
18. –
19. Location
20. Not one at all
21. It's close to home
22. It's calm
23. Can't think of one
24. Close to my family and support system
25. Level 1
26. None
27. It's close to home so my family can come see me
28. Computer classes
29. Close to home
30. None
31. Prisoner integration. No gang activity.
32. –
33. The people that work here
34. It gets you ready for going home
35. Nothing
36. TV
37. The ability to walk outside
38. Close to home
39. Nice yard with fresh air in woods
40. It's safe from gang activity
41. It's really laidback as far as the inmate population

42. The laidback feel and basic respectful nature of most staff and many inmates really reduces unnecessary stress of environment
43. –
44. Religious activities
45. It's laidback
46. None to me
47. The freedom to do nothing at all
48. Access to yard
49. AA/NA
50. –
51. I haven't had any problems. It has a great religious Bible study church
52. It's close to home
53. –
54. None
55. Close to home
56. Very routine
57. –
58. It's laidback
59. None
60. Commissary
61. Safety
62. –
63. The calls is 96¢ for local calls
64. Freedom of movement
65. Going outside
66. Cable TV
67. Rec yard
68. –
69. None
70. It's safe, and it's clean for now
71. I have a cool bunkie
72. N/A
73. It's safe
74. It's safe
75. –
76. It's close to Cleveland
77. It's close to home
78. Outside a lot
79. –
80. The freedom

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

1. I've been trying to transfer since last July and nothing has happened. I'd like to see the people dealing with that process to do their jobs.

2. Our visitors not having to stand outside in the elements. It's like they're being punished for coming to visit us.
3. When it's time to go to chow people stand in the hallway. The COs should take their IDs and make them eat last and give them a ticket.
4. More programs
5. The food
6. Make it a 35 and over camp
7. Better food and work out equip – i.e. the weight machines
8. More outside jobs
9. Better work out equipment and fixed pool table
10. More programs, outside jobs, more to do
11. –
12. Programs for future job training and skill sets for reentry
13. –
14. Better recreation equipment. Need better movie station
15. N/A
16. More reentry programs
17. Quality of food. More vocational trade programs
18. An indoor rec
19. Longer phone time, more late nights, leave yard open later. Lights on at 8 am, off at 8-9 pm. Tension is much higher with lights on for so long!!
20. More programs and more staff trying to help us beside of them talking down on us
21. I would've like to have been able to gain certification in a vocational/trade program, but there aren't any available.
22. A weight cage and more rec opportunities / more programs, better food!
23. More tobacco
24. Same as question #34. Make this camp all about wanting to better yourself and not about bodies that are new to prison. Make it a step-down/reward system to be here.
25. More programs and more recreation
26. Programs
27. More things for us to do like other programs
28. Decrease population to a level of human decency
29. More programs for good days
30. Programs. Visit.
31. More professionally managed programs
32. Food, visiting
33. The selling of tobacco
34. They don't come back
35. More women
36. Programming/vocations
37. More activities/more programs
38. Tobacco back
39. Aramark food service eliminated!
40. More programs and education for when we're released

41. They need more programs
42. More activities as far as self improvement (intellectual or physical)
43. –
44. More skills training
45. More programs
46. Food
47. More programs
48. Programs to and in getting a real job, not some BS program to satisfy the same.
49. More CDL class
50. Better food
51. Access to cleaning supplies
52. Cubicle walls in the bunk areas dividing the bunks
53. Better food
54. Be treated like it's an honor camp not a Level 2
55. Admin staff treating Level 1 offenders as Level 1 offenders not Level 3 offenders
56. Asphalt track
57. –
58. –
59. Food service
60. Bigger visitation space, easier and more frequent access to programs
61. Activities increased and less staff abusing their power
62. –
63. Is everybody get treated right!!
64. Enforcement of rules, CO more active in, prevention of inmates taking excessive amounts of ice, forcing inmates to clean up after themselves after using common areas. Prevent congregating in sleeping areas.
65. Later dayroom hours
66. Would like to see more things for kids in the visiting room, i.e. toys, books, boardgames, coloring books, etc. There is nothing here for kids. After visits both here and at Marion Correctional Inst, my daughter was very disappointed with our visit here. She's 6 years old.
67. More things to do. Cleaner - dorm was cleaning this morning prior to you guys coming.
68. Need hand soap in the restroom so all inmates can wash their hands before leaving out. Better TV movies and stations like TNT, FSN, Spike, and TBS
69. Close this prison. It's unhealthy – full of staph infection. Very unsanitary
70. Dental – they need to start fixing teeth. We need our teeth. I think it would help in getting a job and confidence.
71. Respect from staff. A children's area in visitation. Better workout equipment.
72. N/A
73. The staff be more respectful
74. Outside work for inmates in the community
75. Make it a 35 and over camp
76. A bigger library! Not to be treated like a Level 3!

77. Me not being here
78. More late nights (we're in a Level 1 camp)
79. –
80. The option to rent TV here instead of buy

B. OFFICER SURVEY

A voluntary, confidential and anonymous survey of a representative sample of the officer population was carried out during this inspection on March 16, 2015.

The survey was administered using a systematic sampling method of inmates stratified by housing unit.

At the beginning of the inspection, institutional staff provided a printout of officers by shift to CIIC staff. CIIC excluded officers assigned to third shift from the sample. CIIC staff selected two of every three officers assigned to either first or second shift. The Shift Supervisor then handed out the blank surveys and envelopes to the selected officers. After completion, officers were instructed to place the survey in the envelope and place it in the secure box in the Roll Call Room. Additionally, officers had the opportunity to return the surveys by mail, at the expense of the officer.

CIIC received back 45 completed surveys, or 20.8 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.	1	0	2	10	23	5
Q2	This facility runs better now than it did one year ago.	1	4	3	14	15	4
Q3	Post orders are consistently followed.	2	4	4	12	18	4
Q4	I am adequately informed when I come on shift.	1	2	4	13	20	4
Q5	I have the training I need to do my job well.	1	1	1	14	18	9
Q6	I am required to work an excessive amount of overtime.	5	19	8	7	4	1
Q7	Staff morale in this facility is good.	6	4	7	13	10	4
Q8	I have a good opinion of this facility most of the time.	3	0	2	19	16	4
Q9	Considering everything, I am satisfied with my job.	0	4	3	12	19	6
Q10	I feel like officers are appreciated at this facility.	2	5	7	10	18	2
Q11	I frequently think about quitting my job at this facility.	11	10	6	9	6	2
Q12	Most staff get along well at this facility.	3	2	4	16	14	4
Q13	I trust my coworker to have my back.	1	2	3	12	18	7
Q14	The people I work with are competent.	2	2	0	17	18	4
Q15	I have confidence in my supervisor(s).	2	0	7	10	15	10
Q16	My supervisor is available when needed.	1	3	2	9	16	12
Q17	I know what my supervisor expects of me.	0	1	2	10	21	10
Q18	I receive inconsistent requests from two or more supervisors.	3	12	7	11	6	4
Q19	My last annual performance rating presented a fair and accurate picture of my actual job performance.	1	2	4	7	22	7
Q20	My supervisor gives me good feedback on my job performance.	0	2	4	12	18	7
Q21	Supervisors show favoritism.	3	8	3	12	7	10
Q22	The right people receive promotions at this facility.	8	8	7	8	7	5
Q23	Employee discipline is consistent here.	11	7	6	11	7	2
Q24	This facility's administration is open to my input.	1	5	1	13	18	5
Q25	I have confidence in this facility's administration.	3	0	2	17	15	6

Q26 What is one positive aspect of this facility?
    32

Q27 What is one change that you would make?
    32

TCI Staff Survey Open-Ended Responses

What is one positive aspect of this facility?

1. Giving me pepper spray
2. No matter what, when it's needed most, everyone works together & gets the job(s) done!
3. –
4. -
5. This institution in my opinion runs smoothly
6. Hiring
7. The people I work with
8. -
9. -
10. -
11. That I get a paycheck and benefits
12. The Warden truly cares about staff.
13. Some of the staff try to do a good job.
14. Staff support each other in times of need.
15. -
16. The way the yard movement works
17. My co-workers
18. N/A
19. I have a job
20. You can speak to the Warden at anytime and he does try to address the situation
21. Experienced officers.
22. -
23. -
24. family oriented.
25. -
26. There are a few good men here!
27. We have a very good Warden. Best one I have worked for in my 22+ years here at TCI.
28. -
29. -
30. Close to my home
31. -
32. Staff gets strong backing & concern that staff safety is paramount
33. Closeness to home
34. good co-workers
35. Good
36. Personnel Dept.
37. Open door w/ upper management
38. Very good response time by staff on MDA's & Sig. 3.

39. Staff is helpful
40. The people.
41. STAFF
42. The togetherness of the staff
43. -
44. Everyone works together as a team and helps each other out.

What is one change that you would make?

1. Enlarge the segregation
2. Rid of Level 3B's (should have their own 3B facility) Levels should NOT be shared same facilities!
3. -
4. More disciplined culture
5. More staff on yard. Frequent checks of staff coming into institution.
6. We are a team act like one.
7. Need consistency between shifts
8. -
9. -
10. -
11. How about pay raise not having raises for many years brings morale down no matter how you look at it
12. Most supervisors I would let go. They don't know what to do most of the time and are very poor leaders.
13. Consistency w/ staff, enforcing to follow post orders & disciplines.
14. Add more correctional staff to help in areas of the inst. that are short-handed.
15. -
16. More restricting for 3B units
17. SGT. Promotions done by merit 1st then seniority.
18. Remove staff when guilty
19. Promote on merit not because I'm your friend.
20. Favoritism needs to stop every staff person should be the same.
21. get rid of the "I'm on the clock system"
22. -
23. -
24. stricter rule on inmates or enforce the ones we have.
25. -
26. Go back to basics. Have back to basics. Too many ways of giving in to inmate needs.
27. More consistency!!! Make all institutions either A's & B's. Institutions would run much smoother. I know TCI would.
28. -
29. -
30. Promotions to friends of those in high places
31. -
32. Get rid of Aramark

33. Deserve a raise based on years of performance above and beyond
34. More staff.
35. More facilities for adequate programming
36. Communication. Equal opportunity training
37. Stricter rules on 3b inmates
38. More officers on yard, rec, & seg.
39. NONE
40. Less favoritism
41. NONE
42. NONE
43. -
44. N/A

C. INSTITUTIONAL CHECKLISTS

AREA INSPECTED: HOUSING DORMS   A1 A2
                                           11u 107

HOUSING UNIT: ___A₁ ₊ A₂___   Inmate Count: _2_

		COMMENTS
1. What is the security classification and privilege level of the unit population?	\	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☑ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are bunk areas?	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
4. Are views of beds in dorms obstructed?	YES (NO)	
5. How clean are common areas?	Exceptional ☑ Good ☐ Acceptable ☐ Needs Improve ☐	
6. What is the room temperature?	Acceptable ☑ Too hot/cold ☐	
7. Bathroom facility count	Toilets– 18 Urinals – 0 Sinks – 16 Showers – 1u	
8. How many are inoperative? - Inmate porter asked ☐	Toilets– 0 Urinals – 0 Sinks – 0 Showers – 3	
9. If any of the above are inoperative, have maintenance work orders been submitted?	(YES) NO	
10. How quickly are maintenance work orders completed?	usually a week unless parts needed	
11. How clean are toilets/urinals? - Inmate porter asked ☐	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
12. How clean are shower facilities? - Inmate porter asked ☐	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	some rust
13. How often are shower/toilet facilities cleaned?	Every shift ☑ Daily ☐ Weekly ☐	every count
14. Are the following all operational? - Phones # 12 - Laundry Facilities # 3w 4D - Drinking Fountains # 2 - Ice machines # 1 - Microwave # 3	Y ☑ N ☐ N/A ☐ Y ☐ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐	

STAFF ACCOUNTABILITY			
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked ☑	(YES) NO		
16. Is the first aid box secured? -First Aid box checked ☐	(YES) NO	Small first aid bag on unit - locked box in staff area	
17. Is the fire extinguisher receiving monthly inspections? / -Extinguisher checked ☑	(YES) NO		
18. How many officers are on duty per shift?	1st – 1 2nd – 1 3rd – 1		
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☑	(YES) NO		
20. How many shakedowns are performed on each shift? -Log observed ☐	min. 2	Date 3/10 # 4 Date 3/5 # 8 Date 2/26 # 8	each shakedown = whole bunk (2 inmates)

ACCESS TO CIIC, PROGRAMS, STAFF			
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐		
22. Are the following forms in stock on the unit? -Forms observed ☑	Kites ☑ ICRs ☑ HSRs ☑		

STAFF ROUNDS											
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/25	8²⁰	8³⁰	3/14	8³⁵	8⁴⁵	3/11	8¹⁵	8²⁵			
DWO	2/18	8²⁰	8²⁶	2/25	8⁴⁶	8⁴⁶	3/14	8³⁰	8³⁶			
DWSS	3/6	1⁵⁰	1⁵⁸	3/13	10¹⁸	10²⁵						
IIS	2/28	9²¹	9⁴⁵	3/14	9⁰³	9⁷⁰	3/11	10²⁵	10³⁰			
UMC	2/25	8⁴⁴	8⁵⁶	3/4	9⁰³	9¹⁰						

ADDITIONAL COMMENTS (including inmate communication):

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: _B₁ + B₂_   Inmate Count: _B1 118_   _B2 114_

		COMMENTS
1. What is the security classification and privilege level of the unit population?	\	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☑ Faith-Based ☐ Other ___ ☐	
FACILITIES		
3. How clean are bunk areas?	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
4. Are views of beds in dorms obstructed?	YES (NO)	
5. How clean are common areas?	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
6. What is the room temperature?	Acceptable ☑ Too hot/cold ☐	
7. Bathroom facility count	Toilets– 18 Urinals – 0 Sinks – 16 Showers – 16	
8. How many are inoperative? - Inmate porter asked ☐	Toilets– 1 seat cover Urinals – N/A Sinks – 0 Showers – 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO	N/A
10. How quickly are maintenance work orders completed?	usually a week unless parts needed	
11. How clean are toilets/urinals? - Inmate porter asked ☐	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
12. How clean are shower facilities? - Inmate porter asked ☐	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
13. How often are shower/toilet facilities cleaned?	Every shift ☑ Daily ☐ Weekly ☐	
14. Are the following all operational? - Phones # 12 - Laundry Facilities # 3w + 4D - Drinking Fountains # 2 - Ice machines # 1 - Microwave # 3	Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐	

STAFF ACCOUNTABILITY		
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked ☑	(YES) NO	
16. Is the first aid box secured? -First Aid box checked ☑	(YES) NO	in staff bathroom
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☑	(YES) NO	
18. How many officers are on duty per shift?	1st – 1 2nd – 1 3rd – 1	
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☑	(YES) NO	
20. How many shakedowns are performed on each shift? -Log observed ☑	2 min.	Date 2/22 # 4 Date 3/2 # 7 Date 3/16 # 4

ACCESS TO CIIC, PROGRAMS, STAFF		
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐	
22. Are the following forms in stock on the unit? -Forms observed ☑	Kites ☑ ICRs ☑ HSRs ☑	

STAFF ROUNDS											
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/18	8¹⁰	8¹⁰	2/25	8⁰⁰	8¹⁰	3/4	8¹⁵	8²³	3/11	8⁰⁰	8¹⁰
DWO	2/18	8¹⁰	8¹⁶	2/25	8³⁴	8⁴⁵	3/4	8⁵⁰	8⁵⁵			
DWSS	3/13	9⁵⁸	10⁰⁵									
IIS	2/18	9⁴⁵	10²⁰	2/25	8²⁰	8⁵⁰	3/4	9³⁵	10⁰⁵	3/11	10²⁰	10²⁵
UMC	2/25	8³⁴	8³⁵	3/4	9²⁰	9³⁰						

ADDITIONAL COMMENTS (including inmate communication):

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: ~~CDDD~~ 12 E   Inmate Count: 124

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3A	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☑ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are common areas?	Exceptional ☑ Good ☐ Acceptable ☐ Needs Improve ☐	
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?	usually within ½ day (on unit 2x day)	
7. How clean are shower facilities? - Inmate porter asked ☐	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	Some chipping ceiling, paint + broken tiles
8. How often are shower facilities cleaned? - Inmate porter asked ☐	Every shift ☑ Daily ☐ Weekly ☐	Some soap scum + chipped tiles
9. What is the room temperature?	Acceptable ☑ Too hot/cold ☐	
10. Are the following all operational? - Phones # 7 - Laundry Facilities # 3+3 - Drinking Fountains # 2 - Ice machines # 1 - Microwave(s) # 2	Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed ___None___ Cell door window obstructed _None_ - Towel on floor _____ Material in lock _____ - Inappropriate pictures _____ Material in cuff port _____ - Clotheslines _____ Graffiti _____		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☐ - Bottles match inventory Y ☐ N ☐	YES NO	out for refill
14. Is the first aid box secured? -First Aid box checked ☑	(YES) NO	in staff bathroom
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☑	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☑	(YES) NO	
18. How many shakedowns are performed on each shift? -Log observed ☑	2 min.	Date 3/10 # 4 Date 3/11 # 5 1 cell = 2 inmates Date 3/15 # 6
ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☑	Kites ☑ ICRs ☑ HSRs ☑	

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	3/6	11³⁵	11⁴⁵	3/12	11¹⁰	11²¹						
DWO	3/6	11³⁵	11⁴⁵									
DWSS	3/6	11³⁵	11⁴⁵									
IIS	3/15	10²⁰	10³⁰									
UMC												

beginning 3/3

ADDITIONAL COMMENTS (including inmate communication):

Urbian
why don't they bring back OPI?

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: 12 W   **Inmate Count:** 122

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3 A	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☑ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are common areas?	Exceptional ☑ Good ☐ Acceptable ☐ Needs Improve ☐	
4. How many of the following are inoperative?	Toilets– 0 Sinks – 0 Showers – 1	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES (circled) NO	
6. How quickly are maintenance work orders completed?	usually same day	
7. How clean are shower facilities? - Inmate porter asked ☐	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	Some chipping ceiling paint Some broken tiles
8. How often are shower facilities cleaned? - Inmate porter asked ☐	Every shift ☑ Daily ☐ Weekly ☐	
9. What is the room temperature?	Acceptable ☑ Too hot/cold ☐	
10. Are the following all operational? - Phones # 7 - Laundry Facilities # 3+3 - Drinking Fountains # 2 - Ice machines # 1 - Microwave(s) # 2	Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐ Y ☑ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☑ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed __None__ Cell door window obstructed __None__ - Towel on floor _____/_____ Material in lock _____/_____ - Inappropriate pictures ____/____ Material in cuff port ____/____ - Clotheslines _____/_____ Graffiti _____/_____		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☐ - Bottles match inventory Y ☐ N ☐	(YES) NO	currently out for refill
14. Is the first aid box secured? -First Aid box checked ☑	(YES) NO	in staff bathroom
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☑	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☑	(YES) NO	
18. How many shakedowns are performed on each shift? -Log observed ☑	min. 2	Date 3/5 # 4 Date 3/13 # 6 Date 3/15 # 8

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐ Y ☑ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☑	Kites ☑ ICRs ☑ HSRs ☑	

EXECUTIVE STAFF ROUNDS

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/20	2³⁵	2⁴⁶	2/27	2⁵⁰	2⁵⁶	3/6	11²⁰	11³⁰	3/12	11⁰⁰	11¹¹
DWO	2/19	10¹⁵	10²⁷	2/23	9³⁰	9⁴⁰	3/6	1¹²⁰	1¹³⁰			
DWSS	3/6	11²⁰	11³⁰									
IIS	3/2	12⁵⁶	10⁶	3/13	10³³	10³⁹						
UMC	2/20	3²⁰	3³⁰	2/23	9³⁰	9⁴⁰	3/2	12⁵⁶	1⁰⁶			

ADDITIONAL COMMENTS (including inmate communication):

part of dayroom closed due to vandalized cable cord

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: ___13 East___   Inmate Count: __119__

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3 A	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☒ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are common areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
4. How many of the following are inoperative?	Toilets– 0 Sinks – 0 Showers – 0	
5. If any of the above are inoperative, have maintenance work orders been submitted?	YES NO N/A	
6. How quickly are maintenance work orders completed?	- within Same day or next day	
7. How clean are shower facilities? - Inmate porter asked ☒	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
8. How often are shower facilities cleaned? - Inmate porter asked ☒	Every shift ☒ Daily ☐ Weekly ☐	
9. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
10. Are the following all operational? - Phones #__7__ - Laundry Facilities #3w+3D - Drinking Fountains #__2__ - Ice machines #__1__ - Microwave(s) #__2__	Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed __None__ Cell door window obstructed __None__ - Towel on floor __None__ Material in lock __None__ - Inappropriate pictures __None__ Material in cuff port __N/A__ - Clotheslines __None__ Graffiti __None__		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☒ - Bottles match inventory Y ☐ N ☐	YES (NO)	~Inventory list hard to read, torn
14. Is the first aid box secured? -First Aid box checked ☒	YES (NO)	~in middle area
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☒	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☒	(YES) NO	
18. How many shakedowns are performed on each shift? -Log observed ☒	2 Per Shift	Date 3/7 # 2 Date 3/9 # 6 Date 3/11 # 7

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☒	Kites ☒ ICRs ☒ HSRs ☒	

EXECUTIVE STAFF ROUNDS

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	3/6	11:00	11:11	2/27	2:40	2:47	3/6	11:03	11:13	3/12	10:25	10:36
DWO	2/19	10:35	10:41	2/23	9:45	10:00	3/6	11:03	11:13			
DWSS	3/6	11:03	11:13									
IIS	2/24	11:19	?	3/2	1:12	1:25	3/13	10:43	10:50			
UMC	2/20	2:35	2:45	2/23	9:45	10:00	3/2	1:12	1:25			

2/15 through 3/15

ADDITIONAL COMMENTS (including inmate communication):

-J-Pay has been broken
 -Staff relayed J-Pay is being fixed the next day

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: __13 West__   Inmate Count: __123__

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3 A	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☒ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are common areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
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?	– Same day	
7. How clean are shower facilities? - Inmate porter asked ☒	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
8. How often are shower facilities cleaned? - Inmate porter asked ☒	Every shift ☐ Daily ☒ Weekly ☐	porter stated – Chemicals not strong enough
9. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
10. Are the following all operational? - Phones # 7 - Laundry Facilities #3w+3D - Drinking Fountains # 2 - Ice machines # 1 - Microwave(s) # 2	Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed ___None___ Cell door window obstructed __None__ - Towel on floor _____None_____ Material in lock ____None____ - Inappropriate pictures __Several__ Material in cuff port ___N/A___ - Clotheslines _____None_____ Graffiti _____None_____		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☒ - Bottles match inventory Y ☒ N ☐	(YES) NO	-Keep inventory Separate in plastic Sheet
14. Is the first aid box secured? -First Aid box checked ☒	YES (NO)	-in middle area
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☒	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☒	(YES) NO	-a few not staggered on 3rd shift.
18. How many shakedowns are performed on each shift? -Log observed ☒	2 per Shift	Date 3/7 # 10 -Keep paper Date 3/9 # 6 Date 3/11 # 8

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☒	Kites ☒ ICRs ☒ HSRs ☒	

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/20	3:05	3:15	2/27	2:30	2:38	3/6	10:58	11:03	3/12	10:18	10:30
DWO	2/19	10:25	10:32	2/23	9:50	9:58	3/6	10:58	11:03			
DWSS	3/6	10:55	11:03									
IIS	2/24	11:04	11:17	3/2	1:26	1:36	3/13	10:50	11:00			
UMC	2/20	2:20	2:27	2/23	9:50	9:58	3/2	1:26	1:36			

2/15 through 3/15

ADDITIONAL COMMENTS (including inmate communication):

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: 14E   **Inmate Count:** 124

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 3	Work out equipment
2. Is there a specific unit mission/focus?	Merit ☐ Faith-Based ☐	Sanction ☐ GP ☐ Other Wellness ☒
FACILITIES		
3. How clean are common areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
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?	Maintenance makes round 2/day	w/i week
7. How clean are shower facilities? - Inmate porter asked ☒	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
8. How often are shower facilities cleaned? - Inmate porter asked ☒	Every shift ☐ Daily ☐ Weekly ☒	twice a week
9. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
10. Are the following all operational? - Phones # 7 - Laundry Facilities # 3 sets - Drinking Fountains # 2 - Ice machines # 1 - Microwave(s) # 2	Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☒ Needs Improve ☐	

12. How many of the following:
- Cell window obstructed __none__
- Towel on floor __well some__
- Inappropriate pictures __few__
- Clotheslines __few__

     Cell door window obstructed __none__
     Material in lock __none__
     Material in cuff port __none__
     Graffiti __none__

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☒ - Bottles match inventory Y ☒ N ☐	YES (NO)	3 empty
14. Is the first aid box secured? -First Aid box checked ☑	(YES) NO	shared w/ 14E
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☑	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☒	(YES) NO	3/11 – 3/14
18. How many shakedowns are performed on each shift? -Log observed ☒	2 cells/ shift	Date 2/28 # 12 Date 3/4 # 8 Date 3/9 # 8

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐ Y ☑ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☒	Kites ☒ ICRs ☒ HSRs ☒	

EXECUTIVE STAFF ROUNDS

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/19	10:31	10:41	2/27	2:30	2:40	3/5	2:35	2:40	3/12	9:55	10:05
DWO	2/19	10:57	11:04	2/23	10:10	10:20	3/6	3:01	3:11			
DWSS												
IIS	3/13	11:05	11:10									
UMC	2/20	3:00	3:10	2/23	10:10	10:20	3/6	3:15	3:25			

2/15 – 3/15

ADDITIONAL COMMENTS (including inmate communication):

TV room, library, 6 computers (pathway lab)
ceiling tiles leaking

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: 14W **Inmate Count:** 124

		COMMENTS
1. What is the security classification and privilege level of the unit population?	level 3A	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☒ ☐ Faith-Based ☐ Other ____	
FACILITIES		
3. How clean are common areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
4. How many of the following are inoperative?	Toilets– Ø Sinks – Ø Showers – ⅜ Ø	
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?	w/i 24 hours, & earlier in day is quicker	
7. How clean are shower facilities? - Inmate porter asked ☒	Exceptional ☐ Good ☐x Acceptable ☐ Needs Improve ☒	Soap scum, standing water, soap, peeling paint, broken shower chipped
8. How often are shower facilities cleaned? - Inmate porter asked ☒	Every shift ☐ Daily ☒ Weekly ☐	
9. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
10. Are the following all operational? - Phones # 7 - Laundry Facilities # 3 sets - Drinking Fountains # 2 - Ice machines # 1 - Microwave(s) # 2	Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed ||| few Cell door window obstructed none - Towel on floor ₦₦ || some Material in lock none - Inappropriate pictures ||| few Material in cuff port none - Clotheslines none Graffiti none		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☒ - Bottles match inventory Y ☒ N ☐	YES (NO)	being refilled
14. Is the first aid box secured? -First Aid box checked ☒	(YES) NO	
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☒	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☒	(YES) NO	3/10 – 3/13
18. How many shakedowns are performed on each shift? -Log observed ☒	2 cells/ shift	Date 2/828 # 08 Date 3/8 # 012 Date 3/14 # 11

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☒	Kites ☒ ICRs ☒ HSRs ☒	We have organized box, specifically for forms

EXECUTIVE STAFF ROUNDS											
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/19	10:21	10:32	2/27	2:20	2:30	3/12	9:35	9:46			
DWO	2/19	10:50	10:57	2/23	—	—	3/6	2:19	2:25			
DWSS												
IIS	3/13	11:15	11:25									
UMC	2/20	2:48	2:55	2/23	—	—	3/6	3:00	3:10			

2/15
–
3/15

ADDITIONAL COMMENTS (including inmate communication):

additional jPAY system

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: __15E_____ **Inmate Count:** __116____

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3B	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☐ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are common areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
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 N/A NO	
6. How quickly are maintenance work orders completed?	"some day or next day"	
7. How clean are shower facilities? - Inmate porter asked ☐	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
8. How often are shower facilities cleaned? - Inmate porter asked ☐	Every shift ☐ Daily ☒ Weekly ☐	
9. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
10. Are the following all operational? - Phones #_____ - Laundry Facilities # 3W + 3D - Drinking Fountains #_____ - Ice machines #_____ - Microwave(s) # 1	Y ☒ N ☒ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed __none__ Cell door window obstructed _none_ - Towel on floor __many__ Material in lock _____ - Inappropriate pictures __none__ Material in cuff port _____ - Clotheslines __none__ Graffiti _____		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☐ - Bottles match inventory Y ☐ N ☐	YES NO	_out_
14. Is the first aid box secured? -First Aid box checked ☑	(YES) NO	
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☑	(YES) NO	
16. How many officers are on duty per shift?	1st – 2 2nd – 2 3rd – 1	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☑	(YES) NO	_some extended time periods_
18. How many shakedowns are performed on each shift? -Log observed ☑	_2 per shift_	Date_____ #_____ ⎫ _most, but_ Date_____ #_____ ⎬ _some days/shifts_ Date_____ #_____ ⎭ _missing_

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - **Current CIIC Memo** - **Prison Rape Elimination Act** - **Program Schedule** - **Staff photos**	Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☑	Kites ☑ ICRs ☒ HSRs ☑	

EXECUTIVE STAFF ROUNDS											
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/26	935	945	3/5	400	410	3/12	910	921	3/16	1030	1041
DWO	2/27	215	230	3/6	155	202	3/6	1650	1700	3/13	1412	1425
DWSS	2/26	935	945	3/16	139	14f	3/14	105	115			
IIS	2/24	1150	1215	3/13	1135	1157						
UMC	3/6	220	230	3/19	1010	1020						

New log starting 2/27   (note at DWO row, right side: 3)

ADDITIONAL COMMENTS (including inmate communication):

AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: __15 W__   Inmate Count: __114__

		COMMENTS
1. What is the security classification and privilege level of the unit population?	3B	
2. Is there a specific unit mission/focus?	Merit ☐ Sanction ☐ GP ☐ Faith-Based ☐ Other _____ ☐	
FACILITIES		
3. How clean are common areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
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 N/A NO	
6. How quickly are maintenance work orders completed?	"They'll come right over"	
7. How clean are shower facilities? - Inmate porter asked ☐	Exceptional ☐ Good ☐ Acceptable ☒ Needs Improve ☐	
8. How often are shower facilities cleaned? - Inmate porter asked ☐	Every shift ☐ Daily ☒ Weekly ☐	
9. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
10. Are the following all operational? - Phones # 7 - Laundry Facilities # 3W+3D - Drinking Fountains # 2 - Ice machines # 1 - Microwave(s) #	Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐ Y ☒ N ☐ N/A ☐	
CELL SECURITY CHECK		
11. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
12. How many of the following: - Cell window obstructed _some blankets_ Cell door window obstructed _some partial obstructions_ - Towel on floor _many_ Material in lock _none_ - Inappropriate pictures _some_ Material in cuff port _none_ - Clotheslines _none_ Graffiti _none_		

STAFF ACCOUNTABILITY		
13. Are appropriate cleaning materials in locked container and at least half full? - Container checked ☒ - Bottles match inventory Y ☒ N ☐	(YES) NO	
14. Is the first aid box secured? -First Aid box checked ☒	(YES) NO	
15. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☒	(YES) NO	
16. How many officers are on duty per shift?	1ˢᵗ – 2 2ⁿᵈ – 2 3ʳᵈ – 2	
17. Are officers performing security checks at staggered, 30 min intervals? -Log observed ☒	(YES) NO	
18. How many shakedowns are performed on each shift? -Log observed ☒	2 per 1ˢᵗ & 2ⁿᵈ	Date____ #____ all there Date____ #____ (some missing days Date____ #____ training on new log)

ACCESS TO CIIC, PROGRAMS, STAFF		
19. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff photos	Y ☒ N ☐ Y ☒ N ☐ Y ☒ N ☐ TV Y ☒ N ☐	
20. Are the following forms in stock on the unit? -Forms observed ☒	Kites ☒ ICRs ☒ HSRs ☒	

2/15
3/15

EXECUTIVE STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/19	10:00	10:11	2/26	9:35	9:45	3/5	4:00	4:10	3/12	9:10	9:21
DWO	4/9	11:10	11:17	3/6	1:55	2:02						
DWSS	2/18	1:00	1:10	2/26	9:35	9:45						
IIS	2/24	11:30	12:15	3/13	11:35	11:30						
UMC	2/20	11:00	11:20	3/6	2:26	2:30						

ADDITIONAL COMMENTS (including inmate communication):

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/23_

AREA INSPECTED: INMATE HEALTH SERVICES

FACILITIES	#	Clean?	Organized?	Comments:
Offices	4	Yes / No	Yes / No	
Exam Rooms	3	Yes / No	Yes / No	
Infirmary Beds	0	Yes / No	Yes / No	
Crisis Cells	2	Yes / No	Yes / No	
Records Area	2	Yes / No	Yes / No	1 is overflow
Waiting Area	1	Yes / No	Yes / No	
		Clean?	Soap Available?	
Inmate bathrooms	1	Yes / No	Yes / No	
Staff bathrooms	2	Yes / No	Yes / No	1 male 1 female → 1 unisex 4 in infirm

Is the pharmacy:
Secured? Yes No
Organized? Yes No

Comments:

Is the overall space available, sufficient to perform duties?
Yes No

Comments:

Are staff in comprising positions in relation to safety?
Yes No

Comments
Saff, look at   mirrors

SANITATION	
Documentation of cleaning schedule observed ☐ cleaning schedule	

Overall appearance of infirmary.	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improvement ☐	Comments: space is limited bunk beds in infirm
Are appropriate measures taken to ensure sanitation?	Comments: not observed	
Are clearly marked sharps/ biohazard containers present in all exam rooms? Yes No Observed ☒	Comments:	
Are officers making frequent checks of inmates housed in cells? Yes No Observe 4118 ☐	Comments: Officers and separate sign-in post	

2

* staggered shifts 16 hr shifts → quality
*

Inspector: _Ogonik_   Facility: _TCl_

Date: _3/23_

EQUIPMENT		
Is all medical and dental equipment operational? Yes ~~No~~	What is in need of repair: no	How long does it take to get repaired: no
The EMT bag is accessible and sealed? · Observed ☒	~~Yes~~ No	Comments: secured
Any specialized or additional equipment needed? Yes ~~No~~	Comments: - doppler → wish list	

STAFFING and ADMINISTRATION					
MD/ALP 1	NP 1	RN ~~RN~~ 11 + 1 HCA	LPN 5	DDS 1 FTE → 2 positions ~~20~~ ~~800~~	
DDS Asst FTE 2	Hygienist 1	Radiology -	Phlebotomy 1	HIT 2	
Diet Tech 1 2 days per wk	QIC 1	Other: 1 HCA			
Do you have consistent physician/ALPs? (ALPs >1 year) Yes ☒ No ☐	Comments: 10+ yrs. NP → came in Sept @ NP → served several other positions @ TCl				
List any vacancies: (include length of time vacant)	- no				
List any contract staff: ph u. , HIT , diet tech , dental					
Are there any current concerns related to ALP performance? Yes ☐ No ☒	Comments:				
In the past six months what has been the turnover? been very low, left b/c transferred to another institut past six months accept					
What are some of the reasons nurses leave?					
How do you recruit nursing staff? get local					

3

Inspector: _Ogonek_   Facility: _TCI_
Date: _3/23_

. education + monthly

What are you doing to ensure that the medical department is staying up to date on community standards? nurses meetings, newsletter w/ current info and acts as training

Do supervisors work late shifts to monitor operations?	(Yes) No	How often? 3 X a week

Do interdisciplinary meetings occur with departments? Discuss extend of communication with each. no issue w/ communication

Mental Health   (Yes) No   - respect
                                          "stay in lane"

Security   (Yes) No
            good repore, take initative to ask, nurse run show
Recovery Services   (Yes) No
    CQI + monthly   weekly ops meeting

ACCESS			
Besides the information provided at orientation, do you provide additional information to inmates regarding medical services?	(Yes) No	How? in-take provided one-one - pamplet regarding what consh medical - pamphlet	
Are inmates educated when changes to their treatment plan made?	(Yes) No	How? DSC → doctor is good w/ communicat receipt provided	
How are inmates with special needs or infectious diseases provided education/counseling?	(Yes) No	Types? varus → intake, individuals Healthfair	

	#	Response Time?	Backlog?
Kites (received in past 6 months) Log observed☑	365	generally wlin a week	a little over a few days
Nurse Sick Call (from Health Service Request, last 6 months)	1580	within 48 hrs.	0 - 10 hr shift helps
Doctor Sick Call Referrals (from nurse referral, last 6 months)	591	generally within the week 5-7 days	no backlog - have scheduled
Number of DSC appointments held (last six months)	978	Number of No-Shows/AMA (in past six months)	64
Outside Consults (from doctor referral, last six months)	106	Approximate time once approved by collegial review to get scheduled?	

teach in wellness unit every wk → nurses/HCA teach. 1 hr in wellness 14E → blood pressure taken by inmate brochures in waiting are →

X
TCI/ camp triage

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/23_

In your consult log, do you have any outstanding collegial review cases? Yes (No)	Comments:		
How many inmates are in Chronic Care? 458	Total all clinics? 750		
Cardiac: 196	Liver(HepC): 113	Lipid: 151	Pulmonary: 95
Diabetes: 68	Gen Med: 62	HIV: 9	Oncology: 4
PPD(TB): 16	Seizure: 39	Pain: 7	Other:

Do you track # of scabies cases? (Yes) No	How many cases within the past 6 months? November 2 @ camp	Comments: no commonalitis → may have come from barci ?
Is there a backlog among Chronic Care clinics beyond 15 days? Yes (No)		How many?

Number of Chronic Care appointments in last 90 days: 889	Number of Chronic Care inmates who are No-Shows in past 90 days: 2 (signed AMA)	good communication → tracked down
What measures are taken to ensure inmates attend chronic care appointments?	Comments:	
How many MRSA cases have you had since January 2013? 44	no occurences	

Are Patient satisfaction surveys conducted? quarterly at hc	(Yes) No	How are you conducting these and how often? quarterly random pool
How many informal complaints have you received in the past 6 months? 53	Most common complaints received? pain meds, not satisfied w/ med answer →not like answer by medical staff	
Tracking method observed ☒		
Are responses to informal complaints appropriate? (Yes) No Comments: more than appropriate → very thorough		

plan established for sugar drops   encouraged diabetic   5   4 diabetics

Inspector: _Ogorek_

Facility: _TCI_
Date: _3/2/23_

DOCUMENTATION AND TRAINING

How are records kept secure to ensure confidentiality? Observed ☒

Film kept in

After intake do you review inmate medical records to ensure continuity of care?
(Yes) No

How do you ensure a quality review?

CQI →

How frequently are patient records audited and how do you audit them?

monthly → audit tools w/ Ohio Standards

How are staff trained on departmental policies and procedures?

- monthly nurses meetings
-

CRISIS MANAGEMENT

What is the response time to emergencies? - closer to 3-4 minutes - to main compound 　　　　3-4	
Number of on-site emergency notifications within the past six months: 410	**Number of off-site emergency visits within the past six months:** 33

6

Inspector: _Ogonek_   Facility: _TCI_
Date: _3/23_

Statistics since January 2013		#
	Expected Deaths	1
	Unexpected Deaths	0
	Suicides	0
	Homicides	0

List cause of death for each case and age of inmate.

Expected:
mattected ventricular hurnia mesh - suspicion, MRSA ⟩ Jan 1 2015
& inflammation around heart   ↳ natural

Unexpected:

Details of Suicide and/or Homicide:

Observation of Pill Call

Comments:

Officer wasnt very thorough, not using checklist

Inspector: _Ogonek_

Facility: _TCI_

Date: _3/18/2015_

AREA INSPECTED: MENTAL HEALTH SERVICES

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	7 +1 @ camp	(Yes) No	(Yes) No	
Conference Rms		(Yes) No	(Yes) No	great space
Classrooms	2 +1 @ camp	(Yes) No	(Yes) No	
Records Areas	2 +1 @ camp	(Yes) No	(Yes) No	

Crisis Cells		
Number of crisis cells: 4 seg 2 infirmary	Describe location: 1 R+D → used as backup mh necina	Cells observed in use: (YES) NO
How clean are the crisis cells? Excellent ☐ Good ☒ Acceptable ☐ Needs Improvement ☐	Comments: not on watch	
Documentation of 4118 correct and updated? (YES) NO	Comments:	
Do crisis cells have clear visibility? (YES) NO	Comments:	
Do cells have protective secure screening on the windows and are they intact? (YES) NO	Comments:	

STAFFING				
Psychiatrist 1 part time	Psychologist @ 1½ FTE	APN-MH —	RN 1 FTE	Psych Asst. 2 FTE
LSW —	LISW 2 FTE	SW	PC	MHA 1 FTE

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/10/2015_

QIC _share w/ med_	Other:	Comments:

List any vacancies:	just filled 4 had trouble filling 4 filled 3 times "license problems"
List any contract staff:	

Do you have difficulty getting qualified applicants? What techniques do you implore to recruit qualified individuals?
- don't meet min qualifications

CASELOAD		
Total Caseload:	# 209	Backlog? —
Number of C1/SMI:	# 66	most schizo-affective, bi-polar
How many inmates are on the MH Caseload are in segregation?	# ~~20~~ 19 as of 3/18	How many are C1/SMI?	# 9
Any inmates on mandated medications?	# 3	Types? - ambilify - depakote - lithium
Number of watches (constant, close, MHO in past year)	# of Constant 116	# of Close 4	# of MHO 44
Suicide Attempts (past year)	# 3 - 2014 1 - 2015	Most common method: split btw - hanging 3 - laceration
Self-Injurious Behavior (past year)	# 8	Most common method: cutting, swallow
Inmates Transferred to RTU (past year)	# 11	Inmates Transferred to ITPs (past year)	# 0

Inspector: _Ogonek_   Facility: _TCI_

problem → addressed w/ regional   Date: _3/18/2015_

Average wait time?	_un than 1 wk_	Average wait time?	

ACCESS			
		Response Time?	Backlog?
Mental Health Requests (review kite log for last 90 days)	211	1-3 days	Ø
Referrals (review Mental Health evaluation/referral log for last 90 days) _minor (4) #15_ _12-15_ _HIT who problem_		Seen within a day or two	Number past two weeks divided by total number completed timely:
Segregation Rounds _Dr. Coe ↓ also @ OSP_	Frequency? _formal once per wk_ _in seg once per day_	Assessment post-seg placement? _depends on needs → tv plan given_	Treatment/programs for SMI in seg? _puzzles - MH themed_ _- word search_ _- crosswords_ _Dr. Coe_ _staffing rotation shown videos like OSP_
Time period for initial psychiatry appointment?		w/in policy → _2 site visits ago they were_	
What information is provided to new inmates re MH care? _acc'm_		2 pronged approach _- warden diligent_	_- hold orientation_ _- go through in detail_

MHA → crisis intervention
intervention not to send to seg based on MI →
custody 3 + 2 wks
(RIB) after
1995 history establish

wellness

CRISIS PREVENTION	
What strategies do you employ for crisis intervention? _exceptional_	_good communication_ _- MH incorporated → support from top_ _- keep relation_ _- see when want to be seen_ _- quick to take place_
Do you routinely hold open office hours? _formal office hrs → 1-3_	Hours: _seen whenever a call seen immediately_
What measures are taken to prevent suicide?	_- MH watches_ _- staff education - vigilant_ _- responsive to staff_

staff well trained
+ MH radio

RESTRAINTS				
Have restraints been used on any inmates in the past year? _haven't had any in 3_	Yes (No)	Total #?	# on MH caseload?	Type of restraint?

MHA ↳ great experience

tentative plan then move to seg

MHA → emphasis on tv plan
program rooms tight

Inspector: _Ogunk_   Facility: _TCI_
Date: _3/10/2015_

If yes to above, how long were inmates in the restraints?		How often are inmates in restraints checked by staff?		
Have any injuries resulted from restraints?	Yes No	Example?		
What type of training does staff receive in regard to restraints?	Describe training scenarios and who attends: include in suicide drill MHA was a part			
ACCOUNTABILITY				
What is the system for maintaining patient and record confidentiality?	gate locked at all times, doors closed			
How do you ensure that mental health information is kept current on DOTS?	- been checking w/ print-offs based on paper - DOTS			
Is the MH caseload list distributed weekly?	Yes No	Who receives it? shift, RIB, n executive staff		
Do interdisciplinary meetings occur with the following departments? Medical Security Recovery Services	 Yes No Yes No Yes No	CQI		
Describe communication between other departments: Med → 3x per wk good				
Outside of the QIC process, how frequently are patient records audited?	Describe: 2 per month, rotate			
How many informal complaints have you received in the past 6 months? Tracking method observed ☐	Most common complaints received? 7 7 2 not getting meds a few different therapist way to handle			

4

Inspector: _Oganek_

Facility: _TCI_
Date: _3/10/2015_

Are responses to informal complaints appropriate?	Yes	No
Comments:		

as of today 3/18

PROGRAMMING		
How many evidence-based MH programs are currently offered to inmates?	# 0	What programs?
How many additional programs offered?	# 2	What programs? - med camp. - ~~program~~ - anger mgmt
How many inmates have participated in programming in the past 90 days? *Unduplicated if possible	Month 1 20 Month 2 20 Month 3 20 avg Total	24 started, 16 graduated
How many treatment programs have been scheduled in the past 90 days?	95.0	
How many treatment programs have been conducted in the past 90 days?		

Programs to be implemented: - anger mgmt
- trauma
- Med-educat/Med-compl'
- TCC
- anotinu TBP   /5t seg

5

Inspector: _Ogonek_   Facility: _TCI_
                                        Date: _3/18/2015_

AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA

FACILITIES

	#	Clean?	Organized?	Comments
Offices	4	(Yes) No	(Yes) No	1 @ camp
Class Rooms	5	(Yes) No	(Yes) No	Share w/ - chapel / - chrw (camp)
Records	1	(Yes) No	(Yes) No	

Are all records stored in a locked filing cabinet? Yes ☒ No ☐ ☒ Observed	How often are records audited ensure they have all information required by 70-RCV-02?

Is the space available sufficient to perform duties? Yes (No)	Comments: communication "getting mure" where space is an iss can work w/ DWO

STAFFING and ADMINISTRATION

List all staff working in recovery services and length of employment:
1 → last summer   LCDC-3, MA
1 → LSW

Are there any current vacancies: Yes ☐ No ☒	Length of time?
Are contract staff utilized? Yes ☐ No ☒	How many?
Do you feel you have enough staff to meet inmate needs of service? Yes ☐ No ☒	Comments:
Are inmate graduates used to facilitate programming? Yes ☐ No ☒	How many? 0 rotate freq. every month	How? at camp for NAJAA

well. Am

1

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/18_

Are there any current concerns related to their performance? Yes ☐ No ☒	Comments: N/A need to rotate prevent power
Do you utilize volunteers? Yes ☒ No ☐ fell off when RSA left	How many? For what? one to programin would like to see family (compir) How often? rebuilding volunteer base → AA/NA

INMATE OUTREACH AND PARTICIPATION

Describe the presence of the recovery service department at this institution?	respected, struggled 12-18 "inmates know"... they know the struggle, they are happy
Are there any designated recovery services housing units?	Yes ☐ No ☒ Comments?
What efforts are made to retain inmates who stop participating in formal programming?	don't formally d/c when @ seg long BB passed over to RS AA/NA - 1 per wk
Do you reach out to individuals who are found guilty of Rule #39? in lieu of getting a higher ticket	Yes ☒ No ☐ How? - AOD Education, motivat - lots of separations @ seniors captured in 3B, all when 3B if computer 4 1 wk

Do interdisciplinary meetings occur with the following departments? educating on staff to meet w/ MH, edu			
Medical	Yes ☒ No ☐		Frequency?
Mental Health	Yes ☒ No ☐		Frequency?
Security	Yes ☒ No ☐		Frequency?
Are you involved in discussions about how to manage Rule #39 with security and administration?	Yes ☒ No ☐		"all the time"

2

Inspector: _Oganuk_   Facility: _TCI_
Date: _3/18_

Do you offer any SAMI groups?
NO

Check all formal recovery programs offered.	
	☒ Treatment Readiness Program
	☒ Intensive Outpatient Program
	☒ Recovery Maintenance Program
	☒ AOD Education Groups → for positive #39
	☐ Intensive Program Prison
	☒ Tobacco Cessation ↳ as requested

How many inmates are currently enrolled in formal treatment programming?	R0: 7 Main, 10 camp
	R1:
	R2: 8 → 15 ⎫ both camp & main compound
	R3: 9 → 15 ⎭ main compound
	Total Enrolled = 17

	Is this an Increase or Decrease since your last cohort Is this on track to be an increase or decrease for FY 2014

In FY 2014, how many inmates were enrolled in programming.	FY 2014 (70)

Number of treatment groups scheduled in the past 90 days?	106 Dec 18 – Mar 18

Number of groups held in the past 90 days?	100 cancelled Dec 18 – Mar 18

started cam approx

		started	cam	approx
TRP	2/18	15	12
TRP	6/3	15	13
IOP	2/4	12	5
IOP	7/9	10	9

11 cancelled
program
3

start camp
			start	camp
RMP	5/1	3	1
RMP	10/14	5	5
RMP	11/18/2013	10	9

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/18_

How many inmates are assessed as:	R0: 579
	R1: 221
	R2: 247
	R3: 463
	Total # Assessed @ institution _1510_

How many inmates are on the waitlist?	R0:
	R1:
	R2: 90
	R3: 152
	Total Waitlisted = 242 as of 30 days ago

How do you engage individuals on the waitlist in services, as they wait to enroll in formal programming?	AA/NA,		
Average monthly participation in the following ancillary programs	AA 69	NA 50 →	Other: camp & main
How frequently are they offered?	weekly		-3B camp -c main

Do you have any additional recovery services programming offered? Yes [X] No [ ]	How many? 3B Rule #3 AUD F	How often? 4x per MC	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: _Ojonek_

Facility: _TCI_

Date: _3/18_

How does your staff conduct outreach to family or incorporate them into recovery? Yes ☐ No ☒	How? not at this time
Describe the efforts to connect inmates with recovery resources in the community.	- weak, building - TCI had no resources - start from ground zero

- connected

Inspector: _J u c K s u n_   Facility: _T C 1_

Date: _3-23-15_

AREA INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS
1. What is the atmosphere of the dining hall upon entrance?	Calm ☒ Tense ☐	
2. How many staff are assigned to supervise inmates in the dining hall?	1st – 2 2nd – 2	
3. Menu on the day of the inspection.	Cheeseburger Pizza	
4. Inmates rated the meal:	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
5. CIIC rated the meal:	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
6. How clean is the dining area?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	

7. What is the temperature of the food in the serving line? *From 3-16-2015 1st day of Inspection*	Item	Before	During	After
	Pizza Turkey Bologna	35	34	34
	Pinto Beans	190	181	out
	Veggies	180	176	180

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 ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
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 ☒	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	
15. What is the date of last fire equipment inspection? -Extinguisher checked ☑	DATE: *March 2015*	
16. What is the date of the last two county health inspections? Did the facility pass?	DATE 1: 11-21-14 PASS FAIL DATE 2: PASS FAIL Main Issues/Concerns: 1 issue = Spilled milk on the floor	
17. What are the dates of the two most recent visits from the DRC Food Service Contract Monitor?	DATE 1: 1-27-15 Compliance Score: 93% (comp) DATE 2: 2-28-15 Compliance Score: 89% 43% (compl) Main Issues/Concerns: Reporting issues	

Inspector: _Jackson_   Facility: _TCI_
Date: _3-23-15_

18. How often is the cooking equipment sanitized?	After each use	
19. Monthly Inventory and Usage Report Maintained? -Previous month log observed ☒	YES NO	
20. Are all chemicals secured? -Log observed ☒	YES NO	
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-2 Coolers-3 Grilles/Skillets-2 Ovens- 8 Kettles- 3	
24. Are any appliances in need of repair? -Service Call or work order requested ☒	Dishwasher at Camp four/8 ovens to be in operable and was being worked on	
25. Are there any visible facility maintenance concerns?	YES NO	Concerns relayed above
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	
28. Is stored food wrapped and dated? Storage shelves observed ☒	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 (OPI) Meat- Thursday (OPI)		
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: _Jackson_

Facility: _TCI_
Date: _3-23-15_

CONTRACT STAFF		COMMENTS
35. Number of contract staff on-site:	Number of staff:	Length of time at facility:
Director	1	June 2014
Assistant Director	2	Since Sept. 2013
Manager/Coordinator	—	
Contract Workers	12	5 months - 18 month (Average)
Total contract staff	16 (w/ Admin Assistant)	
36. Reason(s) for contract staff turnover?		Not a lot of turnover ~~_____~~

INMATE WORKERS		COMMENTS
37. How many inmate workers are assigned to the food services department		51 (main compound) 20 (Camp)
38. How are inmates selected?		Application process
39. What is the monthly wage?		$17 month starting wage
40. When do inmates receive performance evaluations? Are raises available for good performance?	YES NO YES NO	> Incentive Program
41. Are all inmate workers trained regarding proper hygiene? -Forms observed ☒	YES NO	
42. Are all inmate workers trained on proper handling of equipment? -Forms observed ☒	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)?		See above
46. How are inmates selected?		Application
47. What is the monthly wage?		$3, $5, $7, $10 after 1st 30 days
48. Do inmates receive performance evaluations? If so, are raises available for good performance?	YES NO 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? If yes, when was most recent issue?	YES NO	

Inspector: _Juckson_   Facility: _____
                         Date: _____

51. How often is the local exterminator used?	Daily ☐ Weekly ☐ Bi-Weekly ☐ Monthly ☒ Bi-Monthly ☐ Annually ☒

STAFF AND INMATE CONCERNS	COMMENTS
52. Have there been any recent concerns regarding inmate health issues due to food?	YES (NO)
Are 72-hour test trays used?	(YES) NO
53. Is a kite log maintained?	(YES) NO
Inmates' biggest Concern(s)?	Requests
-Log observed ☒	
54. Contract staff biggest concerns? None	
55. Number of delayed servings in past 30 days?	0
56. Number of inadequate substitutions made in past 30 days? 0	

EXECUTIVE STAFF ROUNDS											
STAFF	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT
Warden	3/16	—	—									
DW	3/16	—	—	3/20	—	—	3/23	—	—			
BM												
IIS												

ADDITIONAL COMMENTS:
Removed the screen unit installation under the serving line after having pests issue during summer of 2014. The installation will be replaced.

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/27_

AREA INSPECTED: RECREATION

ACCESS TO RECREATION	COMMENTS
1. Example of typical recreation/yard schedule: (request copy of schedule**) 3D M-F 7-8am noon-1pm → 2 ranges @ recreate @ 1 time	Morning hours: 8:30 - 10:30 → G* Afternoon hours: 1:30 - 3:30 Evening hours: 6³⁰: - 8:³⁰ summer add field
2. How many hours per day are inmates permitted to recreate?	Split btw A unit + B unit
3. How many inmates/housing units are permitted to recreate at any one time?	depends on schedule + 3 very rarely
4. How frequently is recreation shut down due to staffing/unexpected issues?	Rarely ☐ Sometimes (2-3 times per week) ☐ Frequently (3+ times per week) ☐
5. Was recreation shut-down last week?	Yes (circled) No How many times? 1 last 10 minutes due to med emerg
6. Check shift captain's report- how many times was recreation shut-down in prior month?	often + very rarely
7. Describe any obstacles to inmate access to recreation:	not participating
8. What activities do you provide for inmates when recreation is shut-down?	turnaments on unit, card, ping-pong card
9. Where are activities posted for inmate information?	in unit also have bulletin board in recreation
10. What types of music programs are available?	Describe: Music w/ a purpose → have concern for family perform for inmates they stay Christmas concerts of control if at
11. What types of art programs are available? drawing painting croquettes + in cell	Describe: - "pretty big" - woodworking / painting / drawing - airbrushing / croquet

ping-pong table

Inspector: _Ogonek_

Facility: _TCI_
Date: _3/23_

arts/crafts

12. Are activities available to all inmates, including those with disabilities?	(YES) NO	Types: _diff- diffnun levels_

FACILITIES		**COMMENTS**
13. Does recreation equipment appear to be clean and in good working order?	YES NO	
14. What equipment is in need of maintenance? _re-painted w/ grit paint_		-_bathroom/doors → work order_ -_sweating floor → humid floor_ ↓ _shut-down_
15. How many staff are assigned to supervise inmates?		_2 officers and a therapist_
16. How many non-correctional officers work in the recreation department?		_3 therapists + supervisor_
17. How many inmate program assistants are assigned to the recreation department?		_8-10_ _love job_

VARIETY/SELECTION OF ACTIVITES	**COMMENTS**
18. How often are new activities introduced?	_quarterly_
19. What are examples of unique/innovative recreational opportunities provided at this institution?	_dodgeball, kickball running program 5K monthly_

20. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba, Yoga)?	_self-focus → self-confidence (mentoring) P90X, Biggest Loser → TCI step-aerobics,_
21. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)?	_Biggest Loser, March-Madness, fantasy sports art contests poetry_
22. How often is the selection of movies rotated? _4 movn every_ _4-6_ _wk_	Number of movies in rotation: _____ _new release_

only changed 1 a. wk

based on region

Inspector: _Ogonik_

Facility: _TCI_
Date: _3/2 3_

---

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

big 3

/ basketball → 4 diff leagues, 40+, A, B, C
< softball + starts in April   best ↑
\ flag football

Describe Past Tournaments:

- bring in outside teams, Saints ministry
- break-loose (softball)
- Bill Glass

---

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

a. more recreation

b. better equipment

---

25. What activities or equipment would improve recreation?	cardio-vascular stuff

---

Describe Physical Facilities:

Indoor:
art area
band area
workout room
gymnasium

2 half courts   1 full court

2 water fountains

v ball

ping pong table

every housing unit — rec bar
has dip bars, sit-ups bars
wellness unit
treadmill, stair steppers
p90x, insanity

Outdoor:
3 handball courts
2 bocci courts
2 bball court
volleyball court
2 softball field

bleachers
soccer field
2 horseshoe pit
track
dip bars

3 benches

TCI camp → hardly anything

Inspector: *Ogunek*

Facility: TCI
Date: 7/23

Physical Activities	Level 3
Aerobics	✓
Basketball Outside Team	✓
Basketball Intramural	✓
Bocciball	✓
Bowling (Rubberized Balls)	✓
Bean Bag Toss	✓
**Dodgeball	✓
Exercise Bicycles	✓
*Fast/Slow Pitch Softball	not fast
Football Flag	✓
Frisbee	✓
Handball	✓
Horse Shoes	✓
Jogging	✓
Kickball	✓
Pickleball	doesn't get much use
Racquetball	✓
Soccer Intramural	✓
Softball Intramural	✓
Softball Outside Teams	✓
Track and Field	✓
Track & Field Outside Teams	hasn't started
Volleyball	✓
Volleyball Outside Teams	staff played vball
Wellness Programs	✓
Yoga	just started →

Cultural / Arts	Level 3	Frequency	Not by Rec. Dept.
Cultural Ethnic Events	✓		
Crafts	✓		
Dance Performance	✓		
Holiday Shows	✓		
Institutional Bands	✓		
Sign Language			
Talent Shows	✓		
Theater	✓		

Special Events	Level 3	Frequency	Not by Rec. Dept.
*Charitable Fundraisers	✓		
Art/Craft Shows	✓		
Outside Catered/Fast Food	✓		
Inmate Health Fairs	✓		
Outside Entertainment	✓		

AREA INSPECTED: INMATE GRIEVANCE PROCEDURE   TCI

ACCESS		
1. How often do you perform rounds of the housing units? ☒ Employee sign-in logs rev'd	M/T - 12,13 W - camp Th/F - 14,15	What issues have been noted recently? - Locks cut from recent shakedown
2. Do you target any specific areas for rounds?	Have to hit entire compound	Which? Tries to hit restricted areas
3. Do you hold open office hours? Y ☐ N ☒	Frequency? N/A	How do inmates access? Goes to blocks for rounds
4. What methods are used to educate inmates on the IGP at this facility?	Orientation, they get pamphlet	
5. What methods are used to educate staff on the IGP?	Orientation for new staff + on training schedule	
6. Do you keep a kite log? Y ☒ N ☐	What issues relayed? - asking for NOGTs, indigent status, random issues as they arise (ex. JPay)	

RESPONSE TIMELINESS		
7. What percentage of informal complaint responses were untimely last year?	6.60 %	Reasons for untimely responses? not specific to person => "1st shift supervisor" etc.
8. What steps do you take to reduce untimely informal complaints?	- sends out reminder + sends notice to warden	
9. Do you report staff who frequently fail to respond timely? Y ☒ N ☐	How? The above report to the warden.	
10. What percentage of grievances were filed by the same inmate last year?	2 total	Issues? N/A
11. What percentage of grievances were extended last year?	36.1 %	Reasons for the extension(s)? - Took off time for holidays - Taking off time for childcare - will have back-up person
12. How many grievances resulted in a report to the Warden last year?	2	Area(s) of concern? - staff person - UOF - hand sign

OVERSIGHT AND ACCOUNTABILITY		
13. What is the area of most frequent complaint by inmates?	Property	Steps to reduce? -Irts to see pickup slip when go to seg -staff responsiveness -Irts file complaints when they leave
14. How frequently do executive staff discuss areas of concern?	weekly exec staff mtgs	How? will discuss issues at mtg. ↳ last issue was ensuring timely response rate
15. What specific actions, if any, have been taken as a result of the executive staff meetings?	No - not necessary	
16. What areas have you specifically inspected within the past 90 days? ☒ IIS Activity Report Rev'd	rounds thru the institution	Discrepancies in policy/practice? comp-congested area
17. What areas of the institution have you worked with staff to improve?	processing community service + volunteers	How? - assisting w/ background checks - checking #s
18. How many complaints regarding staff retaliation for use of the IGP have you received in the past year?	only 1 documented ↳Irts don't want to report	Substantiated? No.
19. How do you ensure that inmates are not retaliated against for using the IGP?	Do follow-up with the inmate	
20. Do you track the staff who are the most frequent subjects of inmate complaints? Y ☒ N ☐	Frequency? "If needed" ↳ if requested by name	What do you do with the information? will bring it up in a mtg.
21. What oversight, if any, do you provide regarding the quality of responses to ICRs?	- Reads through responses - will meet w/persons needing assistance	
22. What suggestions do you have for how to improve the grievance procedure?	-If we know we're going to reimburse, should be able to do a release of claim rather than the paperwork.	
23. What suggestions do you have for how to improve/enhance the Inspector's role in a prison?	-Have a lot of meetings, a lot of deadlines. Ppl should be allowed to just be the Inspector.	

AREA INSPECTED: SEGREGATION TCI

		COMMENTS
1. Inmate Count Tracking Mechanism/Roster☒	87	
2. How many cells have more than two inmates?	9	not ongoing
3. How many inmates are in segregation for refusal to lock due to safety concerns?	9 RTL	
4. What is the atmosphere of the unit upon entrance?	calm	
FACILITIES		
5. How clean are cells?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
6. How clean are hallways/rec areas?	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	
7. How often are inmates allowed to clean their cells/ toilets, sinks?	weekly	
8. How many of the following are inoperative?	Toilets– 2 - today Sinks – 0 Showers – 0	Work order? Y ☒ N ☐ N/A ☐
9. How quickly are maintenance work orders completed?	immediately i rounds	
10. How clean are shower facilities?	Exceptional ☐ Good ☐ Acceptable ☐ Needs Improve ☐	In cell
11. How often are shower facilities cleaned?	Every shift ☐ Daily ☒ Weekly ☐	
12. How clean are crisis cells? # of crisis cells 4	Exceptional ☐ Good ☒ Acceptable ☐ Needs Improve ☐	not actually crisis
13. What is the room temperature?	Acceptable ☒ Too hot/cold ☐	
14. What recreation equipment or space is available? Sanitation issues? Y ☒ N ☐ -outdoor only	1 indoor rec area per range 41 pull-up bar 4 outdoor rec areas w/bball hoop	

CELL SECURITY CHECK		
15. How many of the following: - Cell window obstructed _none_ Cell door window obstructed _none_ - Towel on floor _none_ Material in lock _none_ - Inappropriate pictures _some_ Material in cuff port _none_ - Clotheslines _some_ Graffiti _A lot_		

STAFF ACCOUNTABILITY		
16. Are appropriate cleaning materials in locked container and at least half full? - Match inventory ☒ - Container checked ☒	Y ☒ N ☐	
17. Is the first aid box secured? -First Aid box checked ☒	Y ☒ N ☐	
18. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked ☒	Y ☒ N ☐	
19. How many officers are on duty per shift?	1st – 2 range + 1 desk 2nd – " 3rd – 2 ·	
20. Are officers performing security checks at staggered 30 min intervals? -Log observed ☒	Y ☒ N ☐	could be more staggered on 3rd
21. How many shakedowns are performed on each shift? -Log observed ☒	2 per shift	Date_____ #____ Date_____ #____ all on 1st/missing Date_____ #____
22. Are individual log sheets maintained and <u>up to date</u>? -Log observed ☒ 4/18s	Y ☒ N ☐	
23. How often are medical rounds conducted? -Log observed ☒ 4/18s	every shift	
24. How often are mental health rounds conducted? -Log observed ☒ employee sign-in log	almost daily	Dates in log book: 3/2, 3/3, 3/4, 3/5, 3/9
25. How frequently do uses of force occur in the segregation unit? Infrequently	What were the circumstances of the last use of force? Planned UOF – barricaded	
26. How frequently is meal/food loaf used in the segregation unit? 1/yr	What were the circumstances of the last time that meal/food loaf was given? refused to give tray	
27. How frequently do inmates flood the range or otherwise <u>cause a</u> disturbance? None	What were the circumstances of the last time? N/A	

ACCESS TO CIIC, PROGRAMS, STAFF		
28. Is the current CIIC memo posted?	Y ☒ N ☐	
29. Describe inmates' access to the library: Librarian makes rounds	Bookcase? Y ☐ N ☐ empty	Dates in log book: 2/17, 2/19, 2/22, 2/25 2/26, 3/12 3/2, 3/9
30. Describe inmates' access to religious services personnel	Describe: individual programming	
31. Are the following forms in stock on the unit? -Forms observed ☒	Kites Y ☒ N ☐ ICRs Y ☒ N ☐ HSRs Y ☒ N ☐	
32. Are there telephones in the unit? Y ☒ N ☐	Number: 1	Describe access: 30 day /LC w/good behavior
33. Is the PREA poster visible? Y ☒ N ☐	When was last sexual assault? 3 mos. ago. unsubstantiated report	How would inmates be able to report sexual assault? can report to staff, family, utilize call button
34. How do inmates have access to the following: - 5120-9 series of ARs - 56-DSC-01 - Inmate rules of conduct - Pen/pencil	Describe: Binder available on the unit; IMs can kite Librarian also. All IMs had something to write with .	

STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	2/20	4:00	4:25	4/26	10:05	10:25	3/5	10:30	10:45	3/11	1:20	1:40
DWO	2/19	11:44	11:56	2/23	11:35	11:40	3/6	13:28	?			
DWSS	4/26	10:10	10:30	3/6	3:45	4:21	3/13	2:23	2:40			
IIS												
Major	2/20	8:18	8:20	2/23	11:55	12:08	Acting 3/5	8:05	8:30	3/6	11:25	11:55 mone
Chap	2/16	3:10	6:05	2/22	15:30	16:18	3/1	3:01	4:30	3/8	16:00	16:45
Edu	2/27	10:53	11:03	3/5	11:35	11:50						

2/15

3/15

Corrections Analyst: _Gibbons_

Facility: _TCI_
Date: _3/18/15_

PRINCIPAL INTERVIEW *look at ONEStop*

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

CIIC CLASSROOM REVIEW	
1. Name of teacher/program facilitator	
2. Overall, classroom management and student behavior were rated as:	Exceptional ☐ Good ☐ Acceptable ☐ Needs Improvement ☐
3. Overall, instructional strategies and teaching methods were rated as:	Exceptional ☐ Good ☐ Acceptable ☐ Needs Improvement ☐
4. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc.	Exceptional ☐ Good ☐ Acceptable ☐ Needs Improvement ☐

EDUCATIONAL ADMINISTRATOR INTERVIEW

STUDENT POPULATION and ACCESS	
5. Current educational staff	_1_ Principal; _1_ Assistant Principal (ex tended leave) _8_ Teachers (_4_ Academic, _4_ C-T, _____ AJT, _____ etc.) _1_ Guidance Counselor ~ regional _1_ Educational Specialists _____ Other: _____ _1_ Intervention Specialists ~ regional _____ Other: _____
6. Current vacancies (_1_ total)	Positions: _1 academic teacher (hired, some place in training)_
7. What is the average or approximate student/teacher ratio?	Academic _20:1_ Career/Tech _12:1_ Other _____
8. Number certified inmate tutors?	Academic ~Yes~ Career/Tech ~4~ Other _____
9. Are there plans to expand the training/use of certified **inmate tutors** in delivering education?	why? 2b # will 4 w/add. teacher inmate tutors just completed training
10. What **initiatives** have been implemented to increase access to educational programs? n/a used to go to seg pre-made weekly with packets	
11. Describe education **delivery** (method & frequency) **to segregation** (to assure delivery no later than 60 days after segregation placements, per Policy 57-EDU-02.) →programming booths	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming? booths w/ push to provide education DVD & in segregation corresponding books to show (in)...
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	CEA → statewide training Reading Horizons Development
13. Describe opportunities for internal evaluation and improvement: • Principal evaluation of teachers ———————— 1 per yr (formal assessment) • Informal peer teacher feedback ——— Annual Needs Assessment	

→ trys to talk to teachers regularly   (no SEIs)

Corrections Analyst: _____   Facility: _____

Date: _____

SECURITY			
14. Is security staff on duty in the area during programming?	(YES) NO	Where? *night outside of library (do rounds)*	
~~15.~~ Are teachers issued man-down instruments?	YES NO		
16. Are all instructional materials and tools stored and accounted for in a safe manner?	YES NO	Where?	

INSTITUTIONAL NEEDS ASSESSMENT	
17. Date of last annual institutional needs assessment: __1/2/15__	18. What positives, negatives, or other 'take away' findings emerged? *alot*

SPECIALIZED EDUCATIONAL PROGRAMMING

19. What educational programming does your institution offer?

    ☒ **Pre-GED**   ☒ **GED**   ☒ **ABLE**   ☒ **Special Education**

Does your institution offer any of the following specialized educational programs: *computerised drafting, computer electronics*

4 ☒ **Vocational Programs** (career-tech, career enhancement) *all 4* : *food ser. production, carpentry,*

   ☒ **Advanced Job Training** (college courses): *YSU*

   ☒ **Apprenticeship Programs**: *janitoral, animal training, alteration/tailor, recovery operator (recycling), welding, sheet metal, assembly technician (paint build)*

   ☐ **Title 1** (for educationally disadvantage under 21 years)

   ☐ **Transitional Education Program** (TEP)   ☐ **Education Intensive Prison Program** (EIPP)

Are there any additional specialized educational programs available? _____

INSTRUCTIONAL MATERIALS and TECHNOLOGY		
20. Overall, are instructional materials provided to every student?	(YES) NO	
21. Are instructional materials copyrighted or teacher-made? *large, 2015 materials/(Kaplan)*	Academic – Career/Tech – Other -	Copyright date:
22. Describe inmate student use of technology, if any. *Epson boards (smart boards)*	Academic – CAI L *(each student 1.5 hr/wk)* Career /Tech – Computer classes Other -	
23. To what degree is all technology currently working?	Are repairs pending?	
ADDITIONAL COMMENTS:		

access to CAI lab

Inspector: _Gibbons_

Facility: _TCI_
Date: _3/16/15_

AREA INSPECTED: LIBRARY/LAW LIBRARY

FACILITIES	
1. Does the area appear to be clean and well-maintained? (YES) NO	Describe library facilities: large seating area for inmates (9 tables i 17 chairs), legal room (5 chairs, 4 computers), legal case aide room, librarian office, _large bookshelves_
2. How many chairs and seats are available for inmates in the library?	22 chairs
3. Total number of materials in library: *request copy of most recent monthly report	8,986 Date: 3/16/15 What does this number include? books
4. How many subscriptions are maintained for magazines 28 , newspapers 17 ?	How do you determine which subscriptions to get? through annual needs assessment
5. Outside of books, magazines, and newspapers, are there any other media alternatives?	inter-library loan (inmates request ≈1-3 books per month)
6. How often are new materials added to the library?	What are your sources for new library materials? donations — daily purchase — 3/4 times per year
7. How many computers/typewriters are available for inmates' use? [of the total PCs for IM use, 6 # for LEGAL work and 2 # for REENTRY work] 4 Lexis, 2 word processor	8 PCs 5 typewriters	How many are inoperable at this time? Ø Work orders submitted? n/a
8. How many inmate workers are assigned to the library/law library? What are their duties?	# 5 primary (paid), 3 volunteer (secondary) Duties: preparing/shelving books, staple newspaper
9. Do you have any post-secondary educational materials? textbooks (YES) NO	10. Do you have a specific ethnic section within your library? (YES) NO -Spanish -African·American
ACCESS	
*Request copy of library schedule	11. What is the average amount of time that an inmate has to use the library per week? ≈ 4.5 hrs
12. How do you ensure new inmates are aware of how to use the library?	-library aides/librarian answers Qs -orientation -handbook
13. What is the most frequent use of the library by the inmates?	legal, local newspapers
14. Is there a *limit on the number of inmates* who may use the library at one time?	(YES) NO	Cap/limit #: 30 inmates
15. How often do you go to segregation? librarian or library assistant goes once per week	16. How do you ensure all inmates in segregation have their desired library materials? kite requests, go cell·to·cell
17. Do you offer any special programs or unique initiatives for the inmate population? - i.e.: book clubs, literature circles, tracking inmate interests, specialty programs	no, provide assistance to other programs (flyers, copies)
LEGAL/Law Library Area	
18. Are DRC Administrative Rules (5120-9 series) available to inmates upon request?	(YES) NO	On LexisNexis

Inspector: _____   Facility: _____
                                        Date: _____

19. Are forms on hand to allow inmates to file court actions? *charge 5¢ per page*	(YES) NO	Is there assistance (from whom) available to inmate in completing these forms? *legal aides*
20. Outside of LexisNexis, what other legal research resources do inmates have access to?	*Ohio cases, US Code*	

REENTRY		
21. Do you have a specific section of the library dedicated to reentry? *bookshelf in librarians office* (YES) NO	What materials are located there? ✓ : Resume, cover letter prep ✓ : Employment, job searches ✓ : Vocational education (apprenticeships) ____ : Other, _____	
22. Is there any reentry resource information available to inmates on a county-by-county basis? (M.U.S.C.L.E. sheets and other materials)	*librarian will print out if an inmate requests*	
25. What improvements would you like to make to the library's Reentry Resource Center?		
26. Do inmates know about the Ohio Career Information System? (Ask an inmate to show me)	27. Do your inmates know about Ohio Means Jobs and how to use it? (Ask an inmate to show me)	
25. Ask Inmates: One positive aspect of library? *—magazines*	26. Ask Inmates: One negative aspect of library? How can services be improved? *- provide yoga books - newer books - training for legal clerks*	

ADDITIONAL COMMENTS:

- all housing units have libraries (rotated every 6 weeks)

Facility: _TCI_
Date: _3/16/15_

Unit Management Chief (UMC) Reentry Interview Questions

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...**print** full report (several pages) and **print** past due report (one page)]	Number inmates on Past Due Report: _41_ # More than one month Past Due: ____ # Reasons for overdue reviews: -approval for 4/6 from BOC -transfers from other institutions

PURPOSEFUL ACTIVITIES	
2. How would you rate the level of inmate access to purposeful activities at this institution?	Exceptional ☒ —alot of programs, but Good ☐ im needs to show Acceptable ☐ initiative Needs Improve ☐

3. What types of purposeful activities are available at this institution?
☒ Education/Academic/Vocational/College   ☒ Mental health/recovery programs
☒ Unit programs   ☒ Religious programs
☒ Community service   ☐ Other (please list):
☐ OPI
☒ Inmate-led groups (MTE)

4. Collectively, what are the **barriers to access** to purposeful activities and reentry programming at your institution?	-ORAS -waitlist -space -length of sent.
5. Have you completed your most recent (January 20, YEAR) **Needs Assessment Survey?** (Yes) 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)** ✓
6. How many reentry approved programs are currently being facilitated? _____ What are they? _See attached_ _____	How many inmate participants for each program? How many inmates are on the waitlist for each program?
7. How many re-entry approved programs were facilitated during FY 2014? _____ _See attached_ What were they? _____	How many inmate completions were there for each program?

CONTACT WITH COMMUNITY	
8. What does the institution do to promote inmate communication with family, friends and the community?	visits, phones, kiosks, family orientation, family events
9. What **barriers** exist **to inmates communicating** with **family, friends, or the community** at this institution?	none
10. How active is your local reentry coalition? Summit, Wooster	11a. When was the last meeting?
11. Describe the level of in-reach from local community service providers or agencies.	adequate
12. When was your last job fair? _Oct/Nov_ How many inmates attended? _____	13a. What groups/agencies/providers attended (# attended)? _See attached_

13. Do you have any suggestions for how to increase community contact and/or in-reach?	no, satisfied

REENTRY	
14. What are positive activities/actions that this institution has implemented to prepare inmates for a successful reentry?	-WOTC -onestop -VIP -cleveland -Videostar foodbank
15. Do you have any unique opportunities or programs for familial engagement?	#8
16. Does every inmate have the opportunity to be involved in a reentry program (unit programs, education, etc) prior to release? yes	Please describe your **tracking system** and documentation used for monitoring inmates placed into recommended programs. in caseplan
17. What **channels of communication or distribution of information** are used to make reentry resources known to inmates? flyers, inmate TV channel	What **new and additional programs, information, or resources** do you feel are **needed** to provide reentry assistance to inmates? n/a
18. **TRANSITIONAL RELEASE PLAN** (**TR PLAN**): What percentage of inmates released within the past 60 days had a completed RPLAN when they left the institution? _See attached_ • Ask UMC to run report of all inmates released within the past 60 days. Randomly select 20 inmates and ensure that their RPLAN was completed before their release. • Make sure the inmates were not released on Judicial Release	19. What **accountability system** is in place to *oversee the completion* of each item or service on the RPLAN per inmate? run list of 30-day to release **For example:** * 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.

SUMMARY AND RECOMMENDATIONS	
20. Overall, how well do you feel that the institution has prepared inmates for post-release reentry?	□ Exceptional If exceptional, why? ☑ Good □ Acceptable □ In need of improvement If in need, why?
21. How could this institution better prepare all inmates for reentry?	- have a "reentry" building - more staff
Additional comments: Ø inmates received certificate of E³A * offer Inside Out program at camp	

AREA INSPECTED: ENVIRONMENTAL SUSTAINABILITY

Energy Conservation
1. Who is your designated Energy Conservation or Recycling Coordinator (position title only)?   *Business Administrator*
2. What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)? *BA + Maintenance Super Warden's Assistant (Chair)*
3. What staff member is the designated building operator?   *Maintenance Supervisor*
4. Was the most recent energy audit completed by September 28? *Yes*   Date: *9-25-2014*   What strategies were developed to conserve energy usage?   - *Utility costs went up after 500 additional 500-bed facility opened up. New LED fixtures installed, identified - high-energy light bulbs*
5. What was the annual usage for the following utilities in FY 2013 and 2014?   Natural Gas   2013: *31,060 mcf*   2014: *38,939 mcf*   Water   2013: *47,817,728 gal*   2014: *60,860,763 gal*   Electricity   2013: *4,226,400 kwh*   2014: *4,843,200 kwh*
6. What were the annual costs for the following utilities in FY 2013 and 2014?   Natural Gas   2013: *$182,699.64*   2014: *$281,910.57*   Water   2013: *$331,136.09*   2014: *$413,082.32*   Electricity   2013: *$307,906.02*   2014: *$323,181.87*
7. Are institution staff made aware of the institution's waste reduction and energy conservation goals?   Yes ☒   No ☐   If so, how? *Signs posted throughout the facility.*
8. Are inmates made aware of and trained regarding the institution's waste reduction and energy conservation goals?   Yes ☒   No ☐   If so, how? *Reclaimers / Sorters of trash for recycling purposes*

Waste Reduction

9. Was the most recent waste audit completed by March 31? *Yes*   Date: *March 2014*

What were the noticeable trends in waste disposal for the previous 12 months?
More focus placed on recycling
Implemented trash sorting process

10. What waste diversion tactics were developed as a result of the audit?
Diverted 5.8 tons of waste per month and 69.54 tons of waste total

11. How is food waste diverted? *Sorted*
Does the institution have a composting operation? *NO*

12. How is the information tracked? *EIM*

13. Does the Energy Coordinator complete a monthly report documenting the costs, usage, weight, and savings and /or wastage?   Yes ☒   No ☐

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 ☐   No ☒
If so, which agency was used?

Recycling

15. What is the most recycled item at the institution? *Scrap metal*
    Paper ☐   Plastic ☐   Card board ☒   Metal/Aluminum cans ☒

16. How much money did the institution earn through its recycling program?
$14,678.11

17. Did the institution have access to 50% of the earnings?   Yes ☒   No ☐

If so, what was the money used for? *Carried over to FY 2015*

18. Does your facility have a material compactor?   Yes ☒   No ☐

If not, what institution is the closest in proximity to recycle your items?

19. How do you dispose of recycled materials?
Sell to a local vendor

D. 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

E. ENDNOTES

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