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# **Pickaway Correctional Institution**

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January 27, 2014  
January 28, 2014  
January 29, 2014

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Darin Furderer,  
Report Coordinator

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

<b>Dates of Inspection:</b>	January 27, 2014 January 28, 2014 January 29, 2014
<b>Type of Inspection:</b>	Unannounced
<b>Legislators/CIIC Staff Present:</b>	Joanna E. Saul, Director Gregory Geisler, Corrections Analyst II Adam Jackson, Corrections Analyst II Carol Robison, Corrections Analyst II Darin Furderer, Corrections Analyst I Jamie Hooks, Corrections Analyst I Katelyn Gibbons, CIIC Intern Todd Righter, CIIC Intern Chelsea Taber, CIIC Intern Elise Geig, Aide to Rep. Kunze
<b>Facility Staff Present:</b>	Warden Brian Cook  CIIC spoke with many additional staff throughout the course of the inspection.

**Institution Overview**

Pickaway Correctional Institution (PCI) is a minimum/medium prison, housing Level 1 (minimum) security and Level 2 (medium) security inmates.<sup>i</sup> The facility also houses chronically ill offenders on-site at the Frazier Health Center. The facility is located on 1,803 acres in Orient, Ohio in Pickaway County.<sup>ii</sup> The institution's FY 2013 budget was \$43,384,777.<sup>iii</sup> As of January 27, 2014, the institution housed 2,174 inmates<sup>iv</sup> (101.2 percent<sup>v</sup> of capacity). The institution scored 100 percent compliance on the most recent ACA audit for mandatory standards and 100 percent compliance on non-mandatory standards.<sup>1vi</sup> In its most recent full internal management audit, PCI was 98.3 percent compliant on mandatory standards, 99.8 percent compliant on non-mandatory standards, and 80.5 percent compliant on Ohio standards.<sup>2vii</sup>

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<sup>1</sup> The most recent audit by the Commission on Accreditation for Corrections was conducted on May 18-20, 2011.

<sup>2</sup> The full internal management audit was conducted on June 18-20, 2013. ACA areas of noncompliance were: five newly hired nurses failed to certify with CPR Pro within 30 days of hire and documentation could not be provided to show that all required staff visited the inmates in segregation every seven days per DRC Policy 55-SPC-02.

Demographically, 63.0 percent of the inmates are classified as white, 35.8 percent as black, and 1.1 percent as of another race.<sup>3</sup> The average inmate age was 40.5 years.<sup>4viii</sup> The institution employs 451 total staff, of which 224 are security staff.<sup>ix</sup>

## Executive Director Overview

PCI has made improvements since the last full CIIC inspection (2011). Most notably, changes in executive staff positions have resulted in a more cohesive administration. Violence outcome measures decreased in 2013, compared to 2012, and the facility increased its control of illegal substances entering the institution. Further, the facility is exceptional in its access to purposeful activities, with many programs and activities for inmates to gain meaningful skills, including four OPI shops. PCI significantly increased the number of GEDs achieved by inmates from 2012 to 2013 and the library is exceptional in its size and access for inmates. Since the 2011 inspection, PCI was named as a “reintegration center,” which allows for expanded access to and emphasis on reentry services for inmates.

However, most of the critical concerns from the 2011 inspection remain. Inmate/staff interactions continue to be one of the most pressing issues at the institution, as are concerns regarding C and D units. The units not only are unsanitary on the bottom levels, but also were identified by both inmates and staff as vulnerable areas for violence to occur. The grievance procedure, although improved, remains challenged at PCI, with ongoing high non-response and untimely response rates. Access to recreation is also a key cause of inmate complaints.

Newly identified areas in need of improvement include the segregation unit, as several cells housed four inmates in a cell, creating both a quality of life and a security concern. While overcrowded conditions in segregation due to exigent circumstances are to be expected in most prisons, longterm acceptance of this level of overcrowding – particularly when staff actions are resulting in the overcrowded conditions – is unacceptable. Also, mental health services appeared under-staffed, with inconsistent psychiatric providers. Last, staff management was an issue due to extremely low rates of performance evaluation completion, high overtime payouts, and low staff morale.

Overall, PCI has its challenges. However, there are signs of positive change with the more unified and proactive administration under the leadership of Warden Cook, as well as the reintegration-focused mission.

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<sup>3</sup>0.8 percent were classified as Other, 0.2 percent were classified as American Native, and 0.1 percent as Asian.

<sup>4</sup> The youngest inmate was listed as 19.1 years of age and the oldest inmate was listed as 85.6 years of age.

## I. INSPECTION SUMMARY

### SAFETY AND SECURITY: ACCEPTABLE<sup>5</sup>

INDICATORS	RATING	FINDINGS
<b>Violence Outcome Measures</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Total inmate-on-inmate and inmate-on-staff assaults in the first six months of 2013 decreased in comparison to the same period in 2012.</li> <li>• The rate of inmate disciplinary convictions for assaults decreased by 12.9 percent during the first six months of 2013 in comparison to the first six months of 2012. The rate of inmate disciplinary convictions for assaults for the first six months of 2013 at PCI was less than the comparator prisons as well as the DRC average.</li> <li>• The rate of rule 19 convictions for the first six months of 2013 decreased 20.8 percent compared to the first six months of 2012.</li> <li>• The rate of rule 19 convictions for the first six months of 2013 at PCI was lower than the comparator prisons as well as the DRC average.</li> <li>• There have been zero homicides during the period evaluated by CIIC.</li> </ul>
<b>Disturbances</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• During the first six months of 2013, PCI reported one disturbance. The rate of disturbances remained the same in comparison to the first six months of 2012.</li> <li>• The rate of disturbances for the first six months of 2013 at PCI is less than the comparator prisons as well as the DRC average.</li> </ul>
<b>Use of Force</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Compared to the first six months of 2012, total uses of force increased by 29.4 percent. The rate of use of force incidents also increased by</li> </ul>

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

		<p>33.3 percent.</p> <ul style="list-style-type: none"> <li>• The use of force rate for the first six months of 2013 was approximately half the comparator prisons and a quarter of the DRC average.</li> <li>• A review of use of force incidents indicated the majority of officers' responses were appropriate. However, two incidents raised concern.</li> </ul>
<b>Control of Illegal Substances</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• During the first six months of 2013, 3.7 percent of the inmates tested positive for the presence of an illegal substance, which is a significant increase in comparison to the first six months of 2012. However, in the latter six months of 2013, the percent of inmates testing positive dropped to 1.1 percent, which indicates positive progress.</li> </ul>
<b>Inmate Perception of Safety</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• 64.4 percent of inmate survey respondents reported they are very safe, safe, or neutral (in terms of safety).</li> <li>• Most focus group participants rated their personal safety as safe and felt that, for the most part, inmates got along well with one another.</li> <li>• 23 inmates were in segregation for refusal to lock.</li> </ul>
<b>Unit Security Management</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Officers documented rounds in the requisite 30 minute intervals. However, there were several occasions of officers not staggering rounds per policy.</li> <li>• Officers were somewhat inconsistent for the required number of shakedowns and documentation was also inconsistent.</li> <li>• Although there did not appear to be issues of inmates hanging items from bunk areas, visual contact of inmates is limited in housing units C and D due to architectural design.</li> </ul>
<b>Institutional Security Management</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Some executive staff are consistently making rounds in all units.</li> <li>• The current violent incident tracking system does not clearly and effectively communicate necessary information. However, staff</li> </ul>

		<p>indicated that they are implementing a new system.</p> <ul style="list-style-type: none"> <li>• The number of rule 17 (unauthorized group activity) convictions<sup>6</sup> appears to be in line with their STG population.</li> </ul>
<b>Prison Rape Elimination Act (PREA)</b>	<b>Deferred</b>	<ul style="list-style-type: none"> <li>• PCI has not yet had an official PREA audit conducted.</li> <li>• Staff reported nine allegations of sexual assault in 2013.</li> <li>• PREA posters, with information for inmates on reporting of sexual assaults, were posted in all the housing units.</li> <li>• Survey responses indicated that five inmates have had sexual contact with another inmate at the institution. Three inmates reported that they had sexual contact with a staff member at the facility.</li> </ul>

**HEALTH AND WELLBEING: ACCEPTABLE**

INDICATORS	RATING	FINDINGS
<b>Unit Conditions</b>	<b>Good</b> with the exception of C1 and D1 which are <b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• Cleanliness in the majority of housing units was rated as good or exceptional. However, C1 was rated as in need of improvement and D1 was rated acceptable.</li> <li>• Common areas were rated as good or exceptional with the exception of C1 and D1 which were rated as acceptable.</li> <li>• Shower cleanliness in buildings A and B were rated good or exceptional. However, shower conditions in buildings C, D, and FHC were generally rated as acceptable or in need of improvement.</li> <li>• Toilets and urinal conditions in buildings A, B, and the FHC were rated good or exceptional in terms of cleanliness. However, toilets and urinal conditions in buildings C and D were generally rated as acceptable or in need of improvement.</li> </ul>
<b>Medical Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• There is no backlog of patients waiting to be seen in sick call clinics or</li> </ul>

<sup>6</sup> RIB convictions for rule 17 (unauthorized group activity) violations do not capture total gang activity in an institution, as gang activity likely occurs that is not captured by staff supervision and/or documented via a conduct report and RIB conviction.

		<p>chronic care clinics.</p> <ul style="list-style-type: none"> <li>• Inmates that participated in the survey reported satisfaction with healthcare services. Focus group participants provided mixed opinions about healthcare services.</li> <li>• The doctor sick call “no-show” rate has declined to below 10 percent. However, it was still higher than the DRC average.</li> <li>• Negatively, the number of inmates on the chronic care caseload who were documented as No-Shows/Against Medical Advice for the past 90 days was calculated to be 25 percent.</li> </ul>
<b>Mental Health Services</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• Staffing levels appear to be insufficient to address the mental health needs of the population. Psychiatric coverage has been inconsistent for the past year.</li> <li>• A lower percentage of inmates that participated in the survey reported adequate access to mental health services and programs.</li> <li>• Crisis cells were observed to be in good condition.</li> <li>• Positively, there have been no completed suicides and a low number of suicide attempts and incidents of self-injurious behavior in the time period evaluated by CIIC.</li> </ul>
<b>Recovery Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Inmates who are in chronic need of recovery services were prioritized for programming.</li> <li>• The majority of inmates who participated in the survey reported adequate access to recovery services.</li> <li>• Staff reported a high number of inmates participating in recovery services oriented supplementary service programming.</li> <li>• There were lower rates of termination in some treatment programs. However, termination rates were higher than average in others.</li> </ul>
<b>Food Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Each of the meals sampled by CIIC was rated as good.</li> <li>• PCI offers an incentive program for inmate food service workers.</li> <li>• Negatively, CIIC observed an excessive amount of food particles and spilled items under the serving and in the kitchen prep area.</li> </ul>

		<ul style="list-style-type: none"> <li>Survey responses were more negative than average inmate responses from previous inspections during the biennium.</li> </ul>
<b>Recreation</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>Negatively, inmates reported very low satisfaction levels with access to recreation, which was far below the average reported at other institutions inspected this biennium.</li> <li>Inmate survey responses were also negative regarding adherence to the recreation schedule. These concerns were echoed by several focus group participants.</li> <li>However, inmates are offered a diverse range of recreational activities and physical facilities appeared clean and well-maintained.</li> </ul>

**FAIR TREATMENT: IN NEED OF IMPROVEMENT**

<b>INDICATORS</b>	<b>RATING</b>	<b>FINDINGS</b>
<b>Staff/Inmate Interactions</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>Focus group participants relayed significant concerns regarding staff/inmate interactions, particularly regarding officers' inappropriate language and the demeaning manner in which they address inmates.</li> <li>Survey responses were some of the most negative seen this biennium, with over 100 inmates specifically identifying issues with staff.</li> </ul>
<b>Inmate Grievance Procedure</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>7.6 percent of informal complaints in 2013 did not have a documented response. Of those that did receive a response, 17.8 percent were outside of the seven day timeframe.</li> <li>For inmates who had not used the grievance procedure, the primary reported reason was "staff retaliation."</li> <li>Positively, the review of informal complaints and grievances indicated that staff are generally responsive to inmates' complaints.</li> </ul>
<b>Inmate Discipline</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>Overall, the inmate disciplinary process appears fair.</li> <li>Basic hearing procedures appear to be followed and staff are diligent</li> </ul>



		<p>in ensuring that appropriate documentation is completed.</p> <ul style="list-style-type: none"> <li>• However, multiple hearings were untimely and while sanctions were not excessive, placement in segregation appeared longer than a similar rule violation would have received at another institution.</li> </ul>
<b>Segregation</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• Most cells were triple-bunked and several had four inmates in a cell.</li> <li>• Segregation log sheets were not all up-to-date for cell cleaning. Inmates stated that second shift segregation officers do not consistently offer recreation or cell cleaning.</li> <li>• Positively, despite the overcrowding, the unit was rated good for cleanliness, there was minimal inmate clutter in the cells, cell security issues were minimal, and there were no maintenance issues.</li> </ul>

**REHABILITATION AND REENTRY: GOOD**

<b>INDICATORS</b>	<b>RATING</b>	<b>FINDINGS</b>
<b>Access to Purposeful Activities</b>	<b>Exceptional</b>	<ul style="list-style-type: none"> <li>• PCI currently provides over 150 different programs.</li> <li>• PCI has increased the daily number of class sessions from four to five, maintained a GED Fast Track program, and increased the number of GED tests given to students by 11.6 percent from FY 2012 to FY 2013</li> <li>• Apprenticeship enrollment in 20 apprenticeships increased by 47.6 percent from FY 2012 to FY 2013</li> <li>• Sinclair Community College has a large presence and increases cost-effective access to college-level courses through video conferencing.</li> <li>• Negatively, PCI academically waitlisted inmates increased per capita by 24.4 percent from FY 2012 to FY 2013, and the rate of academically waitlisted inmates was higher than both comparator prison and DRC averages.</li> </ul>
<b>Quality of Educational</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• From FY 2012 to FY 2013, the total number of GEDs earned at PCI increased by 45.7 percent, and the percentage of GEDs passed</li> </ul>

<b>Programming</b>		<p>compared to GED tests taken increased by 17.7percentage points.</p> <ul style="list-style-type: none"> <li>• PCI rate of GED achievement for FY 2013 was fourth highest among all DRC institutions, at a rate of 879 per 1,000 inmates.</li> <li>• Negatively, PCI rate of academic certificates given (earned) decreased by 13.6 percentage points from FY 2012 to FY 2013, and the FY 2013 rate was lower than both comparator prison and DRC average rates.</li> </ul>
<b>Library</b>	<b>Exceptional</b>	<ul style="list-style-type: none"> <li>• PCI library holds a collection of 26, 907 materials for circulation, which is significantly larger than both the comparator prison and DRC average; and the rate of materials per inmate is significantly higher than both the comparator prison and DRC average rate.</li> <li>• Library initiatives include 30 new digital books on tape for blind inmates at the Frazier Medical Center, 25 newspapers, and a large collection of more than 400 titles related to job and career, employment, business, reentry topics, and companies.</li> <li>• The Reentry Resource Center with two dedicated computers is fully functioning.</li> </ul>
<b>Ohio Penal Industries</b>	<b>Exceptional</b>	<ul style="list-style-type: none"> <li>• PCI operates four OPI shops: print, meat cutting, beverage processing, and warehouse, which collectively employ over 150 inmates.</li> <li>• Gains in FY 2013 revenue for three of the OPI shops include a print shop gain of \$63,239, a beverage shop gain of \$890,576, and a meat processing gain of \$2,100,530.</li> </ul>
<b>Reentry Planning</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• PCI inmates have significant access to reentry preparation programs and services in One-Stop Centers and throughout the institution.</li> <li>• 32 unit programs provided at PCI currently engage 258 total inmates.</li> <li>• PCI lacks an accountability system to ensure timely communication and completion of each RPLAN action prior to inmates' release date.</li> </ul>
<b>Security Classification and Privilege Levels</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• 52 percent unaccounted oversights in classification reviews were revealed.</li> </ul>

**FISCAL ACCOUNTABILITY: ACCEPTABLE**

INDICATORS	RATINGS	FINDINGS
<b>Staff Management</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• PCI staff completed only 5.3 percent of their required performance evaluations on time. Additionally, 53.0 percent of the evaluations were never submitted by PCI supervisors.</li> <li>• Although PCI decreased their total overtime payouts in FY 2013, their correctional officer overtime increased. The amount of paid overtime for each was significantly more than the DRC average.</li> <li>• Most of the officers interviewed rated morale as “low” or “very low” based on a perception of being “micro-managed” by the administration.</li> <li>• Positively, the PCI FY 2013 mandated training completion rates ranged from 99.2 percent to 100.0 percent.</li> </ul>
<b>Fiscal Responsibility and Needs</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• In CY 2013, PCI significantly increased their recycling revenue and was above the DRC average.</li> <li>• The cost savings ranked among the highest of the institutions inspected by CIIC during the current biennium.</li> <li>• Negatively, PCI failed its most recent fiscal audits. PCI scored 87.5 percent on their most recent internal management audit and 22.2 percent on their most recent external audit</li> </ul>
<b>Property</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• In CY 2013, PCI reduced their property loss payouts by 4.5 percent from CY 2012.</li> </ul>

**RECOMMENDATIONS SUMMARY**

- Ensure that use of force committee reports are completed in a timely manner per policy.
- Develop strategies to reduce the percentage of positive inmate test results for illegal substances.
- Ensure that officers are staggering rounds per policy.
- Ensure that the requisite number of shakedowns are completed and accurately documented. Develop strategies for additional accountability.
- Ensure that executive staff conduct weekly rounds through housing units, in line with DRC policy.
- Ensure the creation and implementation of an improved critical incident data tracking system.
- Ensure that C1 and D1 renovation and maintenance needs are appropriately addressed.
- Ensure that the number of no-shows for chronic care appointments is reduced.
- Ensure prioritization of inmates on the caseload for mental health treatment programs and services.
- Ensure inmate food service workers and porters maintain a clean work area near the serving line and in the food preparation area of the kitchen.
- Ensure all areas of the food service operations are properly cleaned and sanitized, including addressing the reported black substance on the ceiling of the chow hall.
- Conduct weekly inmate surveys to encourage feedback regarding the meals and the food service operations.
- Develop strategies to improve the low level of inmate satisfaction with access to recreation, which could include conducting an evaluation of potential barriers that may be negatively impacting adherence to the recreation schedule.
- Develop strategies to address the reported negative inmate/staff interactions, which could include tracking staff who most frequently appear in inmate complaints, additional training on interpersonal communication, and greater discipline.
- Ensure that staff respond timely to all informal complaints.

**RECOMMENDATIONS CONT.**

- Ensure that the RIB panel hears cases in a timely manner and informs inmates of what they are signing.
- Evaluate the need for placement of four inmates in a segregation cell and strongly consider eliminating the practice. Conduct an evaluation of inmates in segregation to determine whether placement is appropriate. Ensure that investigations are completed timely.
- Ensure that staff are offering segregation privileges in line with DRC policy.
- Ensure that all security classification reviews are completed timely.
- Evaluate and develop additional strategies to continue reducing staff overtime.
- Ensure that all performance evaluations are completed and within the required time period.
- Ensure that all Ohio fiscal standards are met for the next fiscal audit.

**ADDITIONAL SUGGESTIONS**

- Consider strategies to reduce the wait time for doctor sick call appointments once inmates arrive at the infirmary.
- Consider strategies to increase the number of staff in the mental health department to ensure appropriate coverage.
- Consider strategies to reduce early terminations in their recovery services programming.
- Consider evaluating the negative perceptions of the grievance procedure, particularly in regard to perceived staff retaliation.
- Consider creating opportunities for wheelchair-bound inmates in segregation to access recreation.
- Consider evaluating the decrease in academic enrollment and academic certificate achievement and developing strategies to address.
- Consider developing strategies to improve inmates' knowledge of reentry resources at PCI.
- Consider developing a strong accountability system to ensure that all RPLANs are completed prior to inmates' release.
- Consider strategies to improve the level of inmate satisfaction with access to telephones and to ensure that there are no barriers to access, which could include adding more telephones to the housing units.
- Consider developing additional strategies to address low staff morale, which could include requesting a cultural assessment.
- Consider developing strategies to address inmate reports of unsecured property loss due to institutional shakedowns and property packups.

## DRC RESPONSE

<b>Issue</b>	<p><b><i>Problem noted by CIIC –Unit Conditions-Good-With the exception of C 1 and D 1 which are In Need of Improvement</i></b></p> <ul style="list-style-type: none"> <li>• Cleanliness in the majority of housing units was rated as good or exceptional. However, C 1 was rated as in need of improvement and D 1 was rated acceptable.</li> <li>• Common areas were rated as good or exceptional with the exception of C 1 and D 1 which were rated as acceptable.</li> <li>• Shower cleanliness in buildings A and B were rated good or exceptional. However, shower conditions in buildings C, D, and FHC were generally rated as acceptable or in need of improvement.</li> <li>• Toilets and urinal conditions in buildings A, B, and the FHC were rated good or exceptional in terms of cleanliness. However, toilets and urinal conditions in buildings C and D were generally rated as acceptable or in need of improvement.</li> </ul>		
	<table border="1"> <tr> <td data-bbox="319 717 1537 1127"> <p><b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</i></b></p> <ul style="list-style-type: none"> <li>• PCI has received bids on C and D1 epoxy shower project. The project is waiting for approval by the Controlling Board. Once approved, the Controller can activate within 30 days after receiving a purchase order. Maintenance will provide new stainless steel toilets and sinks for C and D units. The Unit Team will increase sanitation by adding additional porter assignments and frequency of cleaning times. Unit staff shall complete additional follow up inspections.</li> <li>• C 1 and D 1 shower epoxy project</li> <li>• Acquire bids for stainless steel toilets and sinks for C and D</li> <li>• Increase frequency of cleaning schedule</li> </ul> </td><td data-bbox="1545 717 1915 1127"> <p><b><i>Person Responsible</i></b></p> <p>Maintenance Superintendent Unit Manager</p> </td></tr> </table>	<p><b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</i></b></p> <ul style="list-style-type: none"> <li>• PCI has received bids on C and D1 epoxy shower project. The project is waiting for approval by the Controlling Board. Once approved, the Controller can activate within 30 days after receiving a purchase order. Maintenance will provide new stainless steel toilets and sinks for C and D units. The Unit Team will increase sanitation by adding additional porter assignments and frequency of cleaning times. Unit staff shall complete additional follow up inspections.</li> <li>• C 1 and D 1 shower epoxy project</li> <li>• Acquire bids for stainless steel toilets and sinks for C and D</li> <li>• Increase frequency of cleaning schedule</li> </ul>	<p><b><i>Person Responsible</i></b></p> <p>Maintenance Superintendent Unit Manager</p>
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	<p><b><i>Comments:</i></b></p>		

<b>Issue</b>	<p><b><i>Problem noted by CIIC –Medical Services-Acceptable</i></b></p> <ul style="list-style-type: none"> <li>• There is no backlog of patients waiting to be seen in sick call clinics or chronic care clinics</li> <li>• Inmates that participated in the survey reported satisfaction with healthcare services. Focus group participants provide mixed opinions about healthcare services.</li> <li>• The doctor sick call “no-show” rate has declined to below 10 percent. However, it was still higher than the</li> </ul>
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	DRC average. <ul style="list-style-type: none"><li>Negatively, the number of inmates on the chronic care caseload who were documented as No-Shows/Against Medical Advice for the past 90 days was calculated to be 25 percent.</li></ul>
	<div><div><b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</i></b><ul style="list-style-type: none"><li>Medical staff will review each medical chart to ensure that inmates are being seen by medical staff. Staff will review status to confirm appointments are being maintained and that medications are current. If it is determined that a patient is not seen in the allotted timeframe they will be immediately scheduled for follow up care. For medical no-shows, staff members have been informed to contact the dorm officer and/or the captain's office when needed and to document in the medical record. Staff will continue to monitor the chronic care backlog through the CQI process.</li><li>Reduce the number of no-shows for the chronic care appointments</li></ul></div><div><b><i>Person Responsible</i></b>  Medical Operations Manager</div></div>
	<b><i>Comments:</i></b>

<b><i>Issue</i></b>	<p><b><i>Problem noted by CIIC – Mental Health Services-In Need of Improvement</i></b></p> <ul style="list-style-type: none"> <li>Staffing Levels appear to be insufficient to address the mental health needs of the population. Psychiatric coverage has been inconsistent for the past year.</li> <li>A lower percentage of inmates that participated in the survey reported adequate access to mental health service and programs</li> <li>Crisis cells were observed to be in good condition</li> <li>Positively, there have been no completed suicides and a lower number of suicide attempts and incidents of self-injurious behavior in the time period evaluated by CIIC.</li> </ul>	
	<p><b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</i></b></p> <ul style="list-style-type: none"> <li>The first step in the corrective action plan designed to address access to mental health care is the establishment of crisis or open hour access (please see attached). In addition we plan to increase education and awareness among staff of the availability of the services for inmate on the compound. Second, group programming will become a priority as we address department</li> </ul>	<p><b><i>Person Responsible</i></b></p> <p>Mental Health Manager</p>



	<p>vacancies. Further, the department administrator and DWSS will continue to work with the OCHC to provide psychiatric coverage for inmates at PCI which has been minimal.</p> <ul style="list-style-type: none"> <li>• Increase access to mental health care and prioritize inmates on caseload for programming</li> <li>• PCI Mental Health Services Crisis and Open Office Hours</li> </ul>	
	<b>Comments:</b>	

<b>Issue</b>	<p><b><i>Problem noted by CIIC – Food Services-Acceptable</i></b></p> <ul style="list-style-type: none"> <li>• Each of the meals sampled by CIIC was rated good.</li> <li>• PCI offers an incentive program for inmate food service workers.</li> <li>• Negatively, CIIC observed an excessive amount of food particles and spilled items under the serving and in the kitchen prep area.</li> <li>• Survey responses were more negative than average inmate responses from previous inspections during the biennium.</li> </ul>	
	<p><b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC concern in the area:</i></b></p> <ul style="list-style-type: none"> <li>• The Food Service Director will conduct a weekly meeting with CFS staff to discuss assignments, safety, and sanitation requirements. Additionally, the Food Service Director will conduct a monthly meeting with CFS staff and security staff in the area to discuss food service operations, recommendations for improvement from security and to address sanitation concerns.</li> <li>• Inmates will be assigned to maintain a clean chow line and dining hall during meal times. A third shift cleaning crew will address concerns related to cleaning the ceilings in the kitchen area and dish room. CFS staff will issue a weekly survey to inmates.</li> <li>• Ensure food service workers and porters maintain a clean work area near the serving line.</li> <li>• Conduct weekly surveys to encourage feedback regarding meals and food service operations.</li> <li>• Ensure all areas of food service operations are properly cleaned and</li> </ul>	<p><b><i>Person Responsible</i></b></p> <p>Food Service Director</p>

	sanitized.	
	<b>Comments:</b>	

<b>Issue</b>	<b><i>Problem noted by CIIC –Recreation-In Need of Improvement</i></b> <ul style="list-style-type: none"> <li>Negatively, inmates reported very low satisfaction levels with access to recreation, which was far below the average reported at other institutions inspected this biennium.</li> <li>Inmate survey responses were also negative regarding adherence to the recreation schedule. These concerns were echoed by several focus group participants.</li> <li>However, inmates are offered a diverse range of recreational activities and physical facilities appeared clean and well-maintained.</li> </ul>	
	<b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</i></b>	<b><i>Person Responsible</i></b>
	<b>Comments:</b> <ul style="list-style-type: none"> <li>Access to recreation was cited as one of the concerns in the 2011 CIIC Report. Pickaway Correctional Institution addressed the issues and the 2011 CIIC fully endorsed the new expanded hours of operations for the inmate population. Currently inmates utilizing the services offered in recreation exceed at least one thousand or more inmates per day. Specialized housing units also have access to using the gym on designated days (hospital and wheelchair inmates) in addition inmates are also provided in house (dormitory) recreational activities.</li> <li>The recreation schedule and monthly calendar is posted both in the gym and in all housing units and is adhered to all times; with the exception of an institutional security need.</li> </ul>	

<b>Issue</b>	<b><i>Problem noted by CIIC –Staff/Inmate Interactions-In Need of Improvement</i></b> <ul style="list-style-type: none"> <li>Focus group participants relayed significant concerns regarding staff/inmate interactions, particularly regarding officers' inappropriate language and the demeaning manner in which they address inmates.</li> <li>Survey responses were some of the most negative seen this biennium, with over 100 inmates specifically identifying issues with staff.</li> </ul>	
	<b><i>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</i></b> <ul style="list-style-type: none"> <li>Warden to reiterate to staff the expectations in regards to interpersonal communications at Executive Staff Meetings, Department Head Meetings and annual in-service training.</li> </ul>	<b><i>Person Responsible</i></b>  Executive Staff All Supervisors ADO

	<ul style="list-style-type: none"> <li>Investigate complaints and take corrective action.</li> <li>Executive Staff, Supervisors, and Administrative Duty Officer will make quality rounds, which will include staff/inmate interaction and document issues for action.</li> <li>In-Service will include the topics of Interpersonal Communication and Appropriate Inmate/Staff interaction.</li> </ul>	Training Officer
	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>As stated above any complaints from inmates will be properly investigated and necessary corrective action taken. Staff have been disciplined for inappropriate comments to staff and inmates.</li> </ul>	

<b>Issue</b>	<p><b>Problem noted by CIIC –Inmate Grievance Procedure-In Need of Improvement</b></p> <ul style="list-style-type: none"> <li>7.6 percent of informal complaints in 2013 did not have a documented response. Of those that did receive a response, 17.8 percent were outside of the seven day timeframe.</li> <li>For inmates who had not used the grievance procedure, the primary reported reason was “staff retaliation.”</li> <li>Positively, the review of informal complaints and grievances indicated that staff are generally responsive to inmates’ complaints.</li> </ul>	
	<p><b>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</b></p> <ul style="list-style-type: none"> <li>Effective immediately, submit a quarterly report that allows the managing officer to identify employees who repeatedly do not respond timely to ICRs to allow for an immediate decrease in delinquent responses.</li> <li>Immediately increase presence by making more frequent rounds/conduct staff training session to allow for incoming inmates and staff to easily identify the inspector.</li> <li>Continue to educate staff/inmate population about the purpose of the inmate grievance procedure thus allowing a more comprehensive response. This will help to combat inmates who submit their complaints to the inappropriate staff, submit their complaints more efficiently.</li> <li>Decrease the number of untimely informal complaint responses to comply with DRC’s set standard and CIIC’s vision</li> <li>Increase presence to allow inmates/staff to be familiar with whom the</li> </ul>	<p><b>Person Responsible</b></p> <p>Warden Institutional Inspector All Supervisory Staff</p>

	<p>institution inspector is and the functions of the office of the institution inspector.</p> <ul style="list-style-type: none"> <li>• Develop a mechanism/procedure to inform inmate who to submit the ICR to according to the issue or nature of complaint.</li> <li>• Initiate corrective action as needed.</li> </ul>	
	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>• There will be a collective effort between supervisory staff and the institution inspector to significantly turn these numbers around. It is obvious that how we respond to inmate Informal Complaint Resolutions affect the climate of the institution. Timely responses regarding offenders concerns are a priority.</li> <li>• In addition to practices already in place, the inspector will continue to make a conscience effort to guarantee appropriate forms are available by directly making inquiries of staff and offenders at PCI. The Inspector will continue to remind staff verbally, and with written instruction about delinquent ICR responses. A follow-up report will be submitted to the managing officer to allow for further action, indicating employees who frequently do not respond timely to ICRs. In addition to orientation, increasing rounds will allow new incoming inmates to be more familiar with the institution inspector. Utilizing inmate communication network, postings, the inmate handbook, and continued communication/education to the inmate population will offer assistance to ensure inmates are submitting their ICRs to the appropriate staff. The Inspector can further educate staff about addressing this issue through staff training sessions, and unit staff/operation meetings.</li> <li>• The Inspector will continue to maintain open office hours for the offenders to address their concerns.</li> </ul>	

<b>Issue</b>	<p><b>Problem noted by CIIC –Segregation-In Need of Improvement</b></p> <ul style="list-style-type: none"> <li>• Most cells were triple-bunked and several had four inmates in a cell.</li> <li>• Segregation log sheets were not all up-to-date for cell cleaning. Inmates stated that second shift segregation officers do not consistently offer recreation or cell cleaning.</li> <li>• Positively, despite the overcrowding, the unit was rated good for cleanliness, there was minimal inmate clutter in the cells, cell security issues were minimal, and there were no maintenance issues.</li> </ul>	
	<p><b>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</b></p> <ul style="list-style-type: none"> <li>• The Segregation Manager is actively monitoring the population management of the unit to ensure placement and retention in segregation is appropriate. Oversight is provided through the Administrative Assistant to the Warden during Rules Infraction Board and Local Control Committee reviews. The Unit</li> </ul>	<p><b>Person Responsible</b></p> <p>Segregation Supervisors Warden's Assistant Unit Managers Shift Supervisors</p>

	<p>Managers also are to track inmates from their Units in SMHU.</p> <ul style="list-style-type: none"> <li>• The Segregation Manager, Shift Supervisors, Administrative Duty Officers, and Unit Managers are responsible for reviewing and correcting any issues related offering of recreation and cell cleaning. Additionally, a Back-2-Basic committee has been assigned to review the daily schedule/procedures in the Special Management Housing Unit.</li> <li>• Population Management</li> <li>• Review of 4118s</li> <li>• Back-2-Basic on SMHU Schedule/Procedures</li> <li>• Post order revisions from approved Back-2-Basic Committee recommendations.</li> </ul>	Administrative Lt.
	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>• PCI is compliant with ACA Standard 4-4141 space requirements with 3 or 4 inmates in a cell. Length of stay will continue to be monitored and will work with the Bureau of Classification to attempt to expedite the transfers needed.</li> </ul>	

<b>Issue</b>	<p><b>Problem noted by CIIC –Quality of Educational Programming-Good</b></p> <ul style="list-style-type: none"> <li>• From FY 2012 to FY 2013, the total number of GED's earned at PCI increased by 45.7 percent, and the percentage of GEDs passed compared to GED tests taken increased by 17.7 percentage points.</li> <li>• PCI rate of GED achievement for FY 2013 was fourth highest among all DRC institutions, at a rate of 879 per 1,000 inmates.</li> <li>• Negatively, PCI rate of academic certificates given (earned) decreased by 13.6 percentage points from FY 2012 to FY 2013, and the FY 2013 rate was lower than both comparator prison and DRC average rates.</li> </ul>	
	<p><b>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</b></p> <ul style="list-style-type: none"> <li>• The Principal will address the non PCI's academic certificates from FY 2012 to FY2013 with all teaching staff at PCI. Teachers will be asked to furnish the Principal with the list of their past ABE, Pre-GED, GED, AOT/CD and AOT/CE including CDL completers up to the end of this quarter. The information will be submitted to the Education Specialist for compiling and submission to the Principal who will make them available to the School Superintendent for the purpose of issuing the appropriate certificates of achievement.</li> </ul>	<p><b>Person Responsible</b></p> <p>Principal Assistant Principal</p>

	<ul style="list-style-type: none"> <li>• Increase the rate of academic certificates.</li> </ul>	
	<b>Comments:</b>	

<b>Issue</b>	<b>Problem noted by CIIC –Security Classification and Privilege levels-In Need of Improvement</b> <ul style="list-style-type: none"> <li>• <b>52 percent unaccounted oversights in classification reviews were revealed.</b></li> </ul>	
	<b>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area of:</b> <ul style="list-style-type: none"> <li>• Security Classification suggested 52% overdue. Based on the new classification system; 52 out of 191 inmates had been completed but not re-classed. Unit Managers were contacted immediately and reminded to communicate with case manager for notification when inmate's have no change to their classification. In addition, the inmates who showed OTC, CMC and OSU should at the least be documented to indicate awareness of the past due status. Process is for Unit Manager to review weekly and UMC to review during Unit Manager sessions for compliance. If classification form is left open after transfer from another facility, it shall be closed during initial review and receipt to current dorm and case load.</li> <li>• Weekly reviews</li> </ul>	<b>Person Responsible</b>  Unit Management Chief Unit Managers Case Managers
	<b>Comments:</b>	

<b>Issue</b>	<b>Problem noted by CIIC –Staff Management-In Need of Improvement</b>	
	<b>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</b> <ul style="list-style-type: none"> <li>• DRC has entered into the new electronic e-performance and many of the staff needs training and /or refresher training. These are being scheduled and have been given approval to use paper evaluations prior to receiving the training to help with the timely issue. The new program also has to be tweaked. We have sent all the evaluations out and will be reminding supervisors to complete the timely or possibly face discipline.</li> <li>• Fill vacant positions.</li> </ul>	<b>Person Responsible</b>  HCM Senior Analyst HCM Analyst

	<ul style="list-style-type: none"> <li>• Receive Training on e-performance.</li> <li>• Give e-performance training to PCI Supervisors.</li> <li>• Send evaluation notices and track for timeliness.</li> <li>• Report to Warden on delinquent evaluations.</li> <li>• Take corrective action as needed.</li> </ul>	
	<p><b>Comments:</b></p> <ul style="list-style-type: none"> <li>• The HCMSA was on disability eight months of 2013 and the remaining staff was unable to keep the performance evaluation process up and therefore fell behind. Staff in PCI HR has been changing and all positions will be new employees to PCI as of 2013 except the HCMSA. We will receive training and give training on the e-performance for all PCI Staff.</li> </ul>	

<b>Issue</b>	<b>Problem noted by CIIC –Additional Suggestions</b>	
	<ul style="list-style-type: none"> <li>• Consider developing strategies to improve inmates' knowledge of reentry resources at PCI</li> </ul>	
	<p><b>The Pickaway Correctional Institution has developed the below listed action plan to address the CIIC identified problem area:</b></p> <ul style="list-style-type: none"> <li>• Reentry Planning: Institution has developed a Release Preparation Schedule. Schedule shall begin with all inmates 120 days prior to release: whereas Case Manager begins the process in the ONE Stop Center as a workshop; 90 days prior to release the Unit Manager verify in the RPLAN screen at each individual unit. 60 days out, the Unit Manager again review the RPLAN and the APA workshop will target inmates going home in 60 days; 30 days out; The Unit Manager will verify completion of the RPLAN and meet with inmate to determine compliance with information provided during previous 120, 90 and 60 days out. Inmates will be passed to all release preparation workshops offered at O.N.E. Stop Centers during each month. During the last 30 days, inmates shall be reassigned to Released Preparation status and passed to O.N.E. Center and Community Service activities. Final week, inmates shall be passed for Benefit Bank/Affordable Healthcare sign up.</li> <li>• PCI Release Preparation Schedule</li> </ul>	<p><b>Person Responsible</b></p> <p>Unit Management Chief Unit Managers Case Managers</p>
	<p><b>Comments:</b></p>	

## II. SAFETY AND SECURITY

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

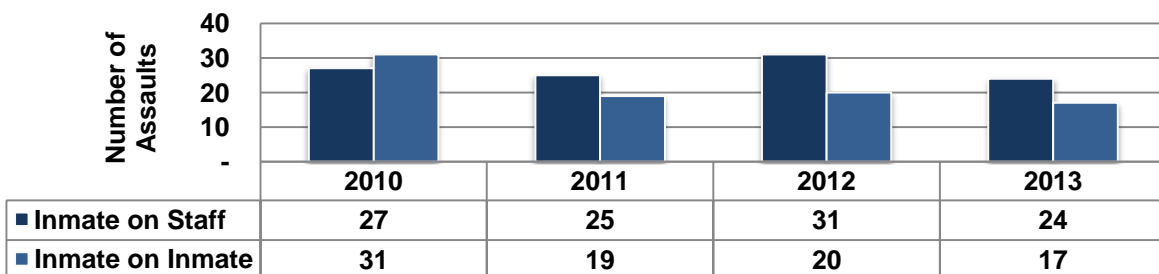
### A. VIOLENCE OUTCOME MEASURES

CIIC's evaluation of violence focuses on the number and rate of assaults, fights, and homicides at the institution during a six month time period in comparison to the same six month time period of the previous year; the comparator prison rate; and the DRC average. Overall, CIIC rated violence outcome measures as **GOOD**.

#### Assaults

- During the first six months of 2013, there were six reported inmate on inmate assaults.<sup>x</sup> Five of the assaults were physical assaults and one was a harassment assault.<sup>xi</sup> Total inmate on inmate assaults in the first six months of 2013 decreased by four in comparison to the same period in 2012.<sup>7xii</sup>
- The institution reported 10 inmate on staff assaults during the first six months of 2013.<sup>xiii</sup> Of the total, eight were harassment assaults and two were inappropriate physical contacts.<sup>xiv</sup> Total inmate on staff assaults in the first six months of 2013 decreased by two in comparison to the same period in 2012.<sup>8xv</sup>
- The rate of inmate disciplinary convictions for assaults decreased by 12.9 percent during the first six months of 2013 in comparison to the first six months of 2012.<sup>9xvi</sup> The rate of inmate disciplinary convictions for assaults for the first six months of 2013 at PCI was less than the comparator prisons as well as the DRC average.<sup>10xvii</sup>

**Chart 1**  
**Total Assaults**  
**CY 2010 – 2013**



<sup>7</sup> During the first six months of 2012, there were 10 inmate-on-inmate assaults.

<sup>8</sup> During the first six months of 2012, there were 12 inmate-on-staff assaults.

<sup>9</sup> The rate of inmate disciplinary convictions for assaults during the first six months of 2012 was 14.7. The rate during the first six months of 2013 was 12.8.

<sup>10</sup> The rate of inmate disciplinary convictions for assaults during the first six months of 2013 was 12.8 per 1,000 inmates. The rate of comparator prison was 19.8 and the DRC average rate was 27.4.

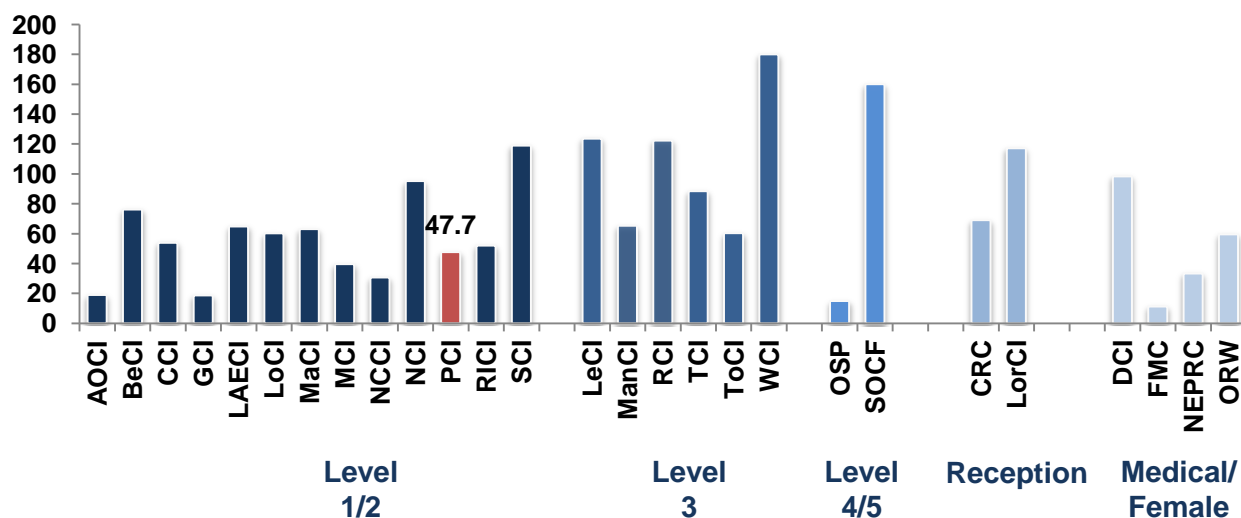


## Fights

- Fights<sup>11</sup> are documented via RIB convictions for rule 19 (fight) violations. The rate<sup>12</sup> of rule 19 convictions for the first six months of 2013 decreased 20.8 percent compared to the first six months of 2012.<sup>13xviii</sup>
- The rate of rule 19 convictions for the first six months of 2013 at PCI was lower than the comparator prisons as well as the DRC average.<sup>14xix</sup>

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

**Chart 2**  
**Rule 19 Violation (Fights) Rates<sup>15</sup>**  
 January – June 2013



## Homicides

- There have been zero homicides during the period evaluated by CIIC (2012 to date).

<sup>11</sup> The total number of RIB convictions for rule 19 violations does not correlate to a total number of fights. For example, seven inmates might have been involved in one fight – all seven inmates would have been found guilty by the RIB for a rule 19 violation and would therefore be included in the total number.

<sup>12</sup> The rate was obtained by dividing the total number of rule 19 violations for the six month time period by the average monthly institutional population for that same time period.

<sup>13</sup> In the first six months of 2012, the facility reported 131 (60.2 per 1,000 inmates) rule 19 convictions; during the first six months of 2013, the facility reported 101 (47.7 per 1,000 inmates) rule 19 violations.

<sup>14</sup> The rate for comparator prisons was 57.7 and the DRC average was 72.9.

<sup>15</sup> Rate is per 1,000 inmates.

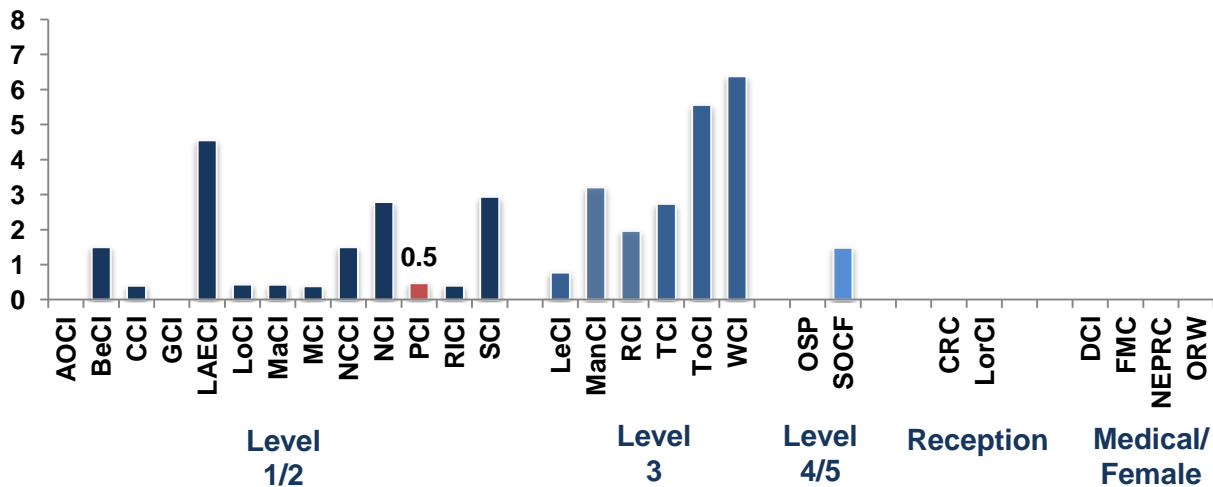
## B. DISTURBANCES<sup>16</sup>

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

- During the first six months of 2013, PCI reported one disturbance. The rate of disturbances remained the same in comparison to the first six months of 2012.<sup>17xx</sup>
- The rate of disturbances for the first six months of 2013 at PCI is less than the comparator prisons as well as the DRC average.<sup>18xxi</sup>

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

**Chart 3**  
**Rate of Disturbances by Institution**  
**January – June 2013**



<sup>16</sup> Disturbances are defined as any event caused by four or more inmates that disrupts the routine and orderly operation of the prison.

<sup>17</sup> The rate of disturbances at the institution during the first six months of 2012 and 2013 was 0.5.

<sup>18</sup> The average rate of disturbances for the comparator prisons was 1.2 and the average for DRC system-wide was 1.4.

### C. USE OF FORCE

CIIC's evaluation of use of force focuses on the number of uses of force at the institution during a six month time period in comparison to the same six month period of the previous year, the comparator prison rate, and the DRC average. A further evaluation is conducted by reviewing a random sample of 20 use of force reports. Overall, the CIIC inspection team rated use of force as **ACCEPTABLE**.

- During the first six months of 2013, the facility reported 22 use of force<sup>19</sup> incidents.<sup>xxii</sup> Compared to the first six months of 2012, in which 17 uses of force were reported, total uses of force increased by 29.4 percent. The rate of use of force incidents also increased by 33.3 percent.<sup>20</sup>
- During the first six months of 2013, 40.0 percent of use of force incidents involved black inmates and 60.0 percent involved white inmates.<sup>21</sup> In comparison to the racial breakdown of the institution, there does not appear to be any racial disparities regarding use of force incidents.
- The use of force rate for the first six months of 2013 was approximately half the comparator prisons and a quarter of the DRC average.<sup>22xxiii</sup>
- During the first six months of 2013, chemical agents (mace) were used nine times.<sup>xxiv</sup> This is one more time than chemical agents were used during the same period in 2012, in which chemical agents were used eight times.<sup>xxv</sup>
- CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video. Overall, the review was positive, but a few concerns were noted. Key findings include:
  - The majority of officers' responses to incidents were appropriate.
  - Only a few minor documentation errors were present.
  - Video was available for the majority of applicable use of force incidents, which is positive.
  - Two incidents of force raised concern.<sup>23</sup>
  - Several committee reports were not completed in a timely manner.<sup>24</sup>
- Overall, focus group participants did not relay serious concerns regarding inappropriate or excessive use of force. Most felt that force is not frequently utilized at the institution.<sup>25</sup>

<sup>19</sup> Further information regarding use of force incidents can be found in the Glossary.

<sup>20</sup> The rate of use of force incidents during the first six months of 2012 was 25.0 per 1,000 inmates. During the first six months of 2013, the rate was 20.8.

<sup>21</sup> This data is based on the institutional monthly use of force reports submitted by each institution to CIIC.

<sup>22</sup> The use of force rate at PCI for the first six months of 2013 was 10.4 per 1,000 inmates; the comparator prisons rate was 21.6 per 1,000 inmates. The DRC average was 40.3.

<sup>23</sup> One incident was deemed to be avoidable and the other incident related to an officer "playing around" and kicking an inmate's foot. Staff relayed that the officers involved were disciplined in both incidents.

<sup>24</sup> Staff relayed that an employee failed to refer the packets to a committee when indicated by executive staff. However, the employee no longer works at the institution and staff ensured that all committee reports were completed.

<sup>25</sup> A few focus group participants relayed examples of isolated incidents where they felt that officers had intentionally instigated inmates (verbally), which resulted in a use of force that could have been prevented.

## 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 six month time period in comparison to the same six month period of the previous year, the comparator prison rate, and the DRC average. Overall, the CIIC inspection team rated control of illegal substances as **GOOD**, due to recent improvements.

- During the first six months of 2013, 3.7 percent of the inmates tested positive for the presence of an illegal substance,<sup>26,27xxvi</sup> which is a significant increase in comparison to the first six months of 2012.<sup>28xxvii</sup> However, in the latter six months of 2013, the percent of inmates testing positive dropped to 1.1 percent, which indicates positive progress.
- The percentage of inmates who tested positive for the last six months of 2013 at PCI was significantly less than the comparator prisons as well as the DRC average.<sup>29xxviii</sup>
- In response to CIIC's survey question pertaining to prohibited substances, the top substances that inmates reported as available were tobacco (139), alcohol/hooch (128), and marijuana (122).<sup>30</sup> (Please refer to the DRC Inmate Survey results in the Appendix for more information.)

## E. INMATE PERCEPTION OF SAFETY

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

- 64.4 percent of inmate survey respondents (n=292) reported they are very safe, safe, or neutral (in terms of safety).
- Most focus group participants rated their personal safety as safe and felt that, for the most part, inmates got along well with one another. Of the few inmates that rated their personal safety as average or unsafe, this was typically related to particular housing assignments.<sup>31</sup>

<sup>26</sup> Each DRC institution conducts monthly urinalysis tests of a random sample of its population. The urinalysis tests for the presence of a broad range of substances. The institution randomly tested 623 inmates of which 23 tested positive.

<sup>27</sup> All 23 inmates tested positive for THC (marijuana).

<sup>28</sup> During the first six months of 2012, 1.3 percent of inmates tested positive for the presence of an illegal substance.

<sup>29</sup> The average percent of positive drug test results during the last six months of 2013 for the comparator prisons was 2.9 percent. The DRC average was 2.7 percent.

<sup>30</sup> 90 inmates refused to answer and 43 indicated that prohibited substances are not available.

<sup>31</sup> Focus group participants were also asked if there are any vulnerable areas of the prisons or areas where incidents are more likely to occur. The primary locations identified by inmates where they felt most fights occur were the lower levels of Unit C and Unit D due to the number of perceived blind spots.

- The institution had 23 inmates in segregation for refusal to lock 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, and cell/bunk security. Overall, the CIIC inspection team rated unit security management as **ACCEPTABLE**.

### Officer Rounds

- Officers documented rounds in the requisite 30 minute intervals. However, there were several occasions of officers not staggering rounds per policy.<sup>32</sup>

### Cell/Bunk Searches (Shakedowns)

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

### Cell/Bunk Security Check

- During the inspection, CIIC staff check bunk areas to identify if inmates are hanging items to block officers' direct observation. Although there did not appear to be issues of inmates hanging items from bunk areas, visual contact of inmates is limited in housing units C and D due to architectural design.
- In units C and D, there were several broken glass windows and cracked lights, creating potential security concerns.
- The construction of units C and D does not allow for clear supervision and officer line of sight, and there were several observed opportunities for contraband concealment.

## 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 **ACCEPTABLE**.

### Executive Staff Rounds

- Some executive staff<sup>33</sup> are inconsistently making rounds in all units based on a review of employee sign-in logs.<sup>34</sup>

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

<sup>33</sup> 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

## Critical Incident Management

- A discussion was held with the Warden and Chief of Security regarding critical incident tracking. While critical incidents are tracked at the facility, the current tracking system is inadequate to identify trends or to provide data-driven insights. However, staff relayed that they are working on an improved data tracking system.
- Nearly all of the officers interviewed believe they were adequately informed of incidents between shifts. Officers received their communication from the information relayed during roll call or from the officer they relieved from the previous shift.
- Most staff relayed that if a critical incident would occur, it would most likely happen in either a C or D-housing unit. Officers relayed that each of the units in C and D consists of several bays which presents a challenge for one officer to monitor all inmate activity.

## STG Management

- As of July 2013, there were 308 STG-affiliated inmates,<sup>35</sup> which was 14.5 percent of the institutional population.<sup>xxix</sup> The number of STG-affiliated inmates decreased by 8.3 percent than the number in July 2012.<sup>36</sup> The institutional percentage of STG-affiliated inmates is slightly higher than comparator prisons, but slightly lower than the DRC average.<sup>37xxx</sup>
- The number of rule 17 (unauthorized group activity) convictions<sup>38</sup> appears to be in line with their STG population.<sup>39xxxi</sup>
- 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 were theft (113), assaults (107), and extortion (100).<sup>40</sup> Please refer to the DRC Inmate Survey results in the Appendix for more information.

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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.

<sup>34</sup> CIIC's review of the employee sign-in logs generally covers the one month period prior to the date of the inspection.

<sup>35</sup> 305 were listed as passive, two were listed as active, and one was disruptive.

<sup>36</sup> The institution had an STG population of 336 as of July 23, 2012.

<sup>37</sup> The percentage of STG-affiliated inmates for comparator prisons was 11.9; DRC was 16.2.

<sup>38</sup> RIB convictions for rule 17 (unauthorized group activity) violations do not capture total gang activity in an institution, as gang activity likely occurs that is not captured by staff supervision and/or documented via a conduct report and RIB conviction.

<sup>39</sup> During the first six months of 2013 the facility reported a rate of 1.9 rule 17 violations. The comparator prison rate was 9.8 and the DRC average was 12.7.

<sup>40</sup> 79 inmates refused to answer and 59 indicated that gang activity is not frequent at this institution.

## Escapes

- There have been zero escapes or attempted escapes during the period evaluated by CIIC (2012 to date).

## H. PRISON RAPE ELIMINATION ACT (PREA)

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

- Staff reported nine allegations of sexual assault in 2013.<sup>41</sup>
- 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.
- Survey responses indicated that five inmates have had sexual contact with another inmate at the institution<sup>42</sup> and five inmates reported sexual abuse from another inmate at the institution. Three inmates reported that they had sexual contact with a staff member at the facility<sup>43</sup> and seven inmates reported they experienced sexual abuse from a staff member.
- All focus group participants were aware of the means available to report sexual victimization and had recently viewed a video on the subject of PREA.<sup>44</sup> However, inmates in several focus groups raised the concern that female officers do not consistently announce their presence before entering the shower and restroom areas in the housing units, as PREA requires.

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<sup>41</sup> Staff relayed that of the nine allegations, seven were unsubstantiated (meaning insufficient evidence) and two were unfounded (meaning evidence indicated that the incident did not in fact occur).

<sup>42</sup> Seven inmates refused to answer whether or not they had sexual contact with another inmate.

<sup>43</sup> Eleven inmates refused to answer whether or not they had sexual contact with a staff member.

<sup>44</sup> One inmate raised a concern that he did not feel that the hotline to report sexual victimization was truly anonymous since an inmate must dial in his/her pin number.

### **SAFETY AND SECURITY RECOMMENDATIONS**

- Ensure that use of force committee reports are completed in a timely manner per policy.
- Develop strategies to reduce the percentage of positive inmate test results for illegal substances.
- Ensure that officers are staggering rounds per policy.
- Ensure that the requisite number of shakedowns are completed and accurately documented. Develop strategies for additional accountability.
- Ensure that executive staff conduct weekly rounds through housing units, in line with DRC policy.
- Ensure the creation and implementation of an improved critical incident data tracking system.



### III. HEALTH AND WELLBEING

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

#### A. UNIT CONDITIONS

CIIC's evaluation of unit conditions consists of direct observation of unit conditions. Based on its observation, CIIC rated unit conditions as **GOOD**, with the exception of C1 and D1, which are **IN NEED OF IMPROVEMENT**.

- The general population housing units at PCI are comprised of four buildings (A, B, C, and D). Each building is divided into two levels with each level representing one housing unit for a total of eight housing units (A1, A2, B1, B2, C1, C2, D1, and D2). Buildings A and B are the newest housing units<sup>45</sup> with a layout of two dormitories on each level.<sup>46</sup> Buildings C and D are the oldest housing units on the compound and their layout is similar to a telephone pole design.<sup>47</sup>
- The institution also includes the Frazier Health Center (FHC). The FHC is a medical facility unique in the DRC that houses both an infirmary and a long-term care facility.
- Cleanliness in the majority of housing units was rated as good or exceptional. However, C1 was rated as in need of improvement and D1 was rated acceptable.<sup>48,49</sup>
- Common areas were rated as good or exceptional with the exception of C1 and D1 which were rated as acceptable. Items that are commonly used by all inmates (phones, laundry microwaves, ice machines, drinking fountains, etc) were all noted to be operational in almost every unit.<sup>50</sup> (A detailed review of the maintenance needs in each unit is available for review in the housing unit checklists located in the Appendix.)
- Shower cleanliness in buildings A and B were rated good or exceptional. However, shower conditions in buildings C, D, and the FHC were rated as acceptable or in need of improvement with the exception of C2.<sup>51</sup>

<sup>45</sup> The units were constructed in 2006.

<sup>46</sup> Each dormitory contained five rows of bunk beds. Each unit has multiple microwaves, an ice machine, four sets of washer and dryers, and common area dayrooms for recreation. Each unit has an officer station located in the center.

<sup>47</sup> The units are comprised of multiple housing bays connected to the main corridor. The officer station is located in the center. Amenities vary due to the older design and recent renovations.

<sup>48</sup> 60.6 percent of survey respondents (n=289) relayed that they generally thought their unit was "very clean" or "clean."

<sup>49</sup> Several focus group participants relayed concerns regarding maintenance and sanitation issues in Unit C1 and Unit D1, including issues with flooding in C1 (through the walls), broken windows, windows that do not fully close, concerns of mold in the bed areas and showers, and just overall poor sanitation due to the age of the buildings.

<sup>50</sup> Two units had one broken microwave and one unit had an inoperable phone and drinking fountain.

<sup>51</sup> The rating was due to water stains, chipped paint, and soap scum. A few showers were inoperable in one housing unit. Staff relayed they have an ongoing shower renovation project.

- Toilets and urinal conditions in buildings A, B, and the FHC were rated good or exceptional in terms of cleanliness. However, with the exception of C2, toilets and urinal conditions in buildings C and D were rated as acceptable or in need of improvement.
- Cleaning materials were observed to match the correct inventory. However, bottles in several units were empty or less than half full.<sup>52</sup> First aid boxes were secured in all housing units. Fire extinguishers were also present in each unit, and monthly inspections for their readiness had been conducted.

## B. MEDICAL SERVICES

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

### Facilities

- The facilities were observed to be in good condition.<sup>53,54</sup>
- The facility has sufficient administrative and clinical space for staff.
- The Frazier Health Center's long term care ward was observed to be in good condition.
- The dialysis unit was observed to be in good condition.<sup>55</sup>

### Staffing

- The facility has a sufficient number of medical staff to ensure care is provided in a timely manner.<sup>56</sup>

<sup>52</sup> 77.4 percent of inmate survey respondents (n=283) responded that they normally have the opportunity to request and receive cleaning chemicals every week.

<sup>53</sup> Medical facilities at PCI are contained in the Frazier Health Center (FHC) that include the infirmary, dialysis center, the long term care housing unit, and the holding cells. The FHC houses inmates that require long term assisted living who can perform all but one of the basic activities of daily living. This includes wound and skin care, continuous oxygen therapy, etc. Short term medical treatment such as blood transfusions, iv therapy, and tube feedings are also provided.

<sup>54</sup> Overall, the living quarters were observed to be in good condition. The exception being that the shower stalls in the long term care unit were observed only to be in acceptable condition. Most of the stalls were observed to have soap residue. In regard to the infirmary holding cells, the shower in this area was also observed to be in need of attention. When documentation of the cleaning schedule was reviewed, there was no documentation to support that cleaning of the shower occurred.

<sup>55</sup> The dialysis center serves inmates of all security levels, and genders. Male inmates classified as level 1 or 2 that require dialysis are housed at PCI. Higher security inmates are transported to the facility on a weekly basis for treatment who escorted and supervised by an appropriate number of officers from their respective institutions. Likewise, female offenders requiring dialysis are also transported to the facility and are supervised by officers.

- The institution's advanced level providers have been at the facility for less than one year.
- There were only four nursing vacancies reported.<sup>57</sup>

### Access to Medical Services<sup>58</sup>

- Health Service Request forms were available in every housing unit.
- There was no backlog for Nurse Sick Call, Doctor Sick Call or Chronic Care Clinics reported.
- Several surveys are conducted throughout the year at different intervals to assess the level of satisfaction with medical services.<sup>59</sup>
- Inmates reportedly wait no more than 48 hours to be seen in nurse sick call from the time the request is logged.<sup>60</sup> However, it may take longer to see the Doctor.<sup>61</sup>
- The Doctor Sick Call "no-show" has declined over 2013. Throughout all of 2013 the institution had a higher average of "no-shows" than the rest of the DRC.<sup>62</sup>
- Negatively, the number of inmates on the chronic care caseload who were documented as No-Shows/Against Medical Advice for the past 90 days was

<sup>56</sup> The nursing staff consists of 41 RNs, and 22 LPNs. Advanced level providers consist of physicians that provide two FTE hours of service, and Nurse Practitioners that provide three FTE hours of service. There are also two physicians from OSUMC that provide services in the dialysis. There is a Health Care Administrator, a Quality Improvement Coordinator and a Assistant Health Care Administrator. Contracted staff consists of four dentists, four dental assistants, one hygienist, one radiology technician, two diet technicians, two phlebotomists, six state trained nursing assistants and seven Health Information Technicians.

<sup>57</sup> The vacancies were all due to transfers to the private sector, promotions within the DRC, or transfers to other DRC facilities.

<sup>58</sup> Access to medical staff is evaluated based on several factors: (1) time period between inmate submission of a health service request form and appointment with medical staff; (2) time period between referral to the doctor and appointment with the doctor; (3) response times to kites and informal complaint forms; and (4) current backlogs for Nurse Health Call, Doctor Health Call, and Chronic Care Clinic.

<sup>59</sup> Staff relayed that surveys are conducted through the quality assurance program, monthly in the long term care unit, during quarterly ad-hoc meetings, and during the annual health fair.

<sup>60</sup> Of survey respondents in the general population 74.2 percent (n=264) stated that they are "usually" or "sometimes" seen within two days of submitting a sick call slip. Of survey respondents in FHC, 93.7 percent (n=16) stated that they are "usually" or "sometimes" seen within two days of submitting a sick call slip.

<sup>61</sup> General population inmates shared concerns with the time it takes to see the doctor. Concerns regarding being rescheduled after long wait times at the infirmary were expressed in both general population focus groups.

<sup>62</sup> A "no-show" is recorded when an inmate fails to show up for his scheduled doctor sick call (DSC) appointment. The DRC prefers that the "no-show" percentage be below 10 percent of the total DSC appointments each month. Positively, during the fourth quarter, the PCI DSC "no-show" percentage declined to 8.7 percent. The DSC "no show" percentage for PCI in the first quarter of 2013 was 13.2 percent, 12.9 percent during the second quarter, and 10.3 percent for the third quarter. For the entire DRC, the no show rate for the first quarter was calculated to be 6.5 percent, 5.8 percent for the second quarter, and 7.1 percent for the third quarter. The fourth quarter DRC no show percentage was estimated to be 6.4 percent.

calculated to be 25 percent, which is much higher than other institutions evaluated.<sup>63</sup>

- Inmates that participated in the survey reported satisfaction with healthcare services.<sup>64</sup>

## Medical Deaths

- There were 55 inmate deaths in the time period evaluated by CIIC.<sup>65</sup>

## Inmate Communication

CIIC staff conducted three focus groups of inmates in regard to medical care. A focus group was conducted of inmates housed in the Frazier Health Center long term care unit, and two focus groups were conducted of general population inmates. The following are key findings:

### Long Term Care Focus Group

- In general, inmates felt the medical care they were receiving overall was good.<sup>66</sup>
- Inmates reported no problems with communicating their concerns to the staff.<sup>67</sup>
- Many of the inmates stated that they are seen timely with around the clock access to care.<sup>68</sup>

<sup>63</sup> The majority of these no-shows were attributed to inmates that work in jobs outside the institution such as the OPI garage, the dairy facility, and the meat processing plant. Staff recently developed an action plan to schedule these inmates for Friday appointments to reduce the no-shows in chronic care clinics. This percentage is determined by dividing the number of no shows/against medical advice (NS/AMA) by the total number of clinics. The total number of chronic care clinics for the past 90 days was reported to be approximately 576. The number of clinics where inmates who were NS/AMA was reported to be 144, of which, 134 were no-shows. The majority of these no-shows were reportedly attributed to inmates that work in jobs outside the institution such as the OPI garage, the dairy facility, and the meat processing plant. Staff recently developed an action plan to schedule these inmates for Friday appointments in order to reduce the no-shows in chronic care clinics.

<sup>64</sup> Of survey respondents in general population, 82.5 percent (n=263) reported that they were "neutral", "satisfied" or "very satisfied" with the quality of care provided by nurses; 71.3 percent (n=251) reported they were "neutral," "satisfied" or "very satisfied" with the care provided by the doctor; and 72.1 percent (n=229) reported that they were "neutral," "satisfied" or "very satisfied" with their dental care. Of survey respondents who are housed in FHC, 81.2 percent (n=16) reported that they were "neutral," "satisfied" or "very satisfied" with the quality of care provided by nurses; 81.2 percent (n=16) reported they were "neutral," "satisfied" or "very satisfied" with the care provided by the doctor; and 78.5 percent (n=14) were "neutral," "satisfied" or "very satisfied" with their dental care.

<sup>65</sup> The period of time evaluated by CIIC was from January 2012 to December 2013. All of the inmates that expired were reported to be expected medical deaths.

<sup>66</sup> Inmates were very positive about the tone set by the new administration of the facility, reported satisfaction with access to around the clock medical care, and that the doctors acted as their advocates for advanced medical procedures.

<sup>67</sup> Inmates described most of the nurses as positive and very polite, who address their problems promptly. Inmates also spoke highly of their doctors.

<sup>68</sup> Each of the living quarters in the long term care dormitory has a nurse station that is staffed around the clock.

- It was relayed that the activity therapist provides them with a range of activities and opportunities to get out of the unit.
- Inmates relayed few concerns regarding their medications.<sup>69</sup>
- Inmates relayed dissatisfaction with the quality of the food.

### General Population Inmate Communication<sup>70</sup>

- Inmates relayed staff behaves professionally.<sup>71</sup>
- A mixture of opinions was relayed about the quality of care they receive.<sup>72</sup>
- Inmates relayed that sick call appointments are generally conducted timely. However, both groups reported lengthy wait times once at the infirmary.<sup>73</sup>
- Inmates relayed a mixture of experiences with regard to medication refills.<sup>74</sup>

### Departmental Internal Audit Findings

- A full internal management audit was conducted in June 18-20, 2013. The auditors relayed several concerns pertaining to appropriate documentation.<sup>75</sup>

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

## C. MENTAL HEALTH SERVICES

CIIC's inspection of mental health services in a correctional facility focuses on cleanliness of facilities, staffing, access to mental health staff, and critical incident data. CIIC does not independently evaluate the quality of care provided. Overall, the CIIC inspection team rated mental health services as **IN NEED OF IMPROVEMENT**.

<sup>69</sup>Inmates relayed that overall the prescription medication refill process has improved. Most of the concerns expressed about medications though were in regard to the DRC formulary, and being issued generic medications versus name-brand medications.

<sup>70</sup>Two focus groups were conducted of general population inmates. One of inmates on the chronic care caseload, the other of inmates that are not on the chronic care caseload.

<sup>71</sup>Inmates relayed that the nurses are respectful and act as a patients and not as inmates.

<sup>72</sup>Some inmates relayed that they felt that the care could be better, while others stated that they see the doctor more now than ever. Several inmates relayed that PCI's medical department is better than any other facility they had ever served time in.

<sup>73</sup>Inmates relayed that they may wait an extended length of time to see the doctor once they arrive at the infirmary. Others relayed that they are often rescheduled after waiting all day without seeing the doctor. Inmates relayed that their passes should be scheduled closer to the actual time for their appointment.

<sup>74</sup>Inmates stated that they receive all of their medications, and that it generally takes a week to receive the refill. Others relayed that in the past they have experienced long delays in receiving refills.

<sup>75</sup>Among the discrepancies noted in the IMA, it was observed that 1) five staff failed to certify in CPR within 30 days of hiring; 2) two of five chronic care offenders were not seen timely based on consult priority; 3) medications were not being stored in compliance with DRC protocols; 4) documentation of labs was not properly completed; 5) records revealed that assessments of several patients admitted to the infirmary were not completed within eight hours; 6) portions of subjective histories and patient education were not completed; 7) documentation showed that inmates were either not seen or scheduled for follow up in chronic care clinics.

## Caseload

- 16 percent of the total inmate population (n=2,174) is on the mental health caseload.<sup>76</sup>
- There were 349 inmates on the mental health caseload, with 215 inmates classified as seriously mentally ill (SMI).

## Facilities

- The mental health facilities consist of administrative areas, program space shared with other departments, and a secure records room. All were noted to be in good condition despite the age of the facilities.
- There are four specially designated cells for observation of inmates experiencing mental health crisis between both segregation and the infirmary.<sup>77</sup> During the inspection they were observed to be in good condition.

## Staffing

- Staffing levels appear to be insufficient to address the mental health needs of the population.<sup>78,79</sup>
- Psychiatric coverage has been inconsistent for the past year.<sup>80</sup>
- There were three vacancies at the time of the inspection.<sup>81</sup>

## Access to Mental Health<sup>82</sup>

- An estimated time period for an initial psychiatry appointment could not be provided due to the variations in psychiatric coverage at the facility. However, at the time of the inspection there was no backlog of inmates waiting to be seen by psychiatry.

<sup>76</sup> There are 349 inmates on the mental health caseload, which accounts for 16 percent of the population (n=2,174). On the day of the inspection, there were 215 inmates classified as seriously mentally ill (SMI). There were 34 inmates on the mental health caseload in segregation.

<sup>77</sup> There are four safe cells at PCI; two in segregation and two in the infirmary.

<sup>78</sup> There has been no consistent coverage by a psychiatrist for the previous year, there are no psychologists that carry a caseload or Licensed Independent Social Workers. There are three masters-level psychology assistants, three RNs, one licensed social worker, a Mental Health Administrator, and a Health Information Technician.

<sup>79</sup> It was reported that the limited number of staff have prevented outreach to the general population.

<sup>80</sup> There is no dedicated psychiatrist at the facility, and coverage in the previous year had been inconsistent, with several months in which there was no coverage. Currently coverage is provided on a temporary basis by the Director of Psychiatric Services for the DRC.

<sup>81</sup> Staff reported that several of the positions had been abolished upon becoming vacant.

<sup>82</sup> 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.

- A lower percentage of inmates that participated in the survey reported adequate access to mental health services and programs.<sup>83</sup>
- Staff reported inmates referred to mental health for evaluation were reportedly seen by staff within 14 days, and there were no evaluations that had taken longer than 14 days.
- All mental health requests in the previous three months were responded to timely, and there was no reported backlog for either.
- Mental health staff makes weekly rounds in segregation.<sup>84</sup>
- There have been three transfers to a Residential Treatment Unit (RTU) during the past year and 11 inmates transferred to Residential Treatment Programs. Staff reported that transfers generally occurred within one week or less.
- There was only one inmate reported to be on mandated medications.
- An estimated 93 percent of programs scheduled were conducted in the past 90 days.
- A variety of mental health services and programming is reportedly provided to inmates at the institution. However, concerns were expressed about whether or not inmates being served are on the caseload or not.<sup>85</sup>

### Critical Incidents

- There have been no suicides reported at the institution in the time period evaluated by CIIC.
- There have been no suicide attempts reported at the facility in the past year. Staff reported that there was only one incident of self-injurious behavior during the past six months.
- There have been 81 incidents of inmates placed on constant watch, 21 incidents of inmates placed on close watch, and 34 inmates placed under mental health observation.
- Restraints have not been used in the past year.
- Staff is assigned to respond to crisis situations on a rotating weekly basis, and have a coordinated response to assist inmates during these periods.

<sup>83</sup>Of survey respondents in general population, only 57.6 percent (n=172) reported that they had adequate access to mental health services. In regard to the quality of mental health services, 69.1 percent of general population inmates (n=149) reported that they were “neutral”, “satisfied” or “very satisfied” with the quality of care provided by mental health staff. In regard to the degree of difficulty with getting into mental health and wellness programs, 68.8 percent of inmates (n=202) reported that it was easy or neutral to get into mental health and wellness programs. Of survey respondents in Frazier Health Center, 76.9 percent (n=13) reported that they had adequate access to mental health services. In regard to the quality of mental health services, 63.6 percent of Frazier Health Center inmates (n=11) reported that they were “neutral”, “satisfied” or “very satisfied” with the quality of care provided by mental health staff. In regard to the degree of difficulty with getting into mental health and wellness programs, 61.5 percent of inmates (n=13) reported that it was easy or neutral to get into mental health and wellness programs.

<sup>84</sup> Per policy, if an inmate on the caseload is in segregation over 30 days, staff is required to conduct an intensive screening of the inmate to assess him for stressors, and the likelihood for inflicting self harm. Subsequent reviews are conducted at 30 day intervals thereafter.

<sup>85</sup> Staff relayed that there are several programs such as Rational Emotive Therapy, Anger Management, Stress Management, and a healthy living program being provided by mental health staff.

## Departmental Internal Audit Findings

- A full internal management audit was conducted in June 18-20, 2013. There were four discrepancies regarding PCI mental health services noted.<sup>86</sup>

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

## D. RECOVERY SERVICES

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

### Access<sup>87</sup>

- The inmates who are in chronic need of recovery services were prioritized for programming.
- The majority of inmates who participated in the survey reported adequate access to recovery services.<sup>88,89</sup>
- There were approximately 480-500 inmates reported to be participating in supplementary groups like Alcoholics Anonymous, Narcotics Anonymous or Cocaine Anonymous each week.<sup>90</sup> There were also a high number of inmates

<sup>86</sup> 1) Auditors discovered that mental health evaluations were not being completed consistently after a referral has been done. Inmates were being transferred to PCI on the mental health caseload and no evaluations were being completed. 2) Documentation for two inmates on mandated medications were not completed or were missing. 3) Auditors noted that psychiatric nurses had no input on night stock medications for mental health. It was recommended that mental health and medical need to work together on the medication issued to work out the details so that inmates would not experience an interruption in their medication distribution. 4) Auditors revealed that informed consent forms could not be located for inmates on psychotropic medications. It was also revealed that inmates who transferred to PCI without the consents were not completed by mental health staff.

<sup>87</sup> Each inmate is screened using an assessment tool for the need for addiction services, and is assigned a number associated with a recovery services level. This number indicates the degree to which inmates are in need of addiction services. Inmates are scored from zero to three; zero indicating no need of services, to three indicating chronic need for addiction services. This number is determined through completion of a need for services assessment that gives an overall score resulting in the assignment to one of the recovery services levels. Inmates who score either two or three are most in need of treatment; thus, they should be prioritized for programming.

<sup>88</sup> 72.4 percent of inmates (n=261) housed on general population reported that they had adequate access to recovery services programming. Only 57.1 percent of inmates in FHC (n=14) reported adequate access to recovery services programming. Furthermore, 70.8 percent of inmates (n=257) in general population reported that it was easy to get into recovery services programs. Likewise, 55.5 percent of inmates (n=9) in FHC reported that it was easy to get into recovery services programming.

<sup>89</sup> A variety of incentives are available for inmates if they successfully complete programs. Incentives include earned credit, risk reduction, reentry coupons, and eligibility for 80 percent release under HB 86.

<sup>90</sup> Staff reported that for the month of December 2013 there were an average of 145 inmates participating in Cocaine Anonymous, 195 inmates attending AA meetings, 155 attending NA meetings.



reported to be participating in recovery services oriented supplementary service programming.<sup>91,92</sup>

- Volunteers are utilized to maximize the effectiveness of AA/NA/CA programming. Furthermore, graduates of the program are used in two programs.
- The prison does have specialized units dedicated to recovery services programming administered by the Ohio Department of Mental Health and Addiction Services.
- 81.1 percent of scheduled treatment programs in the last 90 days were held.<sup>93</sup>
- 1.8 percent of the institution's population that are identified as eligible<sup>94</sup> (n=1,418) were enrolled in formal recovery services programming, with 264 on the waiting list. This is lower than many other institutions evaluated.
- The staff does not conduct outreach to family members to incorporate them into the offender's recovery.

## Quality

- The institution was audited by DRC administrators on February 27, 2013. Auditors did not report any major concerns.<sup>95xxxii</sup>
- In 2013, the percent of early terminations for PCI's Treatment Readiness Program<sup>96</sup> was 13.6 percent. This percentage was lower than the average of other Level 2 prisons evaluated, and slightly higher than the DRC's average.<sup>97</sup>
- In 2013, the percentage of early terminations for PCI's Intensive Outpatient Program<sup>98</sup> was 27.6 percent, which is higher than the DRC average for Level 1 and Level 2 prisons<sup>99</sup>, and higher than DRC average for all other prisons.

<sup>91</sup> For the month of December 2013, staff reported that approximately 1,948 inmates attended AA, NA, CA, Dual Recovery Anonymous, 12-Step video, smoking cessation, marijuana education, NA How and Why, Real Talk, and AA Text.

<sup>92</sup> If inmates complete all three phases of the recovery services program, they are eligible to earn earned credit for their participation in Alcoholics Anonymous, and Narcotics Anonymous.

<sup>93</sup> During the previous 90 days, there were 159 programs scheduled and 129 held.

<sup>94</sup> Inmates who are eligible for formal recovery services programming are considered recovery services level two or three. Formal programming consists of the Treatment Readiness Program and the Intensive Outpatient Program (IOP) is facilitated by staff. Other groups like Alcoholics Anonymous and Narcotics Anonymous are often times facilitated by community volunteers, which are open to general population inmates regardless of their assessed recovery services level.

<sup>95</sup> Auditors reported that the staff needed to place an updated copy of the local drug testing policy in the Recovery Services Program Manual, and one issue was discovered regarding the awarding of earned credit to an inmate for programs he did not attend.

<sup>96</sup> The Treatment Readiness Program is a 60-hour program delivered daily for a minimum of 15 hours a week. A minimum of ten of the hours must be cognitive behavioral treatment specific. The remaining hours shall consist of ancillary services. This program incorporates the stages of change model to focus on participant motivation and readiness that will enhance treatment engagement and retention. This program is offered to Recovery Service level 2 and 3 inmates.

<sup>97</sup> According to information provided the Bureau of Recovery Services, at PCI there were 103 participants and 14 early terminations from the Treatment Readiness Program in 2013. The average termination rate among Level 1 and 2 prisons for the Treatment Readiness Program was 14 percent. The overall DRC average early termination rate was 13.5 percent.

- The percentage of early terminations for PCI's Recovery Maintenance Program<sup>100</sup> was 7.5 percent, which is lower than the comparator prison average and the DRC average.<sup>101</sup>
- The percentage of early terminations for PCI's Therapeutic Community was 42.9 percent. This is higher than the DRC average.<sup>102</sup>
- The percentage of early terminations for PCI's Residential Unit<sup>103</sup> was 42.1 percent. This is higher than the DRC average.<sup>104</sup>

## E. FOOD SERVICE

CIIC's inspection of food services<sup>105</sup> includes eating the inmate meal, and observation of the dining hall, food preparation area, and loading dock. CIIC also interviews the Food Service Director. Overall, food service was rated as **ACCEPTABLE**.

### Meal

- CIIC sampled three inmate meals.<sup>106</sup> Each of the meals were rated as good based on the quality of the main entrée and side items. However, some CIIC staff believed the portion sizes of the first meal appeared to be slightly insufficient.
- Of the inmates interviewed<sup>107</sup> by CIIC, most rated the meals as in need of improvement. While some inmates relayed concern regarding the lack of variety

<sup>98</sup> The Intensive Outpatient Program is a 180 hour program that provides treatment services delivered daily for a minimum of 15 hours a week. A minimum of ten of the hours must be cognitive behavioral treatment specific. The remaining hours will consist of ancillary services.

<sup>99</sup> At PCI there were 76 participants in treatment and 21 early terminations. According to information provided by the Bureau of Recovery Services, the DRC's average percentage of termination for this program at Level 1 and 2 prisons is 21.82 percent. The DRC overall average termination was 20.7 percent.

<sup>100</sup> Recovery services provided following the successful completion of the Recovery Services intensive Outpatient Program that consists of two 1-hour, or one 2-hour professionally facilitated group meetings per week for a total of 8 weeks (16 sessions).

<sup>101</sup> At PCI there were 80 participants and six early terminations from the Recovery Maintenance Program in 2013. According to information provided by the Bureau of Recovery Services, the average termination percentage for the DRC was 14.6 percent. The termination percentage for other Level 1 and Level 2 prisons was 14.05 percent.

<sup>102</sup> There were 240 participants and 103 early terminations from the therapeutic community. The average early termination rate for the therapeutic community was 32.4 percent.

<sup>103</sup> A residential unit delivers cognitive behavioral treatment to inmates living in a common area. Per policy, the program shall consist of three months of cognitive behavioral treatment services and two months of continuing care services.

<sup>104</sup> There were 19 participants and eight early terminations in 2013. The DRC average termination rate for the residential units was 25.2.

<sup>105</sup> DRC Food Services changed to Aramark, a private vendor, in September 2013.

<sup>106</sup> The meals were sampled on each day of the inspection. The January 27, 2014 lunch meal consisted of meatloaf patty and gravy; potatoes; spinach; fruit; two slices of wheat bread and iced white cake. The January 28, 2014 lunch meal consisted of two hotdogs; ketchup; macaroni and cheese; green beans; fruit; and two slices of white bread. The January 29, 2014 lunch meal consisted of hamburger; potatoes; creamy coleslaw; broccoli; ketchup; fruit; and two slices of white bread.

<sup>107</sup> During the inspection of the food service operations, CIIC interviewed several inmates regarding the quality of the meals served at FMC.

offered in the meals, other inmates also expressed concern regarding the size of the portions.<sup>xxxiii</sup> Survey responses were more negative<sup>108</sup> than average<sup>109</sup> inmate responses from previous inspections during the biennium. When dissatisfied, the most common reason was portion sizes.

- A review of the food service kite log<sup>110</sup> found that inmates relayed various concerns which included serving inmates with substitute food items, food temperature, and portion sizes.
- The most recent staff evaluation of the inmate meal was rated as good.<sup>111</sup>

## Dining Hall

- The tables and floor of the dining hall were clear of debris as inmate porters cleaned the area in-between meals. Inmates continued to maintain a clean area during the meal as well.
- CIIC observed some food particles and several spilled items under the serving line as inmate servers prepared the trays. Although spills and food particles under the serving line are not uncommon, an inmate porter should be present to help maintain a clean area and prevent accidents.
- Several focus group inmates relayed concerns regarding a black substance on the chow hall ceiling, which they believed was mold. As a result, inmates believed the chow hall was an unsanitary environment for eating their meals.

## Food Preparation Area

- The counters were clear of any debris or food particles. Most of the kitchen floor was clean and organized particularly the areas surrounding the appliances, and the freezer and coolers. However, CIIC observed spilled water on the floor near a kettle that was used to prepare the vegetables. The amount of water seemed excessive and needed to also be addressed by an inmate porter.
- During the inspection, two ovens were inoperable and frozen condensation was observed in the cooler. Staff relayed that a work order request was recently placed to address each issue.
- The institution passed its most recent health inspection<sup>112</sup> with four violations<sup>113</sup>. One violation was related to sanitation concerns which included finding rodent

<sup>108</sup> 81.8 percent of inmate survey respondents (n=291) indicated that they were either “unsatisfied” or “very unsatisfied” with the quality of the food.

<sup>109</sup> An average of 69.3 percent of the inmates surveyed during previous inspections were “unsatisfied or very unsatisfied” with their meals.

<sup>110</sup> Per DRC Policy 50-PAM-02 (“Inmate Communication/Weekly Rounds”), the inmate kite system is a means of two-way communication between all levels of staff and inmates. All kites are required to be answered within seven calendar days and logged on the Kite Log.

<sup>111</sup> Each DRC institution assigns one staff member, the Administrative Duty Officer (ADO), to taste and evaluate the quality of the inmate meal. The most recent evaluation of PCI lunch meal provided by staff was the lunch meal served on January 8, 2014. The items served during the January 8, 2014 meal were the same items served during the January 29, 2014 inspection.

<sup>112</sup> The most recent health inspection was conducted on January 21, 2014.

droppings in the dry storage area. However, during the inspection, staff relayed that the issue was addressed and there were no current pest issues.<sup>xxxiv</sup>

- The most recent inspection by the DRC Food Service Contract Monitor<sup>114</sup> documented concerns regarding the need for additional cleaning in the production area, ensuring proper cooling methods for meals, conducting weekly inmate surveys, and the need for additional staff training to address the concerns. During the evaluation, the DRC Contract Monitor noted that PCI had made improvements in their sanitation efforts.

### Incentive Program

- PCI offers an incentive program which enables inmate food service workers to earn an additional \$10 to \$20 per month for good performance. Inmate workers currently earn \$18 to \$24 per month and are eligible for the incentive program following their first performance evaluation which is 30 days after they are hired.<sup>115</sup>

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

## F. RECREATION

Engagement in recreational activities promotes positive physical and mental health. CIIC's evaluation of recreational facilities is based on three factors: facilities, activities, and access. Overall, recreation was rated as **IN NEED OF IMPROVEMENT**, due to the low level of inmate satisfaction with access and adherence to the schedule.

### Facilities

- Physical facilities<sup>116</sup> appeared clean. Staff relayed that there were no current maintenance concerns and that there are staff and inmates assigned to keep up the maintenance on all recreation equipment.

<sup>113</sup> The Health Department reportedly observed violations related to cleaning of equipment and utensils and facility maintenance issues which included frozen condensation in the cooler and chipped paint in the sink room.

<sup>114</sup> The most recent inspection by the Southeast Regional Contract Monitor was conducted on January 6, 2014.

<sup>115</sup> Following the first full calendar month, inmate workers shall be evaluated by the Food Service Director based on three-tier point system. Inmates who score 51-70 points (highest level) will be entered in the incentive program and will be eligible to earn an additional \$10, \$15, or \$20 per month. Inmates who score 36-50 points will be retained at their current entry level position. Inmates who score 7-35 points (lowest level) will be re-classified out of food service.

<sup>116</sup> Indoor recreation facilities consist of a gymnasium with basketball hoops, volleyball, billiards, and bleachers, a large music room, a separate weight machine area, a barber area, and use of various multipurpose spaces throughout the facility for recreation-related activities, such as art lessons. Outdoor facilities consist of a softball diamond, pickle ball courts, basketball courts, sand volleyball, a newly paved track, and pull-up/dip bar stations. Staff relayed that there are plans to renovate the softball diamond and increase the yard in the upcoming year.

## Activities

- Inmates are offered a good selection of activities for recreation, including organized sports leagues and tournaments each season.<sup>117</sup> Positively, the sports leagues are divided into levels, including some teams that are dedicated for older inmates.<sup>118</sup> Overall, the recreation department offers most of the activities permitted for Level 1 and 2 inmates, per policy.
- Positively, the recreation department facilitates several unique activities, such as a full schedule of different inmate-led aerobics classes, various musical instrument classes and institutional bands, several art classes with different mediums and skill levels, and a Biggest Loser competition, among others.<sup>119</sup>

## Access

- Staff reported that recreation and the yard are open to all inmates during the morning and afternoon hours.<sup>120</sup> It was relayed that evening hours (6:00pm-8:00pm) are split, whereby only two units are permitted to recreate each night, on a rotating schedule.<sup>121,122</sup>
- The largest number of survey respondents reported that the recreation schedule is only sometimes followed.<sup>123</sup> Negatively, only 11.4 percent of inmate respondents felt that the schedule was usually or always followed, which is far below the average reported at other institutions inspection this biennium.<sup>124</sup>

<sup>117</sup> The recreation department operates numerous organized sports leagues each season, including basketball (indoor), softball, soccer, volleyball (indoor and outdoor), pickle ball, and flag football. The recreation department also coordinates various tournaments, including corn hole, billiards, horseshoes, kickball, and handball.

<sup>118</sup> Most of the intramural sports teams are broken down into several leagues. For example, indoor basketball has an A league (highest level), a B league, a 40 and older league, and an institutional all-star team that inmates must try out for. The all-star team plays teams from the community that are invited to play at the institution.

<sup>119</sup> Positively, the recreation department scheduled ten separate events during Black History Month, including several community speakers and entertainers.

<sup>120</sup> The morning hours typically run from 6:45am until count time at 10:30am. The afternoon hours are reportedly from 12:00pm until 3:00pm.

<sup>121</sup> There are three blocks of time reserved for inmates at the Frazier Health Center weekly.

<sup>122</sup> During CIIC's previous inspection of PCI, a top area of concern from inmates was frequent closure of recreation due to staff being pulled to conduct medical roundtrips. Recreation staff relayed that, although recreation is still occasionally closed for this reason, that there has been overall improvement in this area. Reportedly there have recently been issues with recreation opening late due to delays in the chow hall schedule.

<sup>123</sup> CIIC's survey of inmates (n=290) found that only 11.4 percent reported that the recreation schedule is usually or always following, 48.3 percent of respondents reported that it is only sometimes followed, and 40.3 reported that it is rarely or never followed.

<sup>124</sup> For purposes of comparison, an average of 38.5 percent of inmates surveyed at other institutions this biennium reported that the schedule is usually/always followed.

- Negatively, inmates reported very low satisfaction levels with access to recreation.<sup>125</sup> A large majority of inmates reported that they were either unsatisfied or very unsatisfied with access to recreation, which is significantly lower than the average reported at other institutions inspected during the current biennium.<sup>126</sup>
- Overall, focus group participants echoed concerns similar to those found in the inmate survey results. Inmates felt that the schedule does not run on time, which they believed was most related to delays in inmate meals. They also did not like the split recreation schedule in the evenings, particularly for inmates that work in OPI or for those attending school, as this reportedly often resulted in them receiving very few recreation sessions each week.

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<sup>125</sup> CIIC's survey of inmates (n=290) found that only 0.7 percent were very satisfied, 12.4 percent were satisfied, 24.8 percent were neutral, 30.3 percent were unsatisfied, and 31.7 percent were very unsatisfied with access to recreation.

<sup>126</sup> For purposes of comparison, an average of 40.0 percent of inmates surveyed at all institutions inspected thus far during the current biennium reported being unsatisfied or very unsatisfied with access to recreation.

**HEALTH AND WELL BEING RECOMMENDATIONS**

- Ensure that C1 and D1 renovation and maintenance needs are appropriately addressed.
- Ensure that the number of no-shows for chronic care appointments is reduced.
- Consider strategies to reduce the wait time for doctor sick call appointments once inmates arrive at the infirmary.
- Consider strategies to increase the number of staff in the mental health department to ensure appropriate coverage.
- Ensure prioritization of inmates on the caseload for mental health treatment programs and services.
- Consider strategies to reduce early terminations in their recovery services programming.
- Ensure inmate food service workers and porters maintain a clean work area near the serving line and in the food preparation area of the kitchen.
- Ensure all areas of the food service operations are properly cleaned and sanitized, including addressing the reported black substance on the ceiling of the chow hall.
- Conduct weekly inmate surveys to encourage feedback regarding the meals and the food service operations.
- Develop strategies to improve the low level of inmate satisfaction with access to recreation, which could include conducting an evaluation of potential barriers that may be negatively impacting adherence to the recreation schedule.

#### 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 **IN NEED OF IMPROVEMENT**.

- Three of four inmate focus groups relayed significant concerns regarding staff/inmate interactions, particularly regarding officers' inappropriate language and the demeaning manner in which they address inmates.<sup>127</sup> Almost all participants felt that officers harass or try to intimidate inmates by threatening to send them to segregation. Inmates also relayed a number of concerns regarding institutional operations and consistency.<sup>128</sup>
- Out of 294 completed surveys, over 100 inmates specifically identified issues with staff (most referred to how staff treated inmates, failures in staff accountability, and inconsistency in staff rules) as the one change that they would like to make at the facility. These survey responses were some of the most negative that have been seen in this biennium. (For more information regarding the survey responses, please see the Appendix.)
- Staff/inmate interactions were also a concern in the last full CIIC inspection of PCI.
- A low percentage of survey respondents reported that housing unit officers are responsive to their needs, professional, and fulfilling job duties.<sup>129</sup>
- Very low percentages of inmate survey respondents reported feeling that their Case Manager or Unit Manager was helpful.<sup>130</sup>

<sup>127</sup> Most focus group participants relayed that they actively try to stay out of the way of officers because they regularly try to provoke inmates. Inmates collectively felt that many of the officers bring their personal problems into the workplace, which results in poor inmate/staff interactions.

<sup>128</sup> Focus group inmates relayed concerns regarding a new policy prohibiting talking in the chow hall, which reportedly is being enforced inconsistently and more aggressively than originally intended. Inmates felt that some staff are enforcing the rule too harshly as a zero tolerance policy. They relayed that their peers have been asked to leave the chow hall, without receiving a meal for any talking. They felt that the way it is being enforced is creating a high level of tension during meals.

<sup>129</sup> 44.0 percent, 38.4 percent, and 45.9 percent, respectively (n=282, 279, 281). In comparison, at LOCI, 61.8 percent, 55.3 percent, and 64.8 percent, respectively; at FMC Zone B, 76.9, 64.0, and 72.5 percent, respectively; at LAECI, 40.7 percent, 31.4 percent, and 40.0 percent. Surveys at prior inspections of comparator prisons did not include this question.

<sup>130</sup> Only 35.5 percent of total respondents (n=276) reported feeling that their Case Manager was helpful. Only 37.2 percent of total respondents (n=266) reported feeling that their Unit Manager was helpful. In comparison, at LOCI, 55.0 percent and 41.4 percent, respectively; MACI, 50.8 (Zone A) and 53.5 (Zone B) for the Case Manager, 34.4 (Zone A) and 55.3 (Zone B) for the Unit Manager; BECI, 55.9 (Case Manager) and 49.5 (Unit Manager); and LAECI, 48.8 (Case Manager) and 37.2 (Unit Manager).



- The Inspector does not calculate the staff who are most frequently the subject of inmate complaints, which is not required, but is a best practice at some institutions.
- An average percentage of inmates reported that they had been harassed, threatened, or abused by staff at the institution,<sup>131</sup> with the most common incidents involving feeling threatened or intimidated, insulting remarks, or having their commissary taken.
- Potentially positive, grievances against staff actions decreased by 42.2 percent from CY 2012 to CY 2013.<sup>132</sup>

## B. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC's evaluation of the inmate grievance procedure<sup>133</sup> includes a review of a random sample of informal complaints and grievances, inmate survey responses, and data analysis. Overall, CIIC rates the inmate grievance procedure as **IN NEED OF IMPROVEMENT**.

### Access

- Inmate survey responses indicate a slightly lower percentage of inmates reported having access to informal complaints.<sup>134</sup>
- A slightly higher percentage of inmate respondents reported that they had felt prevented from using the grievance procedure at some point.<sup>135</sup>
- For inmates who had not used the grievance procedure, the top two reasons reported were "staff retaliation" and the "grievance procedure does not work."
- A lower percentage of inmates reported knowing who the Inspector was.<sup>136</sup> The Inspector documented few rounds in the housing units. However, the Inspector regularly holds open office hours, providing ease of access to her office.

<sup>131</sup> 51.0 percent of total respondents (n=290) reported that they had been harassed, threatened, or abused by staff at PCI. In comparison, for the medium security institutions that have been evaluated in this biennium, at LOCI, 52.0 percent of total respondents; at MACI, 68.9 percent of Zone A survey respondents and 58.4 percent of Zone B respondents responded the same; 48.9 percent of BECI compound respondents; 48.0 percent of LAECI respondents.

<sup>132</sup> It is unclear whether this is positive or negative. The decrease could indicate fewer inmate complaints; however, given the high percentage of inmates reporting distrust in the grievance procedure, the decrease may also stem from lack of trust in the system.

<sup>133</sup> Pursuant to Section 103.73 of the Ohio Revised Code, the CIIC is required to evaluate the inmate grievance procedure at each state correctional institution. The inmate grievance procedure is a three-step process by which inmates can document and report concerns to multiple levels of DRC staff. For more information on the inmate grievance procedure, please see the Glossary at the back of the report.

<sup>134</sup> 69.1 percent of inmate respondents (n=282) reported having access to informal complaints. This percentage was significantly lower than those reporting access to kites or health service request forms.

<sup>135</sup> 43.2 percent of inmate respondents (n=292). In comparison, at LOCI, 38.8 percent; at LAECI, 37.0 percent; at FMC Zone B, 26.9 percent; at BECI (compound), 35.1 percent.

<sup>136</sup> 34.5 percent of total respondents (n=293). In comparison, at LOCI, 54.2 percent.

## Informal Complaints

- In CY 2013, the facility reported receiving 1,271 informal complaints resolutions (ICRs), an 8.7 percent increase from CY 2012.
- Of the total, 7.6 percent did not have a documented response, which is higher than average.<sup>137</sup> Of those that did receive a response, 17.8 percent were outside of the seven day timeframe mandated by DRC administrative rule, which is high.<sup>138</sup> The non-response rate remains unchanged, although the untimely response rate has decreased since 2012.<sup>139</sup> CIIC's review of ICR responses indicates that several of the non-responses are due to staff failure to respond to a particular handful of inmates.<sup>140</sup>
- CIIC's review of a random sample of 20 ICR responses indicated that staff are generally responsive to inmate concerns and professional in their responses. However, four of the 20 responses were redirects to other staff, and another two informal complaints were regarding non-grievable issues.<sup>141</sup> Two of the medical-related responses did not indicate that medical staff met with the inmate, per DRC policy.
- An average percentage of inmate survey respondents reported feeling that informal complaints are dealt with fairly at the institution.<sup>142</sup>

## Grievances

- In CY 2013, there were 112 grievances filed at PCI, which is a 14.5 percent decrease from CY 2012.<sup>143</sup> All but one pending grievance were completed.
- The total number of inmates who filed a grievance during the year decreased from CY 2012 to CY 2013;<sup>144</sup> the total number of grievances filed by a single individual remains low.<sup>145</sup>
- Of the total dispositions in 2013, 78.5 percent were denied and 21.5 percent were granted.<sup>146</sup> The granted rate is higher than average.<sup>147</sup> The top three categories with the most grievances were Health Care with 36, Personal Property

<sup>137</sup> Although 2013 data is not yet available, the average rate of non-response to ICRs in the DRC was three percent in 2012.

<sup>138</sup> The average rate of untimely responses to ICRs in the DRC was 14.4 percent in 2012.

<sup>139</sup> In CY 2012, the untimely response rate was 26.3 percent.

<sup>140</sup> One inmate is known as a "frequent filer" and it was relayed that staff have stopped responding to his informal complaints. At the time, the inmate was in the process of being placed on grievance restriction.

<sup>141</sup> This may indicate that inmates are not fully informed or understanding on how to properly utilize the grievance procedure.

<sup>142</sup> 9.9 percent of inmate respondents (n=192).

<sup>143</sup> In CY 2012, 131 grievances were filed at PCI.

<sup>144</sup> The total number of inmates who filed more than one grievance decreased from 97 to 78 from CY 2012 to 2013.

<sup>145</sup> In CY 2013, the highest number of grievances filed by a single inmate was only six.

<sup>146</sup> This does not include the five grievances withdrawn by the inmate and the one pending disposition.

<sup>147</sup> Although 2013 data is not yet available, excluding grievances that were withdrawn by the inmate or pending disposition at the close of the calendar year, 15.4 percent of grievances were granted across the DRC in 2012.

with 36, and Staff Accountability with 20. The largest decreases from CY 2012 were in Personal Property and Staff Accountability.

- Inspectors are expected to dispose of grievances within 14 days to ensure timely response to inmates' concerns. In 2013, 12 grievances (11.2 percent) were reportedly extended beyond the applicable timeframe.
- CIIC's review of a random sample of ten grievance dispositions indicated that the Inspector is thorough in her responses to grievances, including interviewing relevant staff, reviewing appropriate evidence, and providing explanations to inmates.
- An average percentage of inmates reported that grievances were dealt with fairly at the institution.<sup>148</sup>

### C. INMATE DISCIPLINE

CIIC's evaluation of inmate discipline<sup>149</sup> includes observation of Rules Infraction Board (RIB) hearings and a review of a random sample of closed RIB cases. Overall, CIIC rates inmate discipline as **ACCEPTABLE**.

- Overall, CIIC staff felt that the inmate disciplinary process was fair.
- Basic RIB hearing procedures appeared to be followed.<sup>150</sup> In addition, the RIB panel ensured that the inmate rights form was correctly completed, that the inmate did not need assistance, and that the inmate had received a copy of the conduct report prior to the hearing. The panel confirmed the inmate's statement with the inmate; however, the RIB panel did not inform the inmate of what he was signing.
- CIIC's review of closed cases indicated that staff are diligent in ensuring that appropriate documentation is completed.<sup>151</sup> However, multiple hearings were untimely with no indication of the reason for the extension.<sup>152</sup>
- Sanctions were not excessive for the rule violations; however, placement in segregation appeared longer than a similar rule violation would have received at another institution.<sup>153</sup>

<sup>148</sup> 9.8 percent of inmate respondents (n=1).

<sup>149</sup> Inmates charged with a rule infraction are given a conduct report (also known as a ticket). All conduct reports are first heard by a hearing officer; if the offense is a minor offense, the hearing officer may dispose of it himself. More serious offenses must be referred to the RIB, which is a two-person panel that conducts a formal hearing, including witness testimony and evidence.

<sup>150</sup> CIIC found that the RIB panel spoke clearly and communicated professionally with the inmate, read the conduct report, consulted evidence, deliberated regarding both the evidence and the sanctions, and asked the inmate if he would like to appeal.

<sup>151</sup> CIIC reviewed 20 closed RIB cases.

<sup>152</sup> The RIB hearing must be held within seven days of the date of the conduct report, per DRC policy. However, extensions are allowable, so long as the reason for the extension is noted in the disposition or audio recording of the hearing.

<sup>153</sup> For example, one inmate spent ten days in segregation for refusing to push a food cart. One inmate received fifteen days in segregation for telling an officer to "f\*ck off" after the officer told the inmate to "shut up." This is not to condone inmate misbehavior, disrespect, or refusal of direct orders. However, most institutions would not place the inmate in segregation for these offenses due to a lack of segregation space.

## D. SEGREGATION

CIIC's evaluation of segregation consists of an observation of the unit and evaluation of the population. CIIC rates segregation as **IN NEED OF IMPROVEMENT**, due to the unnecessary overcrowding of segregation.

### Conditions

- Of primary concern in the segregation unit,<sup>154</sup> almost all cells were triple-bunked and several had four inmates in a cell, which is rare in the DRC and potentially creates a security concern. In addition, the institution was using its infirmary beds for overflow disciplinary beds. CIIC acknowledges that housing multiple inmates in a cell may be necessary in exigent circumstances; however, in this case, the overcrowding appears to be due to lack of effective supervision of segregation placements and hearings.<sup>155</sup>
- Segregation log sheets were not all up-to-date for cell cleaning. Inmates stated that the second shift segregation officers do not consistently offer recreation or cell cleaning per DRC policy.<sup>156</sup>

Positively,

- The unit was rated good for cleanliness of both cells and hallways. Despite the overcrowding of the cells, there was minimal inmate clutter in the cells and cell security issues were minimal.<sup>157</sup>
- Other than the above issues regarding cell cleaning and being offered sufficient recreation, the only concern that inmates relayed regarding the unit itself was that the temperature in the cells was cold; however, this was only in select cells.
- There is one telephone located in the main area outside of the cell ranges. Staff relayed that inmates are permitted one phone call every 30 days if they demonstrate good behavior.
- Staff relayed that there were no maintenance issues on the day of the inspection. Staff further relayed that any maintenance concerns are handled "very quickly."
- There are four outdoor recreation pods, which had basketball hoops, but not the standard equipment for pull-ups, dips, and other exercises. There are also three indoor recreation pods, which did have the standard equipment. However, there

<sup>154</sup> Segregation consists of one unit with three separate, single-tiered ranges (100, 200, and 300 ranges).

<sup>155</sup> As discussed in the Inmate Discipline section, PCI has a systemic issue with conducting RIB hearings in a timely manner, and also places inmates in segregation for rule violations that would not warrant segregation placement at other institutions. In addition, in one case, an inmate was placed in segregation for two months under investigation for a fight. In another case, an inmate was placed in segregation under investigation for his report of a use of force incident, in which the officer in question grabbed his hand. These are only a handful of examples, but they demonstrate a larger problem.

<sup>156</sup> In a review of the segregation log book, one entry stated that segregation staff could not hand out razors that day due to having too many duties.

<sup>157</sup> Cell security issues include blocking the cell door windows and cell windows, hanging clotheslines, excessive graffiti, and blocking the lock and cuffport.

are a number of wheelchair-bound inmates in segregation, one of whom raised a concern regarding access to recreation.

### Segregation Population

- Staff provided a segregation tracking mechanism (segregation roster).
- On the day of the inspection, there were 132 total inmates in segregation, or 6.1 percent of the total population.
- Of the total inmates in segregation, 57.6 percent had been in segregation for more than one month; 15.9 percent inmates had been in segregation for more than three months. This is slightly higher than comparator prisons.<sup>158</sup>
- Of the total, 53.8 percent were classified as on Local Control,<sup>159</sup> 32.6 percent on Security Control (including 11 inmates under investigation), 12.9 percent on Disciplinary Control, and one inmate on Constant Watch.<sup>160</sup> This is a good distribution.
- Of the total segregation population, 63.6 percent were classified as white and 35.6 percent were classified as black, and one inmate was Native American. This is in line with the institutional demographics.<sup>161</sup>
- Of the 11 inmates under investigation, nine had been in segregation over a week, which is high. As discussed above, the failure to timely conclude investigations may have a contributing effect to the overcrowding.
- Of the total segregation population, 22.9 percent were on the mental health caseload. This is within an acceptable range of the overall institutional demographics.

### Programming/Access to Staff

- Segregation inmates have access to library materials upon request using a kite and also through books that are available on the unit. However, the collection of books on the segregation unit was in poor condition.
- Mental health staff make rounds several times per week. The chaplain also makes rounds a couple times per month.

<sup>158</sup> In comparison, at LOCI, 48.4 percent more than one month, 20.4 percent more than three months. For MACI, 27.3 percent more than one month, 13.6 percent more than three months; for BECI, 52.8 percent more than one month, 12.2 percent more than three months; for LAECI, 31.5 percent more than one month, 3.3 percent more than three months. [CIIC has not yet evaluated all medium security prisons.]

<sup>159</sup> Security Control, Disciplinary Control, and Local Control are different designations for inmate placement in segregation. An inmate is placed on Security Control pending an investigation, an RIB hearing, or a transfer. The RIB can assign an inmate Disciplinary Control time based on a guilty finding for a rule violation; Disciplinary Control time cannot be more than 15 days for a single rule violation. 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.

<sup>160</sup> In comparison, at LOCI, 49.5 percent were classified as on Security Control status (including 20 inmates under investigation), 5.4 percent as Disciplinary Control, and 45.2 percent as on Local Control.

<sup>161</sup> As of the inspection, 63.0 percent of the total institutional population was classified as white; 35.8 percent was classified as black.

## **FAIR TREATMENT RECOMMENDATIONS**

- Develop strategies to address the reported negative inmate/staff interactions, which could include tracking staff who most frequently appear in inmate complaints, additional training on interpersonal communication, and greater discipline.
- Ensure that staff respond timely to all informal complaints.
- Consider evaluating the negative perceptions of the grievance procedure, particularly in regard to perceived staff retaliation.
- Ensure that the RIB panel hears cases in a timely manner and informs inmates of what they are signing.
- Evaluate the need for placement of four inmates in a segregation cell and strongly consider eliminating the practice. Conduct an evaluation of inmates in segregation to determine whether placement is appropriate. Ensure that investigations are completed timely.
- Ensure that staff are offering segregation privileges in line with DRC policy.
- Consider creating opportunities for wheelchair-bound inmates in segregation to access recreation.

## 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 **EXCEPTIONAL**.

- PCI currently provides over 150 different programs, educational opportunities, meaningful activities, group, or individualized (one-on-one) options for inmate participation.<sup>162</sup>

<sup>162</sup>PCI staff provided information regarding programs and activities, revealing the following categories and approximate number of options:

- Academic Education (9): Literacy, ABLE, Pre-GED, GED, High School, Special Education, Title I, Youthful Transitional Program (YTP), Career Enhancement
- Career-Tech/Vocational (2): Administrative Office Technology (AOT) and Commercial Driver License (CDL)
- Apprenticeships (20): Animal Trainer through 4 Paws and Pilot Dog, Alteration Tailor, Auto Mechanic, Cook, Electrician, Farm Equipment Mechanic, Heating and Air Conditioning, Janitor, Landscape Management, Maintenance Repair Worker, Material Coordinator, Meat Cutter, OPI Bindery, OPI Press Operator, Health Care Sanitation Tech, Painter, Plumbing, Welder, Wastewater Treatment Tech.
- Advanced Job Training (AJT) through Sinclair Community College (42): Summer Semester 2013 provided access to 24 courses, Fall Semester 2013 provided access to 28 courses, and Spring Semester 2014 will provide access to 32 courses, with a few of these courses offered in multiple sections to accommodate the demand, bringing the total to 37. Fall 2013 enrollment was 156 inmates and Spring 2014 enrollment is 163 inmates.
- Entrepreneurship program (1)
- Unit Core Programs (12): Thinking for Change, Money Smart, Alpha, Cage Your Rage, Inside Out Dads, OIC Clark County, P.R.O.V.E., Responsible Family Life Skills, Roots to Success, T.O.U.C.H. Grant Program, Victim Awareness, and Victim Awareness Alumni.
- Unit Workshops (12): APA, BMV, Child Support, COWIC, Current Events, Employment Readiness, Entrepreneurial Leadership, How to Get Along with Difficult People, RIDGE Project – Couples Communication, RIDGE Project – Tyro Dads, UMADOP, and Veterans.
- Unit Pro-Social Activities (7): Anger Management, Carey Guides, Criminal and Addictive Thinking, Gavel Club, Kairos – Prayer and Share, Leadership, and Sewing Class.
- Recreation (numerous, recent schedule offered a minimum of 10 options): Examples of recreation programs include movies, flag football, workout options, sports tournaments, sports leagues, yoga, open gym, wheelchair gym recreation, and music room activities. During February, numerous Black history activities were added to the recreation schedule.
- Recovery Services (12): TRP/IOP CPC, My Brother's Keeper, 12-Step AODE Video, AA Lead meeting, Real Talk meeting, CA/NA Lead meeting, DRA, Smoking Cessation, Marijuana Education, AA Text Study meeting, NA How and Why meeting, and Continuing Care.
- Religious Service's programs (15) include the Services for Catholic, Islamic, Jehovah Witness, Protestant and Native American faiths; Religious Studies that include Bible Study, Taleem, Torah, Catechism, Bible College, Alpha, Kairos, American Turkish, Spanish Protestant, and Marriage Works.
- Mental Health Services: Unknown number of mental health services are available to PCI inmates.

- PCI operates four OPI shops: print, meat cutting, beverage processing, and warehouse, which collectively employ over 150 inmates.
- PCI offers 20 apprenticeships and currently engages 62 inmates as apprentices, for a 47.6 percent increase from FY2012 to FY2013. The number of inmates in apprenticeships is higher than both the comparator prison and DRC averages for FY 2013.
- Eight units at PCI reportedly have specialized program missions.<sup>163</sup>
- There are a good number of unit options for PCI inmates, including 12 unit core programs, 12 unit workshops, and seven unit pro-social activities.
- Inmates are provided with a good selection of recreational activities; however, inmates reported low satisfaction with access to recreation and adherence to the recreation schedule.
- Religious Services programs for October through December 2013, were supported by 41 volunteers, and a total of 2,567 inmates participated in religious services and programs.
- PCI offers two inmate-led groups.<sup>164</sup>
- 30.6 percent of inmate survey respondents (n=294) identified programs as the one positive aspect of the institution; and only 7.1 percent of inmate survey respondents (n=294) identified programs or program-related issues as the one change that they would most like to see at PCI.<sup>165</sup>
- Negatively, total PCI academic enrollment decreased from FY 2012 to FY 2013 by 11.4 percent.
- Also negatively, PCI inmates completed fewer community service hours than the comparator prison average, although more than the DRC average.<sup>166</sup>

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- Inmate-led Groups and Organizations (2): Reflections, and Roots to Success.
  - Individualized One-on-One Services [emphasizing rehabilitation and reentry] (1): Carey Guides provide one-on-one individualized rehabilitation services that target individual needs and are delivered directly to inmates, including those in segregation, by trained staff.
  - PCI Community Service programs (6) include Pilot Dogs, Crayons to Computers, Hats for Humanity, Mineral Rock Kits for schools, For-Cause Dog Program for special needs children, and De-manufacturing of Electronics and Computer Hardware (Recycle Lady).
  - PCI OPI shops (4) currently at PCI include the print shop, beverage processing, meat cutting, and warehouse operations.

<sup>163</sup>PCI units with special missions include A1 and A2 as Reintegration Units and Post Release Control (PRC)-Sanctioned Violators, B1 as a medical unit, B2 as a Literacy (Education) unit, and dog program unit, C1 as the 35-and-older dorm, C2 as the OASIS (a therapeutic community [TC] plus the Intensive Prison Program or [IPP] program), D2 as a Reintegration Unit, and the Frazier Health Center as a medical long term unit.

<sup>164</sup>Inmate-led groups offer advantages of being short-term programs (Reflections is a ten-week program) so that more inmates may participate throughout the year, function predominantly without staff involvement, facilitated by other inmates relieving some program burdens from staff, enable inmates to receive Certificates of Completion, and offer opportunities for inmates to mentor each other and grow and develop in personal and social ways, making inmates better prepared for a successful reentry.

<sup>165</sup>90 survey respondents (n=294) indicated programs as the best aspect of PCI, and 21 survey respondents (n=294) relayed that programs were the one thing that needed to be changed.

<sup>166</sup>PCI total community service hours YTD September 2013 are 142,423 hours, which is 11.1 percent lower than the comparator prison (L1/2) average of 160,165 hours for YTD September 2013, and 18.0 percent higher than the DRC average of 120,651 hours for YTD September 2013.



## 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 quality of educational programming as **GOOD**.

### Access

- Apprenticeship enrollment increased by 47.6 percent from FY 2012 to FY 2013.
- PCI reportedly has maintained a GED Fast Track program.
- PCI is implementing plans to increase access to the CAIL lab and GED practice by installing two additional computers/workstations in the main library and linking these two computers to the CAIL lab server, to give inmates access to GED practice software loaded on the CAIL lab computers during evenings when the library is open.<sup>xxxv</sup>
- PCI's rate of academically waitlisted inmates increased by 24.4 percent from FY 2012 to FY 2013.<sup>167</sup> The waitlist is higher than both the comparator prison and DRC averages.<sup>168</sup>
- Total PCI academic enrollment decreased from FY 2012 to FY 2013 by 11.4 percent.<sup>169</sup> However, PCI has developed strategies to increase enrollment.<sup>170</sup>
- A Spanish immersion educational program offers ABE classes to inmates who study grammar lessons with an emphasis on English vocabulary and written expression.<sup>171,xxxvi</sup>
- PCI enrolled 156 students in 24 courses in the fall 2013 semester and 163 students in 28 courses in the spring 2014 semester into college-level (Advanced Job Training or AJT) classes through the Sinclair Community College contract with the DRC.<sup>172</sup>

<sup>167</sup>PCI posted a FY 2012 per capita rate of academically waitlisted inmates of 52.5 percent of enrolled students or 525 per 1,000 enrolled inmates; and posted a FY 2013 per capita rate of 65.3 percent of enrolled inmates or 653 per 1,000 enrolled inmates.

<sup>168</sup>PCI posted an academic waitlist rate of 65.3 percent of the number enrolled or 653 per 1,000 enrolled inmates, while the comparator prisons' waitlist average was 41.1 percent of the number of students enrolled or 411 per 1,000 enrolled inmates, and the DRC waitlist average was 41.2 percent of the number enrolled or 412 per 1,000 enrolled inmates.

<sup>169</sup>Total PCI academic enrollment for FY 2012 was 579 inmates, and decreased for FY 2013 to 519 academically enrolled inmates.

<sup>170</sup>PCI reportedly has increased access to education by increasing the number of class sessions a day from four to five to increase access and opportunities for all eligible inmates to go to school. With the emphasis on helping inmates prepare for a new GED and computerized GED testing in 2014, the Education Needs Assessment report for 2013 indicated the increase in class sessions was implemented.

<sup>171</sup>This growing ESL population meets five days a week for round-table educational meeting for approximately two hours. A bilingual tutor who has a certified CEA-Tutor Certificate assists the students in preparation for the content of more advanced studies in Pre-GED and GED.

<sup>172</sup>Costs to offer college-level programs, known as Advanced Job Training, are held down by delivering some of the classes through video conferencing technology, which also enables access to a larger number of individuals in multiple locations, in essence bringing more students into the virtual classroom. than would be cost effective to send one instructor to multiple classrooms in multiple locations. AJT

## Outcome Measures

- From FY 2012 to FY 2013, the total number of GEDs earned at PCI increased by 45.7 percent.<sup>173</sup>
- PCI increased the number of GED tests given to students by 11.6 percent from FY 2012 to FY 2013.<sup>174</sup>
- PCI's percentage of GEDs passed compared to GED tests taken increased by 17.7 percent from FY 2012 to FY 2013.<sup>175</sup> PCI rate of GED achievement for FY 2013 was fourth highest among all DRC institutions.<sup>176</sup>
- Negatively, PCI's rate of academic certificates given (earned) decreased by 13.6 percent from FY 2012 to FY 2013.<sup>177</sup> The rate of academic certificates earned was lower than both the comparator prison and DRC averages.<sup>178</sup>

## On-Site Observation

- Observations of an academic classroom revealed students actively engaged in individualized instruction using workbooks and paper-based materials. Instruction was delivered on an individual basis from the teacher as students prepared for a future GED exam. Trained inmate tutors assist with instruction.
- Academic students are offered blocks of time to access the CAIL computer lab so that they may independently complete computer-aided instruction at their own pace as preparation for using the computer for the GED program.<sup>179</sup>
- A commercial driver vocational classroom revealed a ratio of three students to one teacher. Students were reviewing content needed for a Commercial Driver License (CDL), which may lead to employment as a truck driver. The course

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teachers are not paid from the DRC budget. AJT programs and courses are instrumental in improving inmates' ability to acquire employment at release.

<sup>173</sup>PCI awarded 70 GEDs in FY 2012 and 102 GEDs in FY 2013.

<sup>174</sup>PCI administered 121 GED tests in FY 2012 and administered 135 GED tests in FY 2013, for an increase of 11.6 percent in tests given.

<sup>175</sup>PCI percentage of GEDs passed in FY 2012 was 57.9 percent, and increased to 75.6 percent in FY 2013.

<sup>176</sup>The number of GEDs achieved includes those awarded to students in the GED program and also to students who passed the test without GED student status.

<sup>177</sup>PCI rate of academic certificates given (earned) for FY 2013 was 218 per 1,000 enrollees or 21.8 percent of enrollees, which represents a decrease from FY 2012 with 354 per 1,000 enrollees or 35.4 percent of enrollees.

<sup>178</sup>While the FY 2013 PCI rate of academic certificates given was 218 per 1,000 enrollees, the PCI rate was lower than the comparator prison average rate of 315 per 1,000 enrollees and lower than the DRC average rate of 304 per 1,000 enrollees.

<sup>179</sup>PCI academic instruction is now weighted toward preparing inmate students with the skills and knowledge that they will need to take the GED test on computers, beginning in 2014, rather than the former paper and pencil test. The revised GED test will reportedly place much more emphasis on algebraic expressions and informational text. The language arts section of the test will require higher-order thinking skills like comparing and summarizing essays with differing perspectives on the same subject, interpreting a classical document such as the Declaration of Independence, and applying reasoning and analysis to the student's understanding of prose. Of particular concern among teachers and inmates is that not all inmates are computer literate.

includes the use of a new interactive driving simulator, which replicates the cab of a truck, including a steering wheel and column, seat, and dashboard panel.<sup>180</sup>

- A vocational administrative office technology class meets in a classroom dedicated for that course, which is equipped with 20 computers. The class is reportedly always filled, with consistent 100 percent attendance. AOT completers receive a Certificate of Completion and a reportedly valuable personalized portfolio showcasing their computer skills in Microsoft Word, Excel, Access, and PowerPoint.
- PCI has invested in training a good number of inmates to work as inmate tutors, currently maintaining 63 trained inmate tutors.<sup>xxxvii</sup>
- Lesson plans were written to include references to broad goals, standards, benchmarks, and competencies, materials, objectives written as behavior/skills-based abilities, activities, and evaluations or assessments.<sup>181</sup> Student Goal Agreements included references to general goals. Signatures and dates of goals were documented quarterly as required.<sup>182</sup>

### C. LIBRARY

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

#### Facilities

- The PCI library was very clean and inviting, and it appears to be one of the largest of the DRC libraries in square footage.
- PCI's Reentry Resource Center occupies a portion of wall space and consists of the two policy-required computers and a table top work space.
- PCI main library offers very good visibility of nearly all corners and parts of the library, with the only partially blind area in the law section.

<sup>180</sup>CDL has, in its pioneer group, graduated two of the three students, who passed the CDL written test administered by the BMV. The CDL truck simulator represents a state-of-art instructional tool, and provides access to additional hours of training prior to placing students into an actual truck. CDL program has reportedly been made possible through the support of the Bureau of Motor Vehicles (BMV), and partial funding from the RIDGE Project and the Ohio Department of Jobs and Family Services (ODJFS).

<sup>181</sup>Generally, career-technology lesson plans tend to be more specific and skill-based in describing the activities and tasks that the students will demonstrate. However, all lesson plans should incorporate detailed descriptions of the specific tasks that students will complete, and should be written as observable tasks with measurable achievement indicators, such 'Student will complete exercise with minimum of 80 percent accuracy.'

<sup>182</sup>For the PCI goal agreements reviewed, student goals were minimal and only included one broad goal. In some cases, multiple goals may need to be considered to enrich or intensify the engagement of a student in his own progress.

## Access

- PCI library initiatives to increase access include placement of computers and materials in both Frazier Medical Center and in unit B1 in addition to the main library. The main library includes 14 computers, of which five are for legal work, two are Reentry Resource Center computers, and seven are for general use. Two legal computers are in unit B1, where wheelchair inmates reside, and one legal computer is kept in the Frazier Medical Center.
- A television monitor, VCR, and DVD player allows viewing of more than 350 videos, approved for inmate viewing, within the main library.
- Approximately 70 inmates, with an equal number of chairs, may use the library at one time.<sup>183</sup>
- Access to the main library includes two evenings each week and several hours on both Saturdays and Sundays each weekend.<sup>184</sup>
- Inmates in the Frazier Medical Center who are determined to be legally blind have access to 30 new digital books on tape using specialized machines from the Cleveland Public Library.
- PCI library maintains subscriptions to approximately 35 magazines and journals.
- PCI library subscribes to approximately 25 newspapers, which encourages access to local communities. The Dayton newspaper is provided electronically.
- PCI library currently holds a collection of 26,907 materials for circulation, which is significantly larger than the comparator prison average and significantly larger than the DRC average during a recent six-month period.<sup>185</sup>
- According to the most recent data available, PCI rate of materials of 12.4 materials per inmate is significantly higher than the comparator prison average of 8.9 and the DRC average of 9.5 materials per inmate.
- PCI library maintains a collection of more than 400 titles related to job and career types and searches, employment skills, business, reentry topics, and companies.<sup>186</sup>
- Two computers are maintained in the Reentry Resource Center and are dedicated to reentry work. The center is functional, with the Ohio Career Information System (OCIS) software and Ohio Means Jobs website accessible to inmates, who may use the information in searching for employment.<sup>187</sup>

<sup>183</sup>Upon reaching capacity, inmates are permitted library admittance on a one-in and one-out basis.

<sup>184</sup>PCI library hours for the July through December 2012 period were minimally fewer than the average hours of comparator prisons and the DRC average. PCI posted 178.8 as a monthly average for hours of operation, while comparator prisons posted a monthly average of 192.0 hours and the DRC average was 180.6 hours per month.

<sup>185</sup>For the six-month period of July through December 2012, the average number of materials in L1/L2 comparator prisons was 17,616 and the DRC average was 14,267 materials, while the PCI six-month average was 26,820 materials.

<sup>186</sup>At inspection, there were more than 400 titles shelved in the 645.0 through 649.0 DDS range. An additional unknown number of similar materials were currently checked out by inmates.

<sup>187</sup>In addition to software applications loaded on the two required reentry computers, M.U.S.C.L.E. sheets with necessary county information are provided through the Reentry Resource Center. PCI staff indicated that a recent concern about outdated information on the M.U.S.C.L.E. sheets has been less a problem as the sheets are more frequently updated at the county level.

## D. OHIO PENAL INDUSTRIES

Penal industries are found within state and federal correctional institutions across the United States as opportunities for inmates to acquire job-related skills that will give them meaningful activity, increase their marketability for employment at release, and provide a product or service that may be used or needed by the prison system, other state agencies or governmental entities, or by firms within the private sector. CIIC rates the OPI shop and operations as **EXCEPTIONAL**.

- PCI OPI shops include a print shop, meat cutting, beverage processing, and the OPI warehouse. Together, the shops employ a very high number of inmates, which is exemplary.
- The OPI print shop currently employs 60 inmates, with 40 on waitlist, and engages three inmates in apprenticeships.
- The OPI meat cutting shop currently employs 79 inmates, with 35 on waitlist, and engaged 42 inmates in meat-cutter apprenticeships and two janitor porter apprenticeships.
- OPI beverage processing shop currently employs 18 inmates, with no inmates on waitlist, and has no apprenticeships.
- OPI warehouse currently employs eight inmates.<sup>188</sup>
- All PCI OPI shops were profitable in FY 2013.<sup>189</sup> Gains in FY 2013 revenue for three of the OPI shops include a print shop gain of \$63,239, a beverage shop gain of \$890,576, and a meat processing gain of \$2,100,530.<sup>xxxviii</sup>

## E. REENTRY PLANNING

CIIC's evaluation of reentry planning<sup>190</sup> includes interviews of staff,<sup>191</sup> focus groups of inmates,<sup>192</sup> a document review, and inmate survey responses, including a sub-group of inmates who are within thirty days of release. Overall, CIIC rates the reentry provisions as **GOOD**, but in need of improvement in RPLAN accountability.

<sup>188</sup> Information was not provided by the facility regarding the number of inmates on the waitlist to work in the warehouse, nor the number of apprenticeships.

<sup>189</sup> The PCI print shop reported net gains of \$3,902 for FY 2011, and net gains of \$144,817 for FY 2012, with the distinguishing factor being \$167,153 in additional expenses for raw materials in FY 2011. The print shop generated net gains of \$63,239 for FY 2013, with the distinguishing factor being a \$110,689 increase in maintenance expenses incurred in FY 2013, thus reducing net gain from the previous year.

<sup>190</sup> Reentry planning requires pervasive attention to specific details from the first day of incarceration through the post-release period. Effective reentry planning is crucial for a successful reintegration into society. The inspection includes considerations of the degree and types of inmate access to unit programs, purposeful activities, inmate contact with community, and staff accountability related to reentry processes and unit life.

<sup>191</sup> CIIC inspection process related to reentry preparations includes interviews of the Reentry Coordinator (RC), the Unit Management Chief (UMC), and available Case Managers (CM). In numerous institutions, the duties of the RC are assigned to the UMC or other Unit Manager, prompting a combined interview.

<sup>192</sup> CIIC conducts four focus groups of inmates representing various populations within the institution.

## Reentry Planning<sup>193</sup>

- PCI reentry planning can be summarized as the following actions taken by Case Managers, Unit Managers, Unit Management Chief, and Counselors: research housing options, discussions of options for housing and employment, reviewing a plan for each inmate, making referrals on the inmate's behalf, guiding inmates toward use of the One-Stop centers, guiding inmates toward community partner workshops, and providing the M.U.S.C.L.E. sheets.
- PCI is a designated pilot for DRC's Reintegration project; therefore, inmates have access to reentry preparation services in One-Stop Centers.<sup>xxxix</sup>
- 32 unit programs provided at PCI currently engage 258 total inmates, with 1,383 total inmates on waitlists<sup>194</sup> for these programs.<sup>195</sup>

<sup>193</sup> Reentry operations at all DRC institutions include the use of the DRC RPLAN (Offender Transitional Release Plan.)

<sup>194</sup> It is not uncommon throughout DRC to find high ratios of waitlisted inmates for the core unit programs like Thinking for a Change, Money Smart, Inside Out Dads, Victim Awareness, Cage Your Rage, P.R.O.V.E., and Responsible Family Life Skills. Of the waitlisted inmates, 70.7 percent of the total 1,383 inmates on waitlists are shown to be waiting for a core unit program. Inmates may place their name on more than one unit core program waitlist, which also inflates the raw waitlist numbers.

<sup>195</sup>

Program	Current # Inmates Enrolled	Current # Inmates Waitlisted
ALPHA	51	0
CDL	8	39
Cage Your Rage	44	111
Inside Out Dads	59	190
Money Smart	37	199
OIC Clark County	12	0
P.R.O.V.E.	25	20
Responsible Family Life Skills	13	32
Roots to Success	0	58
Thinking for a Change	9	326
T.O.U.C.H. Grant program	11	12
Victim Awareness	23	100
Victim Awareness Alumni	8	0
APA	50	0
BMV	56	0
Child Support	21	0
COWIC	15	0
Current Events	10	23
Employment Readiness	11	0
Entrepreneurial Leadership	15	0
How to Get Along with Difficult People	11	10
Ridge Project- Couples Communication	9	0
Ridge Project – Tyros Dads	18	0
UMADOP	30	0
Veterans	70	0
Anger Management	0	32
Carey Guides	NA – ongoing	NA - ongoing
Criminal and Addictive Thinking	0	40
Gavel Club	21	0

- The Adult Parole Authority (APA) provides information and reentry workshops to inmates throughout the DRC system, including PCI.
- Job Fairs are provided twice a year under coordination of the Unit Management Chief, who identifies and engages community partners.

Negatively,

- PCI lacks an accountability system to ensure that all RPLAN components are completed for every inmate prior to release.<sup>196,197,198</sup>
- PCI does not have access to an inter-institutional television channel so that reentry information and reminders can be broadcast. PCI is limited to communicating through Town Hall meetings on units and the unit bulletin boards.
- Inmate survey responses were negative regarding reentry planning.<sup>199</sup>
- The 30-days-to-release inmates in focus group indicated that they need more contact with county and community representatives, more contact time with their

Kairos – Prayer and Share	0	0
Leadership	0	191
Sewing Class	0	NA - ongoing
TOTAL	637	1,383

<sup>196</sup>Like a majority of the DRC institutions, PCI does not have a precise date-driven tracking system to monitor the fulfillment of all needed tasks associated with each inmate's RPLAN. PCI Unit Management reportedly conducted an internal focus group with Case Managers to brainstorm the development of a potential tracking system, which would serve as an accountability system.

<sup>197</sup>Inmates in the 30-days-to-release likewise indicated unanimously that they were lacking some of the information and assistance that they thought they would receive prior to their release date.

<sup>198</sup>Institutional efforts found in some DRC institutions to assure the timely dissemination of information and completion of the RPLAN have included required meetings, workshops, and inmate trainings regarding inmate responsibilities in preparing for their reentry. Events are held at specific intervals and on specific dates with specific agendas. In one institution, the 60-day meeting is termed the "crash meeting" and designates an increase in time and attention to specific RPLANS. The implementation of a weekly calendar-like wall board has reportedly been helpful in one institution, as a means to track the most time-sensitive and critical tasks that must be completed on an inmate-by-inmate basis. Further, one Case Manager engages a practice to increase inmate accountability by telling inmates what specific document or information they are to acquire, where to get it, and that they must bring it back to be checked off a list and placement in the inmate's reentry master file. The practice attempts to shift responsibility onto the inmate when possible. Additional suggestions for improved reentry services include the use of treatment-like teams, a new reentry task tracking document for inmate use, frequent mini-workshops, and restoration of a month-long mandatory release workshop for inmates. Staff and inmate suggestions for improving reentry services have included (a) reinstating the use of a Community Reentry Management Team to function as a treatment team per individual inmates and enable refined tracking of individual programming and reentry needs, (b) creating a printed document that could serve as an 'inmate's roadmap to reentry so that inmates could complete self-guided reentry tasks on a designated timeline, (c) hold multiple mini-workshops at frequent intervals for inmates within the last 60 to 90 days of their incarceration, and (d) restore a month-long Pre-Release Workshop that requires inmates with one month remaining to attend daily sessions, as their full-time assigned 'job,' so that they acquire increased ownership and preparedness for their release.

<sup>199</sup> 70.9 percent of inmate survey respondents (n=289) indicated that staff had not discussed what programs they should be taking while incarcerated. 85.2 percent of inmate survey respondents (n=290) indicated that staff had not discussed a reentry plan with them. 61.7 percent of inmate survey respondents (n=287) indicated that they did not know where they might locate reentry resources.

Case Managers, they are unaware of any 'reentry process,' no one is available to operate the Reentry Resource Center in the library,<sup>200</sup> and they have not received all information needed to find housing or employment prior to their release.

### Library Reentry Resource Center<sup>201</sup>

- A Reentry Resource Center is fully functioning in the PCI main library.
- The two required reentry computers are equipped with Ohio Career Information System (OCIS) and Ohio Means Jobs programs.<sup>202</sup>
- Inmates in the 30-days-to-release focus group indicated they had no knowledge of the Reentry Resource Center in the main library and had not used it.

### Community Connections

- A slight majority of survey respondents indicated that they have experienced problems sending or receiving mail within the past six months,<sup>203</sup> which is slightly worse in comparison to other institutions inspected during the current biennium.<sup>204,205</sup>
- A majority of survey respondents indicated that they have not experienced problems with visits within the past six months,<sup>206</sup> which is comparable to the average of other institutions inspected during the current biennium.<sup>207,208</sup>

<sup>200</sup> One worthwhile resolution to a similar problem in another institution has been the training and assignment of inmates to work as Reentry Resource Center attendants and resource tutors as their assigned institutional job.

<sup>201</sup> Each DRC institution is required to have a reentry resource center in the institutional library, per DRC 78-REL-05.

<sup>202</sup> The two computers 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 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.

<sup>203</sup> CIIC's survey of inmates found that 54.9 percent of total respondents (n=268) indicated that they have experienced problems with sending or receiving mail within the past six months.

<sup>204</sup> An average of 49.3 percent of survey respondents from all institutions inspected during the current biennium indicated that they had experienced a problem sending or receiving mail within the past six months.

<sup>205</sup> Several focus group participants relayed concerns that there are delays in receiving their magazine subscriptions. Two inmates in one focus group raised a concern that they are not receiving photographs sent from family or a contraband slip from the mailroom detailing the reason the photos were withheld.

<sup>206</sup> CIIC's survey of inmates found that 58.7 percent of total respondents (n=242) indicated that they have not had any problems receiving visits within the past six months. Of those inmates who indicated problems with visitation, the most frequently cited reason was the distance for visitors (64 inmates).

<sup>207</sup> An average of 57.0 percent of survey respondents from all institutions inspected during the current biennium indicated that they have not had any problems receiving visits within the past six months.



- A majority of survey respondents indicated that they have experienced problems accessing the telephone within the past six months,<sup>209</sup> which is worse than the average of other institutions inspected during the current biennium.<sup>210</sup>
- Several focus group participants had phone-related concerns, including that some did not feel that there were an adequate number of telephones available in each housing unit,<sup>211</sup> that phones are often turned off during count time, but fail to be turned back on, and that in some of the dorms, access to the telephones is limited by other inmates that control and regulate who may use them.

## F. SECURITY CLASSIFICATION AND PRIVILEGE LEVELS

The inspection revealed that 52.0 percent of security classification reviews were more than a month overdue. CIIC rates the classification reviews as **IN NEED OF IMPROVEMENT**.

### REENTRY AND REHABILITATION RECOMMENDATIONS

- Consider evaluating the decrease in academic enrollment and academic certificate achievement and developing strategies to address.
- Consider developing strategies to improve inmates' knowledge of reentry resources at PCI.
- Consider developing a strong accountability system to ensure that all RPLANs are completed prior to inmates' release.
- Consider strategies to improve the level of inmate satisfaction with access to telephones and to ensure that there are no barriers to access, which could include adding more telephones to the housing units.
- Ensure that all security classification reviews are completed timely.

<sup>208</sup> Inmates in several focus groups relayed a concern that it is very difficult to schedule a weekend visit at the institution because the appointments fill up quickly and months in advance. Yet, inmates feel that the visitation room is rarely full during the weekend times.

<sup>209</sup> CIIC's survey of inmates found that 57.9 percent of total respondents (n=266) indicated that they had experienced problems accessing the telephone within the past six months. Of those inmates who indicated problems accessing the telephone, the most frequently cited reasons were that there are not enough telephones (134 inmates) and that phones are broken (90 inmates).

<sup>210</sup> An average of 44.7 percent of survey respondents from all institutions inspected during the current biennium indicated that they had experienced problems accessing the telephone within the past six months.

<sup>211</sup> CIIC noted during the inspection that there are six phones available in each unit. In addition, units have all been equipped with at least one JPAY kiosk that can be used for video visitation and writing correspondence.

## VI. FISCAL ACCOUNTABILITY

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

### A. STAFF MANAGEMENT

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

#### Overtime Management

- In FY 2013, PCI paid \$3,020,251<sup>212</sup> in total staff overtime hours, which was a 4.2 percent decrease from FY 2012.<sup>212xli</sup> However, the amount of paid overtime was significantly more than the DRC average<sup>213</sup> for each fiscal year.
- In FY 2013, PCI paid \$1,892,757<sup>214</sup> in correctional officer overtime hours which was higher than the DRC average<sup>214</sup> and a 3.1 percent increase from FY 2012.<sup>215xliii</sup>
- As of January 2014, PCI had paid \$1,609,195.99<sup>216</sup> in total overtime hours and was on pace to increase their overtime payouts for FY 2014.<sup>217</sup>

#### Vacancies

- On the day of the inspection, PCI reported 44.5<sup>218</sup> total vacancies<sup>219</sup> including 20<sup>220</sup> correctional officer positions (8.3 percent of total correctional officer positions).<sup>xliv</sup>

<sup>212</sup> In FY 2012, PCI paid \$3,152,083 in total overtime.

<sup>213</sup> The average DRC total overtime paid in FY 2013 was \$2,410,652 based on the 25 institutions that reported overtime payouts. The average DRC total overtime paid in \$2,245,764 was FY 2012 based on the 27 institutions that reported overtime payouts.

<sup>214</sup> The average DRC correctional officer overtime was \$1,782,846 in CY 2013 based on the 25 institutions that reported correctional officer overtime payouts. The average DRC total overtime paid in \$991,530 in CY 2012 based on the 26 institutions that reported correctional officer overtime payouts.

<sup>215</sup> In FY 2012, PCI paid \$1,835,907 in correctional officer overtime.

<sup>216</sup> The total amount includes \$1,080,343.63 in correctional officer overtime for FY 2014 year-to-date.

<sup>217</sup> DRC fiscal year ends on June 30, 2014.

<sup>218</sup> 0.5 represents one part-time Mental Health position. According to their January 2014 vacancy report, PCI has received approval to fund 493.5 total positions. As of January 28, 2014, there were 449 filled positions and 44.5 funded vacancies.

<sup>219</sup> According to their January 2014 vacancy report, PCI has received approval to fund 493.5 total positions. As of January 28, 2014, there were 449 filled positions and 44.5 funded vacancies.

<sup>220</sup> 10 of the 20 correctional officer vacancies are on hold as part the DRC four percent vacancy requirement for correctional officers. PCI has hired six correctional officers since November 2013. According to staff, one of the six officers hired since November 2013 is no longer employed by the DRC.

## Turnover Ratio

- In FY 2013, PCI had a 9.4<sup>221</sup> percent turnover ratio, which was a decrease from FY 2012<sup>222</sup> but worse than the DRC average.<sup>223</sup>
- In FY 2013, PCI had a correctional officer turnover rate of 8.5 percent which was a slight decrease from FY 2012<sup>224</sup> and nearly identical to the DRC average.<sup>225xlv</sup>
- As of December 2013, PCI had a 5.4 percent turnover ratio for FY 2014 year-to-date.<sup>xlvi</sup>

## Training<sup>226</sup>

- The FY 2013 PCI mandated training completion rates consisted of the following:<sup>xlvii</sup>
  - CPR/First-Aid: 100.0 percent<sup>227</sup>
  - In-Service Training: 100.0 percent<sup>228</sup>
  - Unarmed Self-Defense: 99.5 percent<sup>229</sup>
  - Firearms Training: 99.2 percent<sup>230</sup>

## Evaluations<sup>231</sup>

- In CY 2013, PCI staff completed only 24 (5.3 percent) of 449 required performance evaluations on time which was the worst in the DRC.<sup>232xlviii</sup> Additionally, 238 evaluations (53.0 percent) were never submitted by PCI

<sup>221</sup> The majority of the turnover was to due to resignations by staff.

<sup>222</sup> In FY 2012, PCI reported a 14.1 percent turnover ratio.

<sup>223</sup> In FY 2013, the average DRC turnover rate was 7.4 percent.

<sup>224</sup> In FY 2012, PCI reported a 9.7 percent turnover ratio.

<sup>225</sup> In FY 2013, the average DRC correctional officer turnover rate was 8.3 percent.

<sup>226</sup> In FY 2012, 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. 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.

<sup>227</sup> 423 of 423 staff successfully completed their CPR/First-Aid training.

<sup>228</sup> 453 of 453 staff successfully complete their in-service training. Two staff did not complete their training.

<sup>229</sup> 393 of 395 staff successfully completed their unarmed self-defense training. Two staff did not complete their training.

<sup>230</sup> 252 of 254 staff successfully completed their firearms training. Ten staff failed the firearms training.

<sup>231</sup> CIIC's review of evaluations consists of a document review and staff interviews.

<sup>232</sup> The average completion rate for CY 2013 performance evaluations was 71.2 percent. The percentage is based on 8,223 of 11,557 evaluations completed within the required time period during CY 2013.

supervisors.<sup>xlix</sup> The number of completed evaluations was significantly worse than evaluations completed in CY 2012.<sup>233</sup>

- According to staff, the personnel officer was on leave from January to August 2013 and was unable to monitor the completion of evaluations.

## Workplace Environment

- Positively, most officers interviewed (n=16) feel supported by the administration. Also, most officers get along well at the institution and believe they work well as a team to manage the inmate population. Further, most staff believe they are adequately trained for their job.
- Negatively, most of the officers rated morale as “low” or “very low” based on concerns regarding their executive supervision.<sup>234</sup>
- The Warden relayed that PCI will focus on a “back-to-basics” approach in an effort to encourage officers at each post to relay their concerns to their supervisors and also ensure that work expectations are clear.

## B. FISCAL RESPONSIBILITY AND NEEDS

CIIC’s evaluation of fiscal responsibility and needs includes a document review of the fiscal audits<sup>235</sup> and an interview of staff regarding the implementation of cost saving initiatives, both those required by policy<sup>236</sup> and those independently developed by staff. CIIC rates their fiscal responsibility as **ACCEPTABLE**.

### Fiscal Audits

- In its most recent<sup>237</sup> internal management audit,<sup>238</sup> PCI was compliant in seven of their eight applicable mandatory standards for an overall score of 87.5 percent.<sup>239l</sup>

<sup>233</sup> In CY 2012, PCI staff completed 56.7 percent of 432 required performance evaluations on time. Also, 142 (32.9 percent) evaluations were never submitted by PCI Supervisors.

<sup>234</sup> The Warden relayed that they monitor officers to ensure they are properly performing their duties to ensure the safety of inmates and staff. Some officers stated that the administrative staff does not request their feedback regarding concerns on the units.

<sup>235</sup> The DRC fiscal audit evaluation is a two-phase process which includes an Internal Management Audit (IMA) and a full audit from the Bureau of Fiscal Audits. According to the Ohio Standards of each audit, institutions are required to score 90 percent or above to pass each applicable Ohio Standard and the fiscal audit.

<sup>236</sup> According to DRC policy 22-BUS-17, “Energy Conservation and Waste Reduction,” each institution is required to establish green initiatives that include recycling, energy conservation, and waste reduction. Institutions that earn money through recycling initiatives deposit the money into a centralized fund, from which they receive 50 percent back that must be reinvested into the institution. Institutions may request additional funds from fund 5AF0 for the purpose of recycling or energy conservation related program initiation or enhancement.

<sup>237</sup> Internal Management Audit was conducted on June 18-20, 2013.

<sup>238</sup> The IMA consists of a two or three-day review of the institution financial documents to ensure the institution is in compliance with applicable Ohio IMA Standards. According to the Ohio Standards, institutions are required to score 90 percent or above to pass each applicable Ohio Standard and the fiscal audit.

- In their most recent<sup>240</sup> external fiscal audit,<sup>241</sup> PCI failed seven of their nine applicable standards for an overall score of 22.2 percent.<sup>242li</sup> PCI had one of the lowest fiscal audit scores during FY 2012-13.<sup>lii</sup>
- PCI developed action plans with the external auditor to address the external audit concerns.<sup>243liii</sup>

### Cost Savings

- The following cost savings ranked among the highest of the institutions inspected by CIIC during the current biennium:
 

• Reduction in trash bill <sup>244</sup>	\$53,448.00
• Converted to 33 gallon trash bags <sup>245</sup>	\$32,257.70
• Refurbished 227 lockers <sup>246</sup>	\$11,281.90
• Refurbished 50 office chairs <sup>247</sup>	<u>\$2,300.00</u>
	\$99,287.60

### Energy Conservation<sup>248</sup>

- In FY 2013, PCI decreased its energy utility costs by \$34,337.87 (2.2 percent) from CY 2012. The most significant decrease was in regard to their gas costs which decreased by 19.3 percent. Conversely, PCI increased their electric costs by 2.9 percent. The 2012-2013 utility costs comparison<sup>249</sup> is illustrated in the following chart:

<sup>239</sup> The one standard in which PCI were not compliant was in reference to Ohio Standard 14-08 ("Fleet").

<sup>240</sup> Full fiscal audit conducted by the external auditor during the following period: December 1, 2011 through December 22, 2011.

<sup>241</sup> The full fiscal audit consists of a full review of the methods, accuracy, and legality of the accounts, records, files, reports, and financial reports of the Institution's internal funds. The full fiscal audit contains some similar standards and a separate set of standards compared to the IMA. The length of the process often exceeds the three-day time period of the IMA.

<sup>242</sup> The poor rating was due to several inaccuracies which included missing items from the Asset Management System (AMS) list of fixed assets; lack of proof of authorization for purchase orders; and open items listed on the institution balance sheet. PCI also had several violations related to the cashier's office.

<sup>243</sup> The action plans included conducting a physical inventory to update the AMS lists; and developing a system to correct the purchase order and receiving report. Several of the concerns related to cashier's records were corrected on-site with the external auditor present.

<sup>244</sup> Reduction in trash bill is based on a cost savings of \$4,454 per month by using inmate reclaim workers and reducing the number of rented containers used to hold recyclable materials. Additionally, PCI has reduced the number of waste compactor "pulls" for each month.

<sup>245</sup> PCI previously used 55/60 gallon trash bags.

<sup>246</sup> Refurbished 227 lockers instead of purchasing new lockers.

<sup>247</sup> Refurbished 50 office chairs instead of purchasing new chairs.

<sup>248</sup> The DRC established a goal for each institution to reduce its annual utility costs by five percent. Natural gas, water and electricity are the primary utilities targeted for reduction of use.

<sup>249</sup> Comparison reflects the invoices received during the following periods: January - December 2011; January - December 2012; and January- December 2013.

Energy Type	FY 2012	FY 2013	Percentage of Change
Gas	\$358,403.49	\$289,347.70	-19.3%
Electric	\$1,184,613.70	\$1,219,331.62	2.9%
Water <sup>250</sup>	N/A	N/A	
Total	\$1,543,017.19	\$1,508,679.32	-2.2%

- The PCI energy audit found several energy conservation initiatives<sup>251</sup> to help reduce costs in 2013-14.<sup>liv</sup>

### Recycling and Waste Reduction

- In FY 2013, the recycling program produced \$12,734.09 of revenue,<sup>252</sup> which was a significant increase from the \$338.10 of revenue earned in FY 2012.
- The FY 2013 recycling revenue was slightly more than the DRC average.<sup>253lv</sup>
- The PCI waste audit<sup>254</sup> developed several initiatives<sup>255</sup> to divert additional waste in 2013-14.<sup>lv</sup>

<sup>250</sup> According to staff, PCI produces its own water and waste water at the institution's water treatment plant. PCI also supplies the water for the village of Orient and Pickaway County which includes supplying water and waste water for the Correctional Reception Center. The revenue is tracked quarterly by the PCI business office. During the third quarter of CY 2013 (October – November 2013), PCI received \$2,334.51 in water revenue and \$1,485.55 in waste water revenue for the village of orient. PCI also received \$1,981 in water revenue from a Pickaway County trailer park.

<sup>251</sup> Pickaway uses sub-meters which the institution believes is cost prohibitive; PCI would like to install sub-meters in an area in which they could implement renewable energy; developed a plasma lighting project for the recreation yard; currently pricing information for lighting on the perimeter; will replace windows in areas as needed; recommended that staff unplug all equipment when not in use; Institution was considering using renewable energy.

<sup>252</sup> Institutions that earn money through recycling initiatives deposit the money into a centralized fund, from which they receive 50 percent back that must be reinvested into the institution.

<sup>253</sup> DRC average recycling revenue for FY 2013 was \$12,289.78. Some or all data for some institutions. Some or all data was not provided in the 2013 DRC "Recycling Scorecard" from the following institutions: Allen Oakwood Correctional Institution, Dayton Correctional Institution, Franklin Medical Center, Mansfield Correctional Institution, and Richland Correctional Institution.

<sup>254</sup> The PCI waste audit was conducted on March 13, 2013.

<sup>255</sup> The waste audit developed the following initiatives: Installed a cardboard compactor and recycled over 60 tons of cardboard in the previous six months; In November 2012, the institution began collecting and recycling food cans from the chow hall and recycled over 7.5 tons in just over three months; In January 2013, PCI began collecting office paper and recycled over 2 tons in just two months; November 2012 began collecting and recycling used ink cartridges and received \$32 of revenue and removed much more from the waste stream; Currently exploring methods to recycle plastics and clothing waste; Composting machines need to be purchased so the institution can begin composting food waste; PCI has a large quantity of metal that needs to be recycled; Received a notice of release of contract from Rumpke which enable PCI to competitively bid out their commodities.

## Capital Projects

- From FY 2013 to FY 2020,<sup>lvii,lviii</sup> funding was requested for the following capital improvement requests:<sup>256</sup>

• Replace the “D” housing unit	\$10,894,320
• Replace the “C” housing unit	\$10,894,320
• Building demolition	\$7,650,000
• D-Unit renovation	\$6,240,000
• C-Unit renovation	\$6,240,000
• Multi-purpose building renovation	\$5,010,000
• Sanitary sewer-phase I	\$3,760,000
• Sanitary sewer– phase II	\$3,760,000
• Windows, roofs, gutters, doors, and tuck point upgrades	\$1,447,500
• Road paving project	\$1,010,000
• Power Plant improvements	\$648,125
• Fire Alarms/Network upgrades	\$560,000
• Dairy barn upgrades	\$460,000
• Old D-unit demolition	\$450,000
• Laundry equipment upgrades	\$447,500
• OPI warehouse	\$354,204
• Brine tank repair	\$322,500
• Solar energy installation (MBP)	\$322,500
• Parking lot lighting	\$258,000
• Perimeter and Yard plasma lighting	\$180,600
• FHC boiler flu replacement	\$161,250
• LED lighting at the farm and maintenance areas	\$96,750
• Command post outside renovation	\$96,750
• Install insulation in several buildings <sup>257</sup>	\$90,000
• Install gas heaters in the storage building area <sup>258</sup>	\$25,000
• Install line stops in the OPI Print Shop Building <sup>259</sup>	\$20,000
• Update Power House Control equipment <sup>260</sup>	\$20,000
• Add controls to heat pumps in MPB First Floor	\$15,000
• Install gas heat in the yard crew area	\$12,000
• Install insulated gas heaters in storage building area	<u>\$10,000</u>
	<b>\$61,456,319</b>

<sup>256</sup> Some of the projects were in the process of being completed while others had not been approved. Many of the projects were initially requested in previous fiscal years while other capital improvements will be requested by the end of FY 2020.

<sup>257</sup> PCI requested funding to install spray foam insulation on the ceilings of several outside occupied buildings.

<sup>258</sup> Installation of gas heaters requires that an all gas line connection and heaters be installed.

<sup>259</sup> PCI currently has to maintain heat in an abandoned building to keep water from freezing. The line stops would enable the building to shut down completely

<sup>260</sup> Install front end equipment in the Power House Controls.

PCI also took advantage of the JOC<sup>261</sup> contract to fund the following projects in FY 13:<sup>lix</sup>

• Remodel the old quartermaster	\$220, 833.07
• Restroom additions <sup>262</sup>	\$111,945.30
• Repairs to the Multi-Purpose Building roof	<u>\$83,838.53</u>
	<u>\$416,616.90</u>

PCI is considering the following JOC projects for FY 2014:<sup>lx</sup>

• Installation of hard floor in the main entrance	\$55,682.66
• PCI sally port gate repairs	\$34,301.43
• Installation of new electrical service <sup>263</sup>	\$30,000.00
• Installation of fire devices in Santa's Workshop area	\$25,000.00
• Installation of fire devices in B-building	<u>\$4,547.83</u>
	<u>\$149,531.92</u>

### C. PROPERTY

CIIC's evaluation of property includes a review of financial data for property payouts. CIIC rates PCI's property payouts as **GOOD**.

- In CY 2013, PCI paid \$982.01 in property loss payouts, which was a decrease of 4.5 percent from the \$1,027.78 paid in CY 2012.<sup>lxi</sup>
- Although PCI decreased their property loss payouts, some focus group inmates relayed concern regarding personal items being left unsecured by staff.<sup>264</sup>

<sup>261</sup> Job Order Contract (JOC) are projects that cost less than \$200,000 and may be accomplished by use of the JOC contract with the Gordian Group. This is a contract issued through DAS-State Purchasing. Last year the following projects were initiated and paid for through JOC for PCI.

<sup>262</sup> Restrooms were added to the first and second floor of the B-unit annex so that staff working in those areas did not have to go into the adjoining dorm and use the restroom. These two areas house the Captain's office, Count Office, and Operations area made up of the Deputy Warden of Operations, Unit Management Chief, Major, Operations Secretary and Admin Captain/Lieutenant.

<sup>263</sup> PCI installed new electric service to the old compound storage buildings in order to turn them into recycling centers.

<sup>264</sup> Several focus group inmates relayed that new officers that are training at CTA come to PCI to practice shakedowns. However, personal items are often left unsecured once the shakedown is conducted. Inmates relayed that they will not know that a shakedown was conducted until hours later when they return from work or programming, at which time their property has already been stolen. Inmates also relayed concerns that their segregation pack-up is not completed in a timely manner, which also results in their property being stolen.



### **FISCAL ACCOUNTABILITY RECOMMENDATIONS**

- Evaluate and develop additional strategies to continue reducing staff overtime.
- Ensure that all performance evaluations are completed and within the required time period.
- Ensure that all Ohio fiscal standards are met for the next fiscal audit.
- Consider developing additional strategies to address low staff morale, which could include requesting a cultural assessment.
- Consider developing strategies to address inmate reports of unsecured property loss due to institutional shakedowns and property packups.

## **VII. APPENDIX**

### **A. INMATE SURVEY**

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

At PCI, CIIC staff gave or attempted to give surveys to 386 inmates. Inmates were selected using a stratified systematic sampling method: at the start of the inspection, institutional staff provided a printout of inmates by housing unit and every fifth inmate was selected. CIIC staff provided an explanation of the survey to each selected inmate. CIIC staff later conducted sweeps of the housing units to collect the surveys. CIIC received 294 completed surveys, representing 13.5 percent of the total PCI population.

The questions and the total response counts for all inmates are replicated on the following pages, as well as the open-ended responses to the two questions at the end of the survey.

## DRC Inmate Interview

### 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. Thank you for your time and assistance.

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

#### Right Way

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

#### Wrong Way

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

#### DEMOGRAPHICS

**Q1 What is your race?**

White.....	180
Black.....	92
Hispanic.....	11
Other.....	10

**Q2 How old are you?**

Under 21.....	3
21-25.....	22
26-30.....	46
31-35.....	54
36-40.....	54
41-45.....	45
46-50.....	25
51-55.....	23
Over 55.....	22

**Q3 What is your security classification/privilege level?**

	1	2	3A	3B	4A	4B	5A	5B
Level	170	108	4	3	0	1	0	0

**Q4 How long have you been incarcerated on this number?**

Less than 1 year.....	90
1-2 years.....	81
2-5 years.....	61
5-10 years.....	27
10-15 years.....	19
15-20 years.....	6
Over 20 years.....	10

**Q5 Are you within one month of release?**

Yes.....	19
No.....	271

**Q6 What types of offense(s) have you been convicted of? (Check all that apply)**

Crime against person excluding sex offense (i.e. murder, manslaughter, assault, robbery, etc.).....	38
Sex offense.....	14
Property offense (i.e. burglary, theft, etc.).....	98
Drug offense.....	116
Fraud.....	10
Other.....	79

**HEALTH AND WELLBEING**

**Q7 Please answer the following regarding your unit.**

	Yes	No
Do you normally have enough clean clothes for the week?	192	101
Are you normally able to shower five (5) days a week?	273	16
Do you normally have the opportunity to exchange for clean sheets every week?	270	15
Do you normally have the opportunity to request and receive cleaning chemicals every week?	219	64

**Q8 How clean do you feel that your unit generally is?**

Very Clean .....	18
Clean .....	157
Unclean .....	78
Very Unclean .....	36

**Q9 How satisfied are you with the quality of the food here?**

Very Satisfied .....	2
Satisfied .....	5
Neutral .....	46
Unsatisfied .....	100
Very Unsatisfied .....	138

**If unsatisfied why?**

Portion sizes .....	216
Taste .....	189
Preparation of the meal .....	109
Temperature .....	92
Lack of variety .....	139
Inadequate substitute .....	90
Other .....	43
N/A .....	16

**Q10 Are health service request forms (aka sick call slips) responded to within two days?**

Usually .....	91
Sometimes .....	105
Rarely .....	68
Never filed .....	27

**Q11 If you are on the chronic care caseload, are you generally receiving timely follow-ups?**

Yes .....	77
No .....	87
N/A .....	121

**Q12 Overall, how satisfied are you with the quality of healthcare provided by the following:**

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	N/A
Nurses	41	80	96	27	19	28
Doctor	21	62	96	41	31	36
Dentist	31	66	68	37	27	51
Mental Health	16	35	52	20	26	121

**Q13 Do you have any emotional or mental health problems?**

Yes .....	90
No .....	202

**Q14 Are you on the mental health caseload?**

Yes .....	47
No .....	246

**Q15 Do you feel you have adequate access to mental health services?**

Yes .....	99
No .....	73
N/A .....	121

**Q16 Did you regularly use drugs or alcohol prior to incarceration?**

Yes .....	202
No .....	91

**Q17 Do you feel you have adequate access to recovery services programs?**

Yes .....	189
No .....	72
N/A .....	30

**Q18 Is the institutional recreation schedule generally followed?**

Usually / always .....	33
Sometimes .....	140
Never / rarely .....	117

**Q19 How satisfied are you with access to recreation?**

Very Satisfied.....	2
Satisfied.....	36
Neutral .....	72
Unsatisfied .....	88
Very Unsatisfied.....	92

**FAIR TREATMENT**

**Q20 Overall, do you normally have access to the following:**

	Yes	No
Kites	254	36
Informal Complaints	195	87
Health Service Request Forms (sick call slips)	252	33

**Q21 Do you know who the Inspector is?**

Yes.....	101
No .....	192

**Q22 Do you feel that informal complaints are generally dealt with fairly at this institution?**

Yes.....	19
No .....	173
Never filed.....	100

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

Yes.....	17
No .....	157
Never filed.....	117

**Q24 Do you feel that grievance appeals are dealt with fairly?**

Yes.....	12
No .....	149
Never filed.....	131

**Q25 Have you ever felt that you were prevented from using the grievance procedure?**

Yes.....	126
No .....	166

**Q26 If you have never used the grievance procedure, why not? (Choose the best answer)**

No problems / reason to use.....	59
Grievance procedure does not work.....	79
Staff retaliation.....	96
Form not available .....	22
Do not want to be a snitch .....	15
Do not know how to use .....	10
N/A.....	61

**Q27 Overall, do you feel that disciplinary decisions are fair from the following:**

	Yes	No	Don't Know
Hearing Officer	26	135	129
RIB Panel	19	114	151

**Q28 Are your housing unit officers generally:**

	Yes	No
Responsive to your needs:	124	158
Professional	107	172
Fulfilling job duties	129	152

**Q29 Have you been harassed, threatened, or abused by staff here?**

Yes.....	148
No .....	142

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

Insulting remarks (about you or your family or friends) .....	104
Physical abuse (being hit, kicked or assaulted) .....	17
Sexual abuse .....	7
Feeling threatened or intimidated .....	105
Having your commissary / property taken .....	100
Debt .....	5
Drugs .....	6
Race or ethnic origin .....	46
Religion / religious beliefs .....	23
Sexual orientation .....	8
Age .....	16
Disability / medical condition.....	25
You were new here .....	26
Offense / crime .....	13
Gang related issues .....	15
N/A .....	51

**Q30 If you have been harassed, threatened, or abused by staff, did you report it?**

Yes..... 41

No ..... 126

N/A..... 122

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

Yes ..... 3

No ..... 54

N/A..... 162

**Q31 Have you ever had sexual contact with a staff member at this institution?**

Yes..... 3

No ..... 278

Refuse to answer..... 11

**Q32 Where do staff/inmate sexual acts occur?**

95

**Q33 Do you know how to report sexual contact with staff?**

Yes..... 220

No ..... 64

**Q34 Do you feel that your Case Manager is helpful?**

Yes..... 98

No ..... 178

Do not know who this is ..... 15

**Q35 Do you feel that your Unit Manager is helpful?**

Yes..... 99

No ..... 167

Do not know who this is ..... 25

#### SAFETY

**Q36 How safe are inmates at this institution from other inmates (violence, extortion, etc.)?**

Very Safe ..... 14

Safe ..... 46

Neutral ..... 128

Unsafe ..... 59

Very Unsafe ..... 45

**Q37 Have you been harassed, threatened, or abused by other inmates here?**

Yes..... 63

No ..... 228

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

Insulting remarks (about you or your family or friends) ..... 42

Physical abuse (being hit, kicked or assaulted) ..... 43

Sexual abuse ..... 5

Feeling threatened or intimidated ..... 51

Having your commissary / property taken ..... 31

Debt ..... 12

Drugs ..... 9

Race or ethnic origin ..... 18

Religion / religious beliefs ..... 6

Sexual orientation ..... 9

Age ..... 13

Disability / medical condition ..... 17

You were new here ..... 19

Offense / crime ..... 9

Gang related issues ..... 17

N/A ..... 76

**Q38 If you have been harassed, threatened, or abused by other inmates did you report it?**

Yes..... 21

No ..... 78

N/A..... 173

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

Yes ..... 5

No ..... 28

N/A..... 178

**Q39 Have you ever had sexual contact with another inmate at this institution?**

Yes..... 5

No ..... 278

Refuse to answer..... 7

**Q40 Where do inmate/inmate sexual acts occur?**

96

**Q41 Do you know how to report sexual contact with another inmate?**

Yes..... 239  
No ..... 45

**Q42 What type of prohibited substances are available within this institution? (Choose all that apply)**

Prohibited substances are not available ..... 43  
Tobacco ..... 139  
Marijuana ..... 122  
Heroin ..... 111  
Cocaine ..... 72  
Methamphetamine (Meth) ..... 50  
Prescription pills ..... 100  
Alcohol / hooch ..... 128  
Other ..... 39  
Refuse to answer ..... 90

**Q43 What type of gang activity frequently occurs at this institution? (Choose all that apply)**

Gang activity is not frequent at this institution ..... 59  
Assaults ..... 107  
Theft ..... 113  
Extortion ..... 100  
Gambling ..... 74  
Sex Trade ..... 20  
Drug Trade ..... 89  
Other ..... 24  
Refuse to answer ..... 79

**REHABILITATION AND REENTRY**

**Q44 Do you know how to reduce your security / privilege level?**

Yes..... 153  
No ..... 137

**Q45 Have staff discussed with you what programs you should be taking while incarcerated?**

Yes..... 84  
No ..... 205

**Q46 Have staff discussed a reentry plan for you?**

Yes..... 43  
No ..... 247

**Q47 Do you know where you can find reentry resources?**

Yes..... 110  
No ..... 177

**Q48 Do you know how to obtain the following after release?**

	Yes	No	N/A
Housing	123	153	10
Job	148	129	9
State ID	186	92	5
Food	154	126	5
Continuing Health Care (medication, etc.)	112	164	8
Recovery Services (NA, AA, etc.)	131	130	20
Education	152	117	14
County agency information	110	158	12

**Q49 How easy or difficult is it to get into the following activities in this prison?**

	Easy	Neutral	Difficult	N/A
Prison Job	124	83	67	11
Vocational Training	29	65	155	35
Academic Programming (ABLE, Pre-GED, GED)	65	88	97	36
Unit Programs (Thinking for a Change, Victims Awareness, etc.)	73	92	99	23
Mental health/wellness programming	59	80	63	82
Recovery Service Programs (AOD, IOP, AA, NA, etc.)	101	81	75	29

**Q50 How satisfied are you with educational programs at this institution?**

Very Satisfied..... 25  
Satisfied..... 49  
Neutral..... 86  
Unsatisfied..... 42  
Very Unsatisfied..... 36  
Never participated..... 50

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

Lack of materials..... 41  
Teacher was not good..... 24  
Class was not interesting / not useful..... 18  
Class did not apply to me..... 14  
Class was frequently cancelled..... 24  
Other : ..... 45  
N/A..... 75

**Q51 How satisfied are you with unit programs (i.e. Thinking for a Change, Victims Awareness, etc.) at this institution?**

Very Satisfied..... 18  
Satisfied..... 39  
Neutral..... 65  
Unsatisfied..... 40  
Very Unsatisfied..... 45  
Never participated..... 80

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

Lack of materials..... 50  
Teacher was not good..... 47  
Programs were not interesting / not useful..... 32  
Programs did not apply to me..... 22  
Programs were frequently cancelled..... 43  
Other : ..... 42  
N/A..... 72

**Q52 Have you had any problems with sending or receiving mail within the past six months?**

Yes..... 147  
No..... 121  
N/A..... 17

**Q53 Have you had any problems accessing the telephone within the past six months?**

Yes..... 154  
No..... 112  
N/A..... 17

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

Phones are broken..... 90  
Not enough phones..... 134  
Access denied by other inmates..... 58  
Currently do not have phone privileges..... 9

**Q54 Have you had any problems receiving visits within the past six months?**

Yes..... 100  
No..... 142  
N/A..... 40

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

Distance for visitors..... 64  
Visiting hours / schedule..... 40  
Visit scheduling process..... 47  
Visitor turned away..... 24  
Visitor not approved..... 23  
I do not have people who want to visit..... 9  
Currently do not have visitation privileges..... 6

**Final Comments**

**Q55 What is ONE positive aspect of this prison?**

248

**Q56 What is the ONE change you would most like to see here?**

266

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



### PCI Open-Ended Survey Responses

#### What is ONE positive aspect of this prison?

1. N/A
2. I can't think of one because compared to other prisons, which I've been, this is the most poorly run institution I've seen!!
3. Assine but benign [sic]
4. We're behind bars.
5. At PCI there is none! Everything is a big joke.
6. The way they treat you in here. Makes me not want to come back.
7. Close to home (Columbus)
8. Change
9. –
10. N/A
11. School
12. They give bikes to children that we fixed.
13. The law library
14. The Oasis program
15. The females.
16. –
17. –
18. Have none
19. –
20. Give me the chance to get myself together again.
21. None at all
22. Oasis
23. OPI Meat Plant
24. Nothing
25. My education
26. It's potential
27. Church
28. For prison staff to give us more freedom and treat this camp like a level 1 instead of a level 2 prison
29. –
30. The hospital
31. None
32. –
33. None
34. The exercise programs that they offer in the gym, such as insanity and P90X
35. Programs
36. The Oasis program it is a great way to get your life together in prison.
37. Oasis
38. Programs
39. Oasis
40. None

41. They do offer some good programs even if it is hard to get in them
42. Lots of programs, job training apprenticeships, and schooling.
43. –
44. None
45. Oasis program
46. Shit!
47. The Oasis program
48. –
49. I do not feel unsafe and the Oasis program
50. AOD program
51. Church/Oasis
52. The Oasis program
53. It keeps that feeling going in each of us not to want to come back because of the idiots we live around.
54. N/A
55. I'm leaving soon
56. None
57. –
58. It's clean
59. It's got a lot of schooling and vocational programs and most important the Oasis program!
60. They have school!
61. We always lock up down we doing a lot of time they always have us lock down we can't go to rec for weeks.
62. –
63. Oasis
64. School
65. Nothing
66. For most it is a good program oriented facility.
67. Nothing
68. PCI has shown me that I don't never want to come back to prison! I've been mentally tested to my breaking point and will fear PCI forever.
69. Sinclair Community College has become my only safe haven
70. None
71. I'm close to home
72. None
73. There are not any? Why cause the prison here is hard to deal with you as a prisoner?
74. The CDL program they have here. But I feel if you can't go outside the fence to drive, you should still be able to take the written test.
75. The Warden is accessible and visible
76. None. This prison is a negative setting, which encourages inmates to resort to negative activities. What was promised to us in reintegration, we still have yet to receive.
77. School
78. None

79. Church service
80. Church services
81. –
82. None
83. Religious services
84. None
85. There is nothing positive in this prison
86. I don't think there is one.
87. They have adequate programming
88. Some of the programs are very helpful
89. Not a damn thing
90. Fairly hassle free place to do time.
91. It has lots of programs you can attend to.
92. There isn't any positive aspects here at PCI
93. None is positive. They run it like a controlled camp, no talking in chow hall.
94. The music room.
95. –
96. –
97. None
98. Half the staff believes in rehabilitation, reintegration
99. OPI jobs
100. This will end.
101. None
102. Safety
103. –
104. –
105. Don't know just got here.
106. OPI jobs
107. Getting in to school when you can.
108. Close to home
109. –
110. Keeping criminals off the streets
111. The meat plant
112. N/A
113. OPI Meat Plant
114. None
115. None
116. None
117. –
118. Getting browns outside work.
119. –
120. Number of programs and access to education
121. –
122. CO Good. He is caring and shows respect. He cares about the inmates.  
Including CO Ard. Ard is cool too.
123. No threats or violence

124. The ONE STOP is very helpful to people that are getting out. They can look for jobs, etc. But there's a lot of people that are leaving that don't have a place to live. They need to help everyone who is homeless in to finding a place to live/give them TC or 80% to help them out so they can make a living without committing a crime just to make.
125. This prison is close to home.
126. There is rarely any theft or violence.
127. It is somewhat laid back.
128. Getting programs.
129. A2 Unit is positive and the 2<sup>nd</sup> shift COs are very positive and run the unit with respect and consistence. CO Good is 2<sup>nd</sup> shift.
130. Time keeps ticking.
131. It's really hard to find anything positive about PCI. I'm sorry.
132. Close to home.
133. –
134. Nothing
135. No comment.
136. –
137. –
138. Nothing
139. Amount of programs.
140. None
141. Healthcare
142. –
143. TV availability
144. Programs
145. None
146. Medical care for short term. We are denied medical care, teeth cleaning, etc.
147. –
148. Jeopard music playing...still playing...AJT program (Sinclair Community College).
149. Some of the inmates are actually really decent people.
150. Alpha class. Mr. Dawes.
151. –
152. N/A
153. The education system.
154. None
155. Programs
156. –
157. –
158. Reintegration
159. None
160. GED and college classes.
161. College courses
162. N/A

163. None
164. -
165. Programs
166. There isn't anything positive about Pickaway.
167. None
168. The library
169. Church service on Sunday
170. Programs
171. Really nothing
172. Reintegration
173. Make me not want to come back.
174. Church services on Sunday.
175. You get right with self
176. It's pretty clean based on the location of the unit.
177. There isn't any
178. -
179. -
180. None
181. There is none.
182. None
183. -
184. I do have an out date.
185. None
186. Nothing
187. You need to look in to that.
188. Nothing
189. None
190. It can't get any worse than this hell hole.
191. There are none; staff is not helpful nor do they care for the needs of inmate population
192. I'm continually learning new things on my job, that will better prepare me for society. I love my job, but don't tell my boss that.
193. That I have a out date.
194. Enough to do to keep busy so time moves very quickly.
195. N/A
196. I've got a lot from recovery services.
197. We all leave someday.
198. It's short time.
199. Some of the COs are good people.
200. Programs are good.
201. Being transferred to Lebanon Honor Camp.
202. None
203. Having a job.
204. Many OPI jobs.
205. The reentry programs that are available are very good – a lot of good information.

206. Education
207. Nothing
208. Programs are easily accessible
209. This prison is petty as can be!
210. Education. Job training.
211. It is really hard to answer that question due to the unprofessional staffing that go on here.
212. Very soft camp
213. Programs: they are at least trying to make change.
214. –
215. Correction officers are reasonable. There's a reintegration unit for those who are ready for a change.
216. N/A
217. Very disorganized
218. OPI
219. Got a good chance to get GED
220. –
221. Oasis IPP program
222. –
223. NA
224. (Programs) There's a lot of them here.
225. Programs
226. Programming if you could get in them. School.
227. The fact that it has the Oasis program.
228. Police leave you alone.
229. Clean
230. –
231. Education system
232. –
233. I feel like the COs/staff are decent people, just doing their jobs and if you act human, you're treated human.
234. Going home next year
235. –
236. There is access to a lot of programs for change.
237. Oasis program
238. Mrs. Hannah
239. Oasis program
240. Oasis
241. I'm in the Oasis TC program. It is a very good program and is the most helpful and best thing I've ever done.
242. Schooling
243. The stressful, nonsensical, and dysfunctional "routine." It is the perfect deterrent to any criminal thinking/activity.
244. The correction officers are more understanding and willing to work with you before administration will.
245. None

246. –
247. –
248. Close to home
249. Helped me get a GED
250. College is at least offered.
251. Recovery Services
252. Close to home
253. I get to ride out soon and yard day.
254. They take safety very seriously.
255. Can not think of any at this time!
256. There isn't any positive aspects.
257. OPI jobs are good here.
258. Movies shown are plentiful/good/current.
259. Can't think of any.
260. –
261. (1) By us being males it's a lot of beautiful women; (2) A lot of the staff are respectful; (3) It's a reintegration so it offers us opportunity for change.
262. Possibility to work outside the fences.
263. My outdate
264. The dog program
265. It's so bad and corrupt by staff/inmates it makes me determined to never come back.
266. Education
267. Visits and mail
268. Programs offered
269. The gym. It's a good way to burn stress.
270. Nothing
271. –
272. Meat Plant.
273. Theft is lower than other places I have seen.
274. Lots of drugs!
275. –
276. N/A
277. A-1 is clean.
278. –
279. John – Bible school teacher for 17 years here at PCI.
280. –
281. Religion service.
282. Can't think of any
283. Easier to see a Dr.
284. –
285. Dr. Hail is a decent doctor and he listens and tries to help.
286. None
287. ?
288. The current HCA/MOM Mary Rousch
289. Can't think of anything positive.

- 290. A good laugh now and then.
- 291. It's try to help us when they can
- 292. –
- 293. Medical care the doctors and nurses are very caring
- 294. People on the outside think FHC is like a mini hospital. They are completely wrong. I need strong pain medications. They will not give it here the most strongest is Tramadol.

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

- 1. N/A
- 2. I'd set up a policy where the staff was held accountable for unfairly treating inmate and assure that all decisions fell under DRC policy. More consistency.
- 3. Provide genuine health care.
- 4. Fuck this place.
- 5. A [executive staff] who cares and sees that staff do their jobs instead of just being here to collect a check.
- 6. The way the staff treat us. They need to learn better communication skills in this prison. PCI.
- 7. All on same rec schedule, consistency, get rid of Aramark.
- 8. Staff respect.
- 9. –
- 10. Mail coming on time and staff getting you toilet paper when you're out. Rec is crazy at night. Why don't we have outside rec at night we're not Level 3?
- 11. TVs
- 12. The staff follow their own rules!
- 13. The staff needs to be changed completely.
- 14. The respect the COs give inmates and the way they seem to run it as a lockdown facility.
- 15. Everything
- 16. –
- 17. –
- 18. Too many to list
- 19. –
- 20. More programs bested on 1 mental aspect of prison...
- 21. The way staff talk to us inmates is very disrespectful
- 22. More help with programs
- 23. Stop locking us down like its maximum security
- 24. Consistent count time, rec, chow, CO talk reckless to inmates, chow is never the same time, health services, mental health – mental health is very poor to a criminal level (neglect).
- 25. NA
- 26. Tear down old units
- 27. Rec and the opening of the yard
- 28. Stop taking everything we have
- 29. –



30. [Executive staff] gone
31. Place tore down
32. TV hookups at every rack
33. Cold showers and no pressure/no girls. Make it coed.
34. More access to the yard. When they clear count and call chow the yard should be open.
35. How the camp is run
36. –
37. Food, more food
38. Every bay have cable access
39. Larger portions at chow
40. Food
41. Cubicles in bed area, cable boxes to watch movie at bed area, better restroom/shower facilities, be allowed to listen to radio in gym
42. More structure within the system, clean up C1 and C2 units! Stop the drugs coming into prison and help us with judicial releases!
43. –
44. Everything
45. The whole prison be Oasis
46. N/A
47. –
48. Water in shower too cold. More whites to wear and winter clothes
49. Food quality and size, also recreation as in gym or yard use is not consistent, and the way CO talk to inmates is disrespectful
50. Cleaner/better food prep
51. Food/Aramark is no good. Tobacco
52. Consistency on recreation. Food services
53. For someone to be in charge instead of letting spun by different staff, seems no one really knows their job
54. N/A
55. Food
56. The staff to treat us like people instead of livestock
57. –
58. Drugs!
59. It's a minimum security prison but they try to run it like it's Level 3! No talking in chow hall always restricted movements.
60. Everyone have rec at the same time and [executive staff] gone. She is out of control.
61. Do thing a level 1 camp do. They run this camp like a Level 3. We always lock down.
62. Would like the staff to be more professional and we would like the unit staff to follow policies and procedures handed down by Gary Mohr, such as 53-CLS-01 security level decrease for lifers.
63. Better staff
64. Getting rec more
65. Food in chow hall

66. The problems with the kitchen staff and incentive pay process by Aramark
67. Fair Treatment
68. The constant verbal abuse and rule changing. One day it's this, one day it's that and if you ask you're treated really bad!
69. The verbal abuse and assaults by staff
70. Job replacements/staff are very insensitive and will not help. Reint. is a joke here.
71. More vocational/skilled training educational opportunity. No classes exist here!
72. COs
73. The CO stop treating me as an animal in a cage?
74. For the administration as whole be on the same page. There're too many chiefs and not enough Indians here.
75. Respect from staff.
76. Get what is promised to us and inmates get treated with respect we deserve. Get more vocational training in trades that can help us when we go home.
77. Phones
78. The food
79. Incentive more of them for program. Better food. Better phone service.
80. Incentives for programs. Inmates being able to leave TVs with other inmates when going home.
81. To be able to receive funds without having visit first and not having to pre-pay for phone calls.
82. Segregation
83. Overcrowded
84. Food
85. Staff that know their job and treat you like a human being not an animal.
86. Administration. Staff.
87. Recreational times
88. Better food
89. Less rules and more recreation. Fix JPay machines
90. Consistency in day to day operations. Nothing here is routine and everything changes depending on which shift is on.
91. Better food and steady rec schedule
92. The administration and the way they run chow, rec, and or the yard and how it is operated.
93. None cause I'm leaving in 7 months. I don't care about any of this stuff.
94. —
95. An honest accounting of corrections officers and staff's actions toward inmates. And their attitude.
96. This is a level 1 security but it is ran as though it is a Level 3. Staff are disrespectful. We are human beings. We all have faults, even staff.
97. Everything
98. All staff on the same page working together for the common goal
99. The staff to quit talking down to the inmate. We are people too!!!
100. More consistency in everything, staff, programs, rec, the inability of such makes inmate lives more difficult.

101. Some COs treat you like a piece of crap and that they're so much better than you.
102. Food service
103. –
104. More programs
105. Don't know just got here
106. More OPI jobs
107. Make it easier for inmates to receive vocational training, academic, unit, and recovery service programs.
108. Food, phones, programs, need cable TV
109. –
110. More punishment done to prisoners → if it were worse, they wouldn't keep coming back.
111. The culture
112. Staff
113. Better and more plentiful food
114. For CO to get some type of "people" skills
115. More rec
116. CO treat you like a man instead of shit. All of them.
117. –
118. Aramark
119. –
120. Would like to see the MHS revise their services toward people with adjustment problems not just those on the MH caseload.
121. Movement, feel like I'm at a close camp instead of a Level 1 camp
122. The staff to be more professional and caring and not to be so disrespectful. You get what you give.
123. More stuff for people with short time
124. Change the Unit Manager [redacted]. He has a very bad attitude with all inmates. He doesn't do his job. He will cuss at you. He is very disrespectful in general. If you write him up, there's nothing that comes of the situation, so that's 1 of the worst problems so far besides the food. It's either cold or not done and not enough.
125. Meal times more consistent. Late meals result in late arrival for programs and recreation. Sometimes I've even missed due to late eating.
126. More freedom; access to the gym and yard.
127. See more COs and Case Managers that try to do their job.
128. Going to the chow hall on time instead of last.
129. ORGANIZATION because there is none, every aspect of the day from rec hours, yard to chow changes daily, and every CO has new and different rules to follow. CO [redacted] A2 1<sup>st</sup> shift is extremely disrespectful and hateful every single day!!!
130. The staff from [executive staff].
131. The administration is really bad. They don't want to help us. They treat us really bad because we're inmates. We're all people and have rights.

132. For the institution to be more organized. Everything is completely disorganized. We are constantly cut short on rec due to chow running late. Some days they honor passes other days they don't. It is hard to get into programs. Case Managers don't do their jobs.
133. —
134. 1<sup>st</sup> shift CO
135. Staff or COs talk to inmates much better and get treated like adults and not kids and for people that don't have TVs get a program for that so people can have TVs that's eligible instead of throwing them away or sent them [can't read].
136. Better recreation, more things like handball and availability. The COs do more than they need to do, threaten us, lock us down, talk to us badly. The COs for most part and Deputy Warden and white shirt threaten us and talk bad. The rec is always cancelled. The rec here is terrible.
137. —
138. Respect from staff. Prison is run like a level 3.
139. Attitude of staff toward inmates.
140. None
141. More visiting days
142. Communication with staff versus inmates. Needs to be addressed ASAP.
143. The staff and their attitudes. They do not work as said in the mission statement here.
144. Food. Cleanliness of food and area, taste, portions.
145. That we should get more phone or get one free call a month
146. Better rec, longer, better religious dept.
147. How staff treats and addresses inmates and how problems are addressed.
148. Admin change. [Executive staff] replaced.
149. More freedom of movement, yard, recreation
150. Food
151. —
152. The way we are treated as level 1 inmates.
153. The food quality and service in the chow hall.
154. Staff
155. The inmates in browns should have more privileges
156. More phones. More recreation there is none for browns.
157. —
158. Reintegration
159. Not having to live in condemned buildings. It's bullshit.
160. That the COs would go by the rules they suppose to follow instead of doing what they want.
161. When you get milk in the mornings you don't have to dig through spoiled milk to get it. Solution: put holes in barrels to drain excess water and milk products.
162. For the staff to be respectful and not to talk to you like you're a piece of dirt. COs have no respect for the inmates and like to scream in your face.
163. Condemn D unit because of living conditions
164. —

165. More female correction officers.
166. More vocational programs where you don't have to have gate clearance.
167. A lot. Don't know where to start.
168. Living conditions. Walls cracked and leaking. Recreation (weekends/nights)
169. Bring back tobacco aka smokes
170. More rec outside
171. Living conditions
172. Recreation (yard)
173. That they treat it like a med min camp that it is, plus telling us we can't converse in the chow hall. Ridiculous.
174. Bring back tobacco (smokes)
175. A lot of things
176. It's supposed to be a medium – a open camp but it is far from it, we are treated like a close camp.
177. The way we are treated.
178. –
179. –
180. More women COs
181. Bring back cigarettes please. We can smoke on the yard for the non-smokers.
182. Bring tobacco back
183. –
184. To be eat better.
185. For it to be run right like a Level 1 camp not a Level 3
186. Everything
187. Need you to look into PCI.
188. How the COs treat inmates
189. Job replacement. [Executive staff]
190. More educational programs
191. The one change I would like to see here is to not be discriminated against during security review because of offenses, especially if having security lowered has been properly earned.
192. Staff stop bringing bad attitudes to work with them. Stop – Stop treating me different because of my crime and race. Just do your 8 and leave.
193. Get cellphones to do away with long lines for the phone.
194. Better
195. More privileges for reintegration units
196. Recreation is always messed up.
197. More respect from staff.
198. Get rid of the snitches.
199. These surveys don't need to be handed into anyone here.
200. The food portions. We are adults not children. And our yard time is always messed up.
201. To be treated with respect by staff and equality by staff.

202. The way it's ran by the administration. Run like close camp. Not conducive to rehabilitation.
203. Staff makes up their own rules, long extended counts to interfere with rec meals also last forever. We get very little rec.
204. Open the yard during day when count clears and not wait for chow to finish. We're locked down most of the day when yard should be open.
205. The COs opening and closing the yard according to how they (COs) feel. Is not right!
206. Food food food food food food food food
207. Staff not so threatening or harassing inmates over petty stuff.
208. Open yard. We are all Level One!!! And it's never open!!
209. Me leaving here for a better life!
210. Staff being more professional as far as how they talk to inmates.
211. For the COs to act appropriate and respect inmates...
212. Rec/yard time. Less controlled movement.
213. How staff respect us or basically giving us respect as men and not a animal.
214. -
215. Smoking habits/disrespect!!
216. Like to see staff quit being so disrespectful and threatening.
217. Things done on time like suppose to be. Things are different every day. Unstable.
218. To have chow and recreation run on time. Chow not to take 2 ½ hours to run because staff want to run it slow, causing programs and rec to be late.
219. -
220. Transfers
221. More time on yard rec
222. For the yard to not be split between units during evenings. And recreation to be available upon the first unit being called for chow.
223. C-D units closed to be condemned.
224. Not any corruption with the CO officers.
225. New buildings for C and D units.
226. Putting plugs in to the wall for your TV to get the channels instead of hanging them out the window like A and B units.
227. A better variety of food along with bigger portions.
228. Hot vegetarian meal.
229. Food
230. More respect from staff
231. Shower sanitation ASAP
232. -
233. My absence
234. To have a cleaner environment to live in
235. -
236. The food service needs to change. It takes too long to get too chow. We don't eat lunch till 2 pm and dinner till 7 pm.
237. No controlled movement for recreation. This is a minimum facility.

238. Shut down
239. The way they feed us like little babies. Little portions and food with no taste whatsoever.
240. Case Manager. He should do his job.
241. Get rid of all level twos and make it a level one camp and put more focus on programs. Too much drugs here and people putting us down for being in the Oasis program.
242. Rec
243. Better accommodations for inmates attempting to do well and live appropriately.
244. The power struggle between staff/stop having split yard/ living conditions in C and D unit / make staff as much accountable as the inmates / stop making us hide how we are forced to live when the bigwigs come to inspect.
245. For staff to stop acting like all is well in front of visitors from downtown Columbus. Putting on a show.
246. –
247. Access to programs not by out date.
248. The food!
249. More rec
250. Better Case Managers. Ours doesn't stay engaged or update programs we have completed into ORAS computer.
251. The Case Manager in my unit (C2) refuses to help with my problems.
252. LC board, they think the solution to every problem is to ride you to another facility.
253. Staff do their job and take it serious.
254. Get rid of all the drugs and tobacco.
255. That staff would do their jobs!
256. Teach these cops to stop putting inmates in danger.
257. Staff here lies abuses and mistreats inmates then puts you in the hole and mistreats you and tries to taunt you into attacking them.
258. Staff more professional.
259. Administration.
260. The gangs are out of control.
261. (1) Better portions of food; (2) more education programs; (3) more respect.
262. The COs and other are disrespectful, unfair, and unreasonable.
263. [Executive staff] authority and the COs make false statements. That's why I'm riding out.
264. I will like to see the staff members be more respectful to the inmates and not abuse their power and authority.
265. Respect from staff to inmates and vice versa. Respect is important.
266. Less controlled movement
267. Food, mental health services
268. The way the staff treat us inmates
269. When in the hole waiting to ride to another prison. It should happen within 90 day instead of 240 day.
270. To be treated like a man and not a kid

271. More inmates receive a parole!
272. Administration. Rec staff. Case Managers.
273. The COs will kick you out of the chow hall and refuse meals to inmates.  
Retaliation for questioning things.
274. Less drugs!
275. Establish set rules and follow them every day and stop changing rules every day.
276. Count
277. Treat like a Level 1 prison instead of a Level 3.
278. –
279. Two inmates died this weekend. We need to have a 2<sup>nd</sup> shift nursing supervisor to be change here at Frazier.
280. Staff not looking up your case and telling other inmates so they could do you harm.
281. Better food
282. Better communication level to the authorities. Questions are never answered.
283. More book for FHS and an elevator for the main library for the handy capable.
284. Officers
285. The nurses are very unhelpful for the simplest things. Not all but some.  
Mainly [redacted].
286. Staff workers
287. ?
288. Staff accountability
289. Get it organized, everyone doing their part. COs and staff here do what they want when they want. It's like there is no supervisors here none.
290. Do what your job title is, no more.
291. The food
292. –
293. I'd like to see the guards be more friendly instead of calling us names and more recreation time
294. I would like to see the inmates housed at FHS get better treatment like being in a hospital. This place is still a lock-up with not many things you can do.



# B. INSPECTION CHECKLISTS<sup>265</sup>

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: A1

Inmate Count: 259

		COMMENTS
1. What is the security classification and privilege level of the unit population?	1 - reintegration	(outside workers)
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/>	Sanction <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>
FACILITIES		
3. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 10 Urinals - 8 Sinks - 16 Showers - 20	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	n/a
10. How quickly are maintenance work orders completed?	within 24 hrs.	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	signature
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following all operational?		
- Phones # <u>10</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Laundry Facilities # <u>4 wash 4 dry</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Drinking Fountains # <u>2</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Ice machines # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
- Microwave # <u>3</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	

<sup>265</sup> The checklists here do not include all forms used by CIIC staff during the inspection process.

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	YES	<input checked="" type="radio"/> NO	5, less than 1/2									
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO										
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO										
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1		one floater per shift									
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES	NO										
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	2 per shift		Date 1/24/14 # 5 Date 1/26/14 # 4 Date 1/10/14 # 3									
ACCESS TO CIIC PROGRAMS STAFF												
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>				
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/>	ICRs <input checked="" type="checkbox"/>	HSRs <input checked="" type="checkbox"/>	- must go to Sgt.								
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	2:48	3:05	1/21	2:48	3:05	1/24	8:12	10:05			
DWO	12/27	2:55	3:03	1/3	12:30	12:40	1/10	9:30	9:40	1/17	11:00	11:20 ...
DWSS	1/3	10:20	10:36	1/15	1:30	1:40						
IIS												
UMC	1/24	7:55	10:15									
ADDITIONAL COMMENTS (including inmate communication):												

12-27  
1-27

## AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: A2

Inmate Count: 262

		COMMENTS
1. What is the security classification and privilege level of the unit population?	112	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other <input checked="" type="checkbox"/> Reintegration	GP <input type="checkbox"/>
FACILITIES		
3. How clean are bunk areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 10 Urinals - 18 Sinks - 8 Showers - 20	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	n/a
10. How quickly are maintenance work orders completed?	w/i 24 hrs.	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. How often are shower/toilet facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following all operational? - Phones # <u>10</u> - Laundry Facilities # <u>4 sets</u> - Drinking Fountains # <u>2</u> - Ice machines # <u>1</u> - Microwave # <u>4</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	→ 1 phone wire frayed

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	YES	NO <input checked="" type="radio"/>	8, less than 1/2 2 kept in CO drawer									
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/>	NO										
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/>	NO	last one in december									
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1	2 <sup>nd</sup> - 1	3 <sup>rd</sup> - 1	w/ floater								
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/>	NO										
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	2 per shift		Date 1/9/14 # 5 Date 1/15/14 # 4 Date 1/24/14 # 4									
ACCESS TO CIIC PROGRAMS STAFF												
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>				
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/>	ICRs <input checked="" type="checkbox"/>	HSRs <input type="checkbox"/>	- in CO locker								
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	2:35	2:40	1/21	2:50	2:59						
DWO	1/3	12:35	12:40	1/16	9:35	9:45	1/17	11:10	11:20	1/21	2:50	2:59
DWSS	1/3	10:30	10:45	1/15	1:25	1:30						
IIS												
UMC	12/27	2:48	2:53	1/24	10:20	10:30						
ADDITIONAL COMMENTS (including inmate communication):												

12/27  
1/27

## AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: B1

Inmate Count: 186

		COMMENTS
1. What is the security classification and privilege level of the unit population?	1, 2, 3	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other <u>medical</u> <input checked="" type="checkbox"/>	GP <input type="checkbox"/>
FACILITIES		
3. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 10 Urinals - 8 Sinks - 18 Showers - 26	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	n/a
10. How quickly are maintenance work orders completed?	w/i 24 hrs.	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. How often are shower/toilet facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones # <u>60</u> - Laundry Facilities # <u>4 sets</u> - Drinking Fountains # <u>2</u> - Ice machines # <u>1</u> - Microwave # <u>4</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	- one w/ frayed wires - one broken

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	YES	NO	4, less than 1/2									
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES	NO										
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	YES	NO	last in December									
18. How many officers are on duty per shift?	1 <sup>st</sup> -		w/floater									
	2 <sup>nd</sup> -											
	3 <sup>rd</sup> -											
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	YES	NO										
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>			Date 10/16/13 # 4 Date 1/8/14 # 2 Date 1/2/14 # 1									
ACCESS TO CIIC PROGRAMS STAFF												
21. Are the following posted?												
- Current CIIC Memo	Y <input type="checkbox"/>	N <input checked="" type="checkbox"/>										
- Prison Rape Elimination Act	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>										
- Program Schedule	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>										
- Staff Photos	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>										
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>												
	Kites	<input checked="" type="checkbox"/>										
	ICRs	<input checked="" type="checkbox"/>										
	HSRs	<input checked="" type="checkbox"/>										
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	3:03	3:11	1/21	2:38	2:48						
DWO	1/3	12:35	12:35	1/10	10:30	10:40	1/17	11:00	11:50	1/21	2:38	2:53
DWSS	12/27	3:40	3:50	1/3	10:40	10:50	1/17	5:15	5:30			
IIS	12/28	5:30	5:40									
UMC	1/24	11:20	11:30									
ADDITIONAL COMMENTS (including inmate communication):												

12/27  
1/27

## AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: B2 E+W

Inmate Count: 258

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>Level 1 &amp; 2</u>	
2. Is there a specific unit mission/focus? - <u>education focus dorm</u>	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other <u>Drug Program - one row of West</u> <input checked="" type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>NO ISSUES</u>
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	<u>No hanging towels, etc. but not visible from officer station</u>
5. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>NO ISSUES</u>
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - <u>10</u> Urinals - <u>8</u> Sinks - <u>16</u> Showers - <u>20</u>	
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - <u>0</u> Urinals - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> <u>N/A</u>	
10. How quickly are maintenance work orders completed?	<u>w/in days or two</u>	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> - <u>toilets just need wiped</u> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following all operational? - Phones # <u>6</u> - Laundry Facilities # <u>4 of each</u> - Drinking Fountains # <u>2</u> - Ice machines # <u>1</u> - Microwave # <u>4</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	

2 days
✓ - work now, but chronically broken

STAFF ACCOUNTABILITY													
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO												
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO												
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO		New tag										
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1		+ floater										
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO												
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/> <i>only avail. since Sunday</i>	2		Date # Date # Date #										
ACCESS TO CIIC PROGRAMS/STAFF													
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>												
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>												
STAFF ROUNDS													
<i>Dates</i>	Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
12/26	Ward	1/21	230	240									
1/26	DWO	Act 1/3	1220	1230	Act 1/6	1035	1045	1/9	1/25	1/35	Act 1/10	920	930
	DWSS	12/27	330	350	Act 1/3	1040	1050	1/17	532	542	1/24	225	235
	IIS	Act 12/28	520	525									
	UMC	1/6	1035	1045	1/3	850	905	1/14	1015	1/05	1/24	1122	1140
ADDITIONAL COMMENTS (including inmate communication):													
<p>- Inmate commun. re: spray machines - hot water issues</p>													



## AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: B8-12 (downstairs)

Inmate Count: 234

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1+2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>5% older (12 bay)</u> <input type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- ceilings, pipes eroding BAY 10 - spider webs - fan blades - some lights checked, broken - all in separate bays
4. Are views of beds in dorms obstructed?	(YES) NO	all windows broken
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	- new
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 16 Urinals - Sinks - 12 Showers - 24 (12 in each bay)	
8. How many are inoperative? - Inmate porter asked <input type="checkbox"/> N/A	Toilets - <del>16</del> 2 (long time) <del>and</del> Urinals - 0 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?	w/in the day	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- Bay 9 2 broken toilets urinal + off wall eroding
12. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- rust - paint peel - build up on pipes / Bay 11/12 - rust, black spots all over - build up on walls - paint peeling
13. How often are shower/toilet facilities cleaned? *not always daily	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following all operational? - Phones # <u>6</u> - Laundry Facilities # <u>3 of each</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave # <u>4</u>	Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	→ 1 phone broken, 9 days 2 months

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	YES	NO	- used today, filled nightly									
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	YES	NO										
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	YES?	NO	- New tag									
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1		+ floater									
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	YES	NO	1st shift 1/18 - not always staggered									
20. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	2 per shift		Date	#	* all 1/23 - done 1/26							
ACCESS TO CIIC PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/>	N <input type="checkbox"/> N <input type="checkbox"/> N <input type="checkbox"/> N <input type="checkbox"/>	- updates									
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	12/27	2:10	2:21	1/10	8:28	8:52						
DWO	Act 12/27	3:15	3:25	Act 1/2	11:00	11:20	Act 1/13	9:40	9:50	1/23	3:09	-
DWSS	12/27	3:00	3:15	1/10	9:15	10:05	1/24	1:45	-			
IIS												
UMC	12/27	3:15	3:25	1/2	11:00	11:20	1/14	8:02	8:15			
ADDITIONAL COMMENTS (including inmate communication):												
* Flooding when ever rains												

## AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: C<sup>2</sup> unit

Inmate Count: 211

		COMMENTS
1. What is the security classification and privilege level of the unit population?	<u>1</u>	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> Other <u>Oasis</u> <input checked="" type="checkbox"/>	GP <input type="checkbox"/>
FACILITIES		
3. How clean are bunk areas?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>very orderly</u>
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>No me dayroom, just program areas</u>
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - Urinals - Sinks - Showers - Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	<u>4 toilets in a bay + 1 extra 5 sinks 5 shower heads 0 urinals</u>
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>		
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	<u>N/A</u>
10. How quickly are maintenance work orders completed?	<u>depends - can take weeks</u>	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	<u>However, soap accumulation floor of 3</u>
13. How often are shower/toilet facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	<u>2x per day</u>
14. Are the following <u>all</u> operational? - Phones # <u>6</u> - Laundry Facilities # <u>1</u> - Drinking Fountains # <u>1</u> - Ice machines # <u>1</u> - Microwave # <u>3</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	<u>Have to take laundry downstairs</u>

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
18. How many officers are on duty per shift?				1 <sup>st</sup> - 1 + back 2 <sup>nd</sup> - 3 <sup>rd</sup> -								
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		watch for staggering on 3rd						
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>				2 per shift		Date 1/26 # 4		no documentation from 1/23 - 1/8				
				Date 1/23 # 4								
				Date #								
ACCESS TO CIIC PROGRAMS STAFF												
21. Are the following posted?				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
- Current CIIC Memo				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
- Prison Rape Elimination Act				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
- Program Schedule				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
- Staff Photos				Y <input checked="" type="checkbox"/> N <input type="checkbox"/>								
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/>								
				ICRs <input checked="" type="checkbox"/>								
				HSRs <input checked="" type="checkbox"/>								
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/10	8:54	9:20									
DWO	Acting 1/13	9:30	9:40	1/23	3:00	3:10						
DWSS	1/16	9:45	9:55	1/24	1:15	1:45						
IIS												
UMC	1/14	7:40	8:00									
ADDITIONAL COMMENTS (including inmate communication):												

1/8  
1/26

## AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D1

Inmate Count: 222

		COMMENTS
1. What is the security classification and privilege level of the unit population?	Level 1 & 2	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <input type="checkbox"/> GP <input checked="" type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 20 Urinals - 4 Sinks - 22 Showers - 29	12-4, 11-4, 9-4, 8-4, 7-4 12-1, 11-1, 9-0, 8-1, 7-1 12-4, 11-4, 9-6, 8-4, 7-4 12-6, 11-6, 9-5, 8-6, 7-6
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 0	12-0, 11-0, 9-0, 8-0, 7-0 12-0, 11-0, 9-0, 8-0, 7-0 12-0, 11-0, 9-0, 8-0, 7-0 12-0, 11-0, 9-0, 8-0, 7-0
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
10. How quickly are maintenance work orders completed?	- immediately	
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- old with rust on some urinals
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- chipped paint + - water stains
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following all operational? - Phones # <u>6</u> - Laundry Facilities # <u>4w, 4d</u> - Drinking Fountains # <u>2</u> - Ice machines # <u>1</u> - Microwave # <u>3</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	e e

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	-a few bottles need filled										
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO											
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO											
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1	-one officer floats between D1 + D2										
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	<del>not</del> staggered on 1 <sup>st</sup> shift										
20. How many shakedowns are performed on each shift? -Log observed <input checked="" type="checkbox"/>	2	Date 1/4 # 6 Date 1/12 # 6 Date 1/16 # 0										
ACCESS TO CIG PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>											
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	1:32	1:48	1/21	3:33	3:45						
DWO	12/26 Acting 12/27	3:05	3:11	1/3 Acting	12:45	12:55	1/10 Acting	9:40	9:58	1/17	11:30	11:40
DWSS	1/24	12:50	1:05									
IIS	12/28	5:06	5:10									
UMC	12/27	3:05	3:11	1/24	10:50	11:05						
ADDITIONAL COMMENTS (including inmate communication):												

12/26  
through  
1/26

more

AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: D2

Inmate Count: 220

		COMMENTS										
1. What is the security classification and privilege level of the unit population?	Level 1 & 2											
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Faith-Based <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input checked="" type="checkbox"/> Other <u>reintegration</u> <input checked="" type="checkbox"/>											
FACILITIES												
3. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>											
4. Are views of beds in dorms obstructed?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>											
5. How clean are common areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>											
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>											
7. Bathroom facility count	Toilets - 24 Urinals - 1 Sinks - 37 Showers - 20	1-4, 2-4, 3-4, 4-4, 5-4, 6-4 1-1, 2-0, 3-0, 4-0, 5-0, 6-0 1-7, 2-7, 3-7, 4-7, 5-7, 6-7 1-4, 2-4, 3-4, 4-4, 5-4, 6-4										
8. How many are inoperative? - Inmate porter asked <input checked="" type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 2	1-0, 2-0, 3-0, 4-0, 5-0, 6-0 1-0, 2-0, 3-0, 4-0, 5-0, 6-0 1-0, 2-0, 3-0, 4-0, 5-0, 6-0 1-2, 2-0, 3-0, 4-0, 5-0, 6-0										
9. If any of the above are inoperative, have maintenance work orders been submitted?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>											
10. How quickly are maintenance work orders completed?	as soon as they can											
11. How clean are toilets/urinals? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>											
12. How clean are shower facilities? - Inmate porter asked <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	- chipped paint - Soap Scum/residue										
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>											
14. Are the following all operational?	<table border="0"> <tr> <td>- Phones # <u>6</u></td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Laundry Facilities # <u>20</u></td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Drinking Fountains # <u>7</u></td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Ice machines # <u>1</u></td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> <tr> <td>- Microwave # <u>08</u></td> <td>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></td> </tr> </table>		- Phones # <u>6</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Laundry Facilities # <u>20</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Drinking Fountains # <u>7</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Ice machines # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	- Microwave # <u>08</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>
- Phones # <u>6</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Laundry Facilities # <u>20</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Drinking Fountains # <u>7</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Ice machines # <u>1</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											
- Microwave # <u>08</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>											

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	→ a few bottles empty										
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO											
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO											
18. How many officers are on duty per shift?	1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1	1 officer floats between D1 + D2										
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	-not always staggered on 3rd shift										
20. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>	2	Date 1/4 # 6 Date 1/12 # 4 Date 1/16 # 11										
ACCESS TO CIIC PROGRAMS, STAFF												
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos	Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	-CIIC Member photos posted										
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>	Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>											
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	1/6	1:49	2:24	1/21	?	?						
DWO	Acting 12/27	3:05	3:10	Acting 1/3	12:40	12:45	Acting 1/10	10:05	10:15	1/17	11:20	11:30
DWSS	12/27	3:20	3:37	12/31	9:40	10:15	1/24	1:00	1:10			
IIS	12/28	5:05	5:12									
UMC	12/27	3:05	3:10	Acting 1/10	1:42	1:52	1/24	10:35	11:15			
ADDITIONAL COMMENTS (including inmate communication):												

12/26  
through  
1/26

more



AREA INSPECTED: HOUSING DORMS

HOUSING UNIT: F1C

Inmate Count: 137

		COMMENTS
1. What is the security classification and privilege level of the unit population?	1-3	
2. Is there a specific unit mission/focus?	Merit <input type="checkbox"/> Sanction <input type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other <u>HOUSEKEEPING ZONE</u> <input checked="" type="checkbox"/>	
FACILITIES		
3. How clean are bunk areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
4. Are views of beds in dorms obstructed?	<u>YES</u> NO	
5. How clean are common areas?	Exceptional <input checked="" type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
6. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	
7. Bathroom facility count	Toilets - 8 Urinals - 6 Sinks - 22 Showers - 14	some shower heads broken
8. How many are inoperative? - Inmate porter asked <input type="checkbox"/>	Toilets - 0 Urinals - 0 Sinks - 0 Showers - 21	slot is broken in some general construction
9. If any of the above are inoperative, have maintenance work orders been submitted?	<u>YES</u> NO	
10. How quickly are maintenance work orders completed?	within 24 hours	
11. How clean are toilets/urinals? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
12. How clean are shower facilities? - Inmate porter asked <input type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	need power washed soap middles rust stains floors look ok
13. How often are shower/toilet facilities cleaned?	Every shift <input checked="" type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/>	
14. Are the following <u>all</u> operational? - Phones # <u>6</u> - Laundry Facilities # <u>1</u> - Drinking Fountains # <u>4</u> - Ice machines # <u>2</u> - Microwave # <u>3</u>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	I went down 1/27

STAFF ACCOUNTABILITY												
15. Are appropriate cleaning materials in locked container and at least half full? -Container checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO								
16. Is the first aid box secured? -First Aid box checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO		EN CHARTS X2 (1 per floor) in addition to FAK						
17. Is the fire extinguisher receiving monthly inspections? -Extinguisher checked <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO		last inspection DEC 13						
18. How many officers are on duty per shift?				1 <sup>st</sup> - 1 2 <sup>nd</sup> - 1 3 <sup>rd</sup> - 1		MANY FLOTTERS IN/OUT OF FACILITY ALL DAY						
19. Are officers performing security checks at staggered, 30 min intervals? -Log observed <input checked="" type="checkbox"/>				<input checked="" type="radio"/> YES NO		COST TIME CAUTION OFF						
20. How many shakedown are performed on each shift? -Log observed <input checked="" type="checkbox"/>				2		Date 1/5 # 4 Date 1/8 # 2 Date 1/18 # 3						
ACCESS TO CIIC PROGRAMS/STAFF												
21. Are the following posted? - Current CIIC Memo - Prison Rape Elimination Act - Program Schedule - Staff Photos				Y <input type="checkbox"/> N <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input checked="" type="checkbox"/> N <input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/>		Plea Memos						
22. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites <input checked="" type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs <input checked="" type="checkbox"/>								
STAFF ROUNDS												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	12/27	901	952	1/14	105	127						
DWO	12/27	960	930	1/2 *	1040	1047	1/13	955	1005			
DWSS	12/27	220	230	1/3	1050	1058	1/4	847	910	1/6	1225	1245
IIS	12/23	500	534	1/1								
UMC	12/19	830	835	1/16	1050	1100						
ADDITIONAL COMMENTS (including inmate communication):												

2/15  
1/15

Director: ETC

Facility: 7C1  
Date: 1/28/14
**AREA INSPECTED: INMATE HEALTH SERVICES**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	21	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Exam Rooms	12	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Infirmary Beds	18	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Records Areas	2	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Bathrooms	6	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Waiting Area	1	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Is the space available sufficient to perform duties?		<input checked="" type="radio"/> Yes <input type="radio"/> No	Comments:	
Do other government agencies inspect your facility?		Yes <input checked="" type="radio"/> No	Which agencies and how frequently?	
SAFETY and SANITATION				
Review documentation of cleaning schedule if necessary. <i>- no documentation that shower in the infirmary has been cleaned</i> <i>- shower needs cleaned</i>				
Observed <input checked="" type="checkbox"/>				
Overall appearance of infirmary.	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>		Comments:	
Are clearly marked sharps/ biohazard containers present in all exam rooms?	<input checked="" type="radio"/> Yes <input type="radio"/> No		Comments: <i>in observed exam rooms and in dialysis center</i>	
Observed <input checked="" type="checkbox"/>				
Are officers making frequent checks of inmates housed in cells	<input checked="" type="radio"/> Yes <input type="radio"/> No		Comments: <i>q20-30 minutes</i>	
Observe officer log <input checked="" type="checkbox"/>				
<i>OSU MDs see all renal pts, onsite, also see @ from CNL, CRL, FOMC</i> <i>432 chairs for dialysis</i> <i>center very busy, mostly every chair filled, in good order</i>				

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

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

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

STAFFING and ADMINISTRATION				
MD/ALP 2	NP 3	RN 41 SAdmin	LPN 22	DDS 4 140 1224
DDS Asst 4	Hygienist 1	Radiology 1	Phlebotomy 2	HIT 7
Diet Tech 2	QIC 1	Other AHCA-1		
Do you have consistent physician/ALPs? (ALPs > 1 year) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments: Hale, Arthur 7-1-13 Saul, Kenneth 4-22-13 Aduse, Gpoken NP 6-17-13 Cottrill, Kelly NP 10-6-13		
List any vacancies: (include length of time vacant) promotions or transfers to private sector		Comments: 1 RN Dec 13 1 RN Nov 13 1 RN Jan 14 1 LPN 1-26-14 *transferred to other facilities		
List any contract staff		Comments: See attached list		
Are there any current concerns related to their performance? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments: HITs, STAs - professional attitude and the ability to communicate w/ staff and inmates		
What is the annual average turnover of nursing staff?		Comments:		
What are some of the reasons nurses leave?		Comments: Promotion, Traveling distance, transfers		
Do supervisors work late shifts to monitor operations?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How often? variable recesses at noon that over a quarter.	
Do interdisciplinary meetings occur with departments?		Comments		
Mental Health		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Security		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Recovery Services		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		

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

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

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

<b>Is information provided to new inmates regarding how and when to seek medical care?</b>		<input checked="" type="radio"/> Yes <input type="radio"/> No	<b>How?</b> On intake & on all encounters with pts
<b>Are inmates educated when changes to their treatment plan made?</b>		<input checked="" type="radio"/> Yes <input type="radio"/> No	<b>How?</b> during Tx time, after <del>exam</del> review of consults, new orders.
<b>Are inmates with special needs or infectious diseases provided with education/counseling?</b>		<input checked="" type="radio"/> Yes <input type="radio"/> No	<b>Types?</b> HIV, Flu, H1N1, Scabies.
<b>Chronic Care Clinics</b>			
<b>How many inmates are in Chronic Care?</b> 1108		<b>Total all clinics?</b> 2029	
<b>Cardiac</b> 506	<b>Liver(HepC)</b> 395	<b>Lipid</b> 345	<b>Pulmonary</b> 238
<b>Diabetes</b> 178	<b>Gen Med</b> 185	<b>HIV</b> 34	<b>Oncology</b> 26
<b>PPD(TB)</b> 21	<b>Seizure</b> 60	<b>Pain</b> 41	<b>Other</b> 8
<b>Is there a backlog among Chronic Care clinics beyond 15 days?</b>		<input type="radio"/> Yes <input checked="" type="radio"/> No	<b>How many?</b> - most CC @ seen 90 days None
<b>Number of Chronic Care appointments in last 90 days:</b> 596		<b># of Chronic Care inmates who are no shows in past 90 days:</b> 144 - outside workers, drug, mental - or 1 garage 10 inmates, 25%	
<b>What measures are taken to ensure compliance?</b>		<b>Comments:</b> Education during visits most outside workers now seen on Fridays, change implemented 2 months ago	
<b>Are Patient satisfaction surveys conducted?</b>		<input checked="" type="radio"/> Yes <input type="radio"/> No	<b>Comments:</b> Through QM program - monthly in LTC unit - quarterly ad-hoc - annual health fair - entire pop

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

Facility: PCI  
Date: \_\_\_\_\_

	Response Time?	Broken?
Kites (last 6 months)	755 2-3 days	
Nurse Sick Call (from Health Service Request)	17302	none
Doctor Sick Call (from nurse referral)	5476	none
Outside Consults (from doctor referral)	816	none

EQUIPMENT		
Is all medical and dental equipment operational?	Yes <input checked="" type="radio"/> No <input type="radio"/> <i>Dentally</i>	How long for repair:
The Infirmary Crash Cart/ <i>EMT box</i> is accessible and sealed? Observed <input checked="" type="checkbox"/>	Yes <input checked="" type="radio"/> No <input type="radio"/> <i>X-ray - 2 before machine</i>	<i>both - contractor scheduled to repaired</i>
Any specialized or additional equipment needed?	Yes <input type="radio"/> No <input checked="" type="radio"/>	Comments
<b>ROUTINE MEDICAL RECORDS</b>		
How are records kept secure to ensure confidentiality? Observed <input checked="" type="checkbox"/>	Comments: <i>In locked medical staff channel.</i>	
How soon after intake are inmate medical records reviewed to ensure continuity of care between facilities?	Comments: <i>Immediately upon arrival to Med. by.</i>	
How frequently are patient records audited?	Comments:	
How are staff trained on departmental policies and procedures?	Comments: <i>When new policies come out, and any new protocols 3 wks.</i>	
Does staff receive training in emergency	Yes <input checked="" type="radio"/> No <input type="radio"/>	How Often? <i>upon employment quarterly</i>

Inspector: GTC

Facility: PC  
Date: \_\_\_\_\_

response and equipment? Are drills conducted?	Drills are played. Drills are conducted by staff.	
What is the response time to emergencies?	4 minutes	
Statutes since January 2012		
2012 30 2013 25 2012-56 2013-32	Expected Deaths	12-30 13-25
	Unexpected Deaths	0
	Suicides	0
	Homicides	0
	MRSA Cases	12-56 13-32
List cause of death for each case:	See listing	

~~for~~ Seeking approval for RT and OT - Central Office  
Reviewing justification for need.

Inspector: GTG

Facility: PC1

Date: 1/28/13
**AREA INSPECTED: MENTAL HEALTH SERVICES**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	13	<u>Yes</u> No	<u>Yes</u> No	1 whole building for MHS services
Conference Rms	2	<u>Yes</u> No	<u>Yes</u> No	
Classrooms	2	<u>Yes</u> No	<u>Yes</u> No	
Records Areas	1	<u>Yes</u> No	<u>Yes</u> No	
Crisis Cells				
Describe number of crisis cells and location: <u>2 HHS</u> <u>2 SSA - SMD</u>				
How clean are the crisis cells?	Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> <u>HHS</u> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>			
Do crisis cells have clear visibility?	<u>YES</u> NO			
Do cells have protective secure screening on the windows and are they intact?	YES <u>NO</u>			
Provide most recent safe cell checklists for review	Comments:			
STAFFING				
Psychiatrist <u>1 (Director of MHS)</u> <u>2 SSA - HHS</u>	Psychologist <u>1</u>	APN-MH <u>0</u>	RN <u>3</u>	Psych Asst. <u>3 - MHS</u>
LSW <u>1</u>	LISW <u>0</u>	SW <u>0</u>	PC <u>0</u>	MHA <u>1</u>
QIC <u>1 - Shared - MHS</u>	Other <u>1 - HIT</u>			
List any vacancies		<u>(3 vacancies) severe resources upon vacancy</u> <u>- SW/psych assistance, MHA</u> <u>- 1 MHA, 1 position to LSW - open not posted (open not posted)</u>		
List any contract staff		<u>- HIT</u> <u>- 1 contract RN to fill in short term</u>		

- not running a lot of groups running right now
- a lot of documentation obligations
- case load has doubled since last July

Limited staff in MHS have prevented out reach to general population = higher seg population.



2,174

Inspector: CTG

Facility: PC

Date: 1/28/13

MENTAL HEALTH SERVICES CONT.

CASELOAD			
Total Caseload	# 349	Non-Psychiatry Backlog?	
Number of C1/SMI	# 215	<del>5 backlog</del> $\phi$ C2 130 310 total, 9 that don't get rx	
How many inmates are on the MH Caseload are in segregation?	# 34	How many are C1/SMI?	# 14
Any inmates on mandated medications?	# 1	Types?	
Number of watches (constant, close, MHO in past year) 2013	Constant # 81	Close # 21	MHO # 34
Suicide Attempts (past year)	# $\phi$	Most Common Method: <i>no serious attempts</i>	
Self-Injurious Behavior (past year)	# 1	1 - since July, not an issue at facility	
Inmates Transferred to RTU (past year) 2013	# 3	Average wait time per inmate? ITP=11 (<1 wk for RTU) (<1 wk for ITPs)	
ACCESS			
		Response Time?	Backlog?
Mental Health Requests (review kite log for last 90 days)	81	w/in 4 days	-none
Referrals (review Mental Health evaluation/referral log for last 90 days)	3	w/in 14 days	Number past two weeks divided by total number completed timely: $\phi$
Segregation Rounds	Frequency? <i>weekly</i>	Issues reported? <i>want needs, general inmate concerns</i>	Assessment post-seg placement? <i>not always moving in that direction if noted by 2 released from seg</i>
Time period for initial psychiatry appointment?	-it depends on the amount of psychiatric coverage which is not always available - none in October - still behind		
What information is provided to new inmates re MH care?	- not orientation provided by unit staff - access, services available, composition of staff		
CRISIS PREVENTION			
What strategies do you employ for crisis intervention?	- staff assigned to walk-ins and crisis 7 weekly basis - rotation - staff coordinated response		
What measures are taken to prevent suicide?	- similar to crisis intervention, help develop plans if depends on constant issues inmates express thoughts of self h. in - train unit staff, responsive to inmate concerns		

ITPs: intermediate to RTU, quick access vs RTU (look at number of transfers to ITPs) *from - minor coverage*  
 RTUs: no conferences btwn institutions and RTUs on *October - no coverage*  
 - haven't had regular psychiatry for better part of year - *from Jan to April - no pps June to Aug - released*  
 - *while - have nothing Aug to Sep sporadic*

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

Facility: PCI  
Date: 1/28/13

**MENTAL HEALTH SERVICES CONT.**

RESTRAINTS				
Have restraints been used on any inmates in the past year?	Yes <input checked="" type="radio"/> No	Total #?	# on MH caseload?	Type of restraint?
If yes to above, how long were inmates in the restraints?		How often are inmates in restraints checked by staff?		
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: <i>COs in special 2-day MH training previous 2 yrs, no training. In last six months, a lot of training has been conducted.</i>			
ACCOUNTABILITY				
What is the system for maintaining patient and record confidentiality?	<i>Ensuring files are secured, not have unattended</i>			
How do you ensure that mental health information is kept current on DOTS?	<i>MHL makes sure its updated, RN updates rx into HLT reviews, assigns to MHL MHL spotchecks DOTS, files to ensure up to date</i>			
Is the MH caseload list distributed weekly?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Who receives? to unit staff, medical UMC, (not security supervisors receive)		
Do interdisciplinary meetings occur with the following departments?	Describe: <i>Quarterly, or monthly or PRN issues</i>			
Medical	<input checked="" type="radio"/> Yes <input type="radio"/> No			
Security	<input checked="" type="radio"/> Yes <input type="radio"/> No	<i>Qtrly spmt/QA meetings or more often for critical issues - weekly operational mings.</i>		
Recovery Services	<input checked="" type="radio"/> Yes <input type="radio"/> No	<i>Share a lot of same clients, good relationship. co-working that groups</i>		
Outside of the QIC process, how frequently are patient records audited?		Describe: <i>monthly</i>		

- enhance relationship w/ security  
- 3rd psych supervisor in 15 min  
→ requesting contract staff to fill in

Inspector: ATC

Facility: PC

Date: 1/28/13

**MENTAL HEALTH SERVICES CONT.**

What actions are taken if errors are revealed through the audit?	- action plans for addressing identified concerns
<b>PROGRAMS</b>	
What evidence-based MH programs are currently offered to inmates?	<p><del>more EPB</del>                      programs being conducted by unit staff                      (A.E.T., Anger mgmt, Stress mgmt, healthy living)                      → being provided by MH</p> <p>- Not running a lot of groups right now                      - many of them being run by one staff member</p>
Any additional programs offered?	- med mgmt program / change / compliance
How many inmates participate in the programs?	30 + inmates
How many treatment programs have been scheduled in the past 90 days?	551 yr 2013
How many treatment programs have been conducted in the past 90 days?	524 HOD (only 27 curricular)

- staff feeling overwhelmed, increased caseload, requirements
  - ↳ things gotten off track during previous visit
  - ↳ no documentation of wellness groups
  - ↳ groups w/ no ID on caseload in programs

Documentation is woefully deficient →

- 551 - programs serving non-MH population
- 524 - not serving the correct population - prioritize

$$\begin{array}{r} 411 = 136 \\ 411 = 139 \\ \hline 4 \end{array}$$

Inspector: GTC

Facility: PCI

Date: 1/29/14
**AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices	5	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	- sharing w/ other depts.
Class Rooms	6	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Is the space available sufficient to perform duties?		<input checked="" type="radio"/> Yes <input type="radio"/> No	Comments:	
STAFFING and ADMINISTRATION				
List all staff working in recovery services: C. SIMPSON RBS P. RODGERS J. Henderson				
What additional duties outside recovery services does these staff perform? KIB 1KWA PRC PILOT PROJECT (D/A VIOLATIONS- REINT UNIT) ASSIST IN SHUTDOWNS 1-2 yr EEO COMMITTEE CRISIS NEGOTIATION BLACK HISTORY COMMITTEE				
What is the instructor to student ratio? 1:15				
List any vacancies: 2 (include length of time vacant) RBS OCT 2013 AND DEC 2013		Comments: - PROGRAM COORDINATOR VACANCY ON HOLD RE-HIRING - PROGRAM COORDINATOR II VACANCY HAS NOT BEEN POSTED		
Are contract staff utilized? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		1- CORRECTIONAL PROB COORDINATOR (MAXIM)		
Are there any current concerns related to their performance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Comments:		
Are inmate graduates used to facilitate programming? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		PROGRAM AIDS - TRP/10P, CLASSED AS AIDS AFTER COUNSELING - (AA/NA, 12-STEP, REINTEGRATION, CAPA DRA, SMOKING CESSATION, MARIJUANA ED, AA TERM STUDY, NA HCC/UNITY MEETING		
Are there any current concerns related to their performance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		DON'T AWESOME JOBS		
Do you utilize volunteers? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> How Many? NINE		How Utilized: 4 consistent for AA/NA MEETINGS WTO SPOKING IN SPEAKERS. 2 for CA 2 for ORIA 1 for NA		
INMATE OUTREACH AND PARTICIPATION				
What efforts are made to reach out to inmates who do not admit to a need for recovery services?		WEEKLY MEETINGS - PROGRAM AIDS SPEAK TO NEW AND MINUTES ABOUT SERVICES PROVIDED - TO GET INTO THE MUST SIGN UP, SLOUCH PAYS - ENCOURAGED TO STAY MEETINGS		

Inspector: GTH FUTURE  
 - CAGE-OWN KITCH  
 - IN SCHOOL  
 - ARE THEY A MEMBER OF A PROSECUTIVE CIVIL ENFORCEMENT  
 - ASSESS MOTIVATION IN CHARTS, RUBIX, OTHER PROGRAM COMP  
 Facility: PCI  
 Date: 7/24/14

Describe efforts to prepare inmates to successfully complete recovery services programming	- 4 WK - TRP - ORIENTATION PHASE TO SEE IF CLIENT READY TO MOVE ON - SCHOOL, ORIENTATION PATROLWORK
What efforts are made to retain inmates in programs?	- MEET w/ CLIENT 2x MONTH - ONE ON ONE MEETING (FOR POL) - TREATMENT TEAM MEETINGS TO ASSESS ISSUES - PEER SUPPORT GROUP
What support do you receive from other departments (security, mental health)?	GOOD RELATIONSHIP - w/ OTHER DEPT EDUCATION, UNIT STAFF (DANIEL - RESOURCES) MH IS SENDING CASeload TO ID MH w/ ISSUES
Are there any special recovery services units or living quarters?	OASIS - THERAPEUTIC COMMUNITY 9-10 AM GONE TO INTERVIEW MORE TO COLLABORATE MORE 1 PP - SENTENCED ON JUDGES SHIRLEY EXPERTISE
How does your staff conduct outreach to family or incorporate them into recovery?	- NOT AT THIS TIME DUE TO STAFF SHORTAGE - INTEND TO START FAMILY PROGRAM, SIMILAR TO <del>Family</del> OASIS
Describe the efforts to connect inmates with resources in the community.	USE VOLUNTEERS FROM COMMUNITY, DIRECTOR OF MEETING LOCATIONS, RESOURCES IN COMMUNITY, ASSISTANCE w/ TRANSPORTATION - EVERYONE GOES TO ONE STOP PROGRAM FROM 4 PULLERS

WILL NOT TO WORK

RECORDS MANAGEMENT

Are all records stored in a locked filing cabinet?		Comments: LOCKED IN A ROOM
<input checked="" type="checkbox"/> Observed		
How often are records audited to ensure they have all information required by 70-RCV-02?	QUARTERLY VIA QIC, AND READMIN	Comments:
How often does the recovery services quality improvement committee meet?	QUARTERLY	Comments: NSL, QIC, BLISS

DUI OFFENDERS

How many DUI offenders are currently in the prison?	Comments: 55 w/ < 28 MONTHS
How many DUI offenders are enrolled in programs?	Comments: 8 SOME COLLING QIC THEY ARE GOING TO OASIS, SOME TO REINTEGRATION

Additional Comments and Information:

- GOAL TO BRING IN MORE VOLUNTEERS TO EXPAND PROGRAMMING -
- 1 PP/OASIS CONTACT GEORGE WATKINS x 2398 - DIRECTOR  
RAULPH ANTHONY x 3292

Inspector: GTC

Facility: P21  
Date: 1/29/14

2288  
@ 2pm

*Don't know how to fill info up ↓*

ENROLLMENT DATA	
How many inmates are assessed as:  Total= <u>1840</u>	R0: <u>263</u> R1: <u>159</u> R2: <u>314</u> R3: <u><del>1840</del> 1102</u>
How many R2 and R3 inmates are <u>currently</u> enrolled in programs?  Total ENROLLED= <u>26</u>	R0: R1: R2: <u>9</u> R3: <u>17</u>
How many R2 and R3 inmates have <u>completed</u> programming in the <u>past year</u> ?  Total COMPLETED= <u>196</u>	R0: R1: R2: <u>25</u> R3: <u>157</u>
How many of R2 and R3 inmates are on the <u>wait list</u> ?  Total WAITLISTED= <u>264</u>	R0: R1: R2: <u>57</u> R3: <u>207</u>
Number of Groups Held vs Number of Groups Cancelled	
Number of treatment groups scheduled in the past 90 days?	<u>159</u>
Number of groups held in the past 90 days? <i>80%</i>	<u>129 = 81%</u> <u>institutional needs = gym, closed yard, warden meeting in service trailers</u>

Inspector: GTG

Facility: PCJ  
Date: 1/29/14

RECOVERY SERVICES PROGRAMMING	
List all recovery services programs conducted at the institution by program name, enrollment by recovery services level, and total number completed in previous year: July 1, 2012 to June 30, 2013	
Program name	Completion by recovery services level
Name: <u>TRP</u> Total Enrolled: <u>88</u> Total Completed: <u>71</u>	R0: R1: R2: <u>11</u> R3: <u>60</u>
Name: <u>IOP</u> Total Enrolled: <u>95</u> Total Completed: <u>36</u>	R0: <u>= 2- NO RSL'S</u> R1: R2: <u>7</u> R3: <u>27</u>
Name: <u>PMaint</u> Total Enrolled: <u>38</u> Total Completed: <u>32</u>	R0: R1: R2: <u>4</u> R3: <u>28</u>
Name: <u>AA</u> <u>ROSS</u> <u>MONTHLY ATTENDANCE</u> <u>DEC 2013 = 2- 1948</u> Total Enrolled: <u>-</u> Total Completed: <u>-</u>	R0: R1: R2: R3:
Name: Total Enrolled: Total Completed:	R0: R1: R2: R3:

Terminations IOP  
- Some released  
- Discipline  
- Refused TMT

CA = avg 140-150/mty  
AA = avg 190-200/mty  
NA = avg 150-160/mty

Recovery Services = 2- 1948  
Supplemental

DEC 2013  
RECOVERY SERVICES ORBITED SUPPLEMENT SERVICES = 2- 1948  
- AA - NA How + Why  
- NA - RETC Tack  
- ORA - AA TEXT  
- 12 STOP VIDEO 4 - RECOVERY SERVICES ORBITED  
- SMOKING CESSATION for 1948-1949  
- MATJMANNA EDU

Inspector: J. JohnsonFacility: PC-1Date: 1-28-14

## AREA INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS			
1. What is the atmosphere of the dining hall upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	<del>Unpleasant</del> Tuition allowed			
2. How many staff are assigned to supervise inmates in the dining hall?	1 <sup>st</sup> - 3 2 <sup>nd</sup> - 3				
3. Menu on the day of the inspection.	<del>Menu</del> Hot dogs				
4. Inmates rated the meal:	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input checked="" type="checkbox"/>	Acceptable <input checked="" type="checkbox"/>			
5. CIIC rated the meal:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input type="checkbox"/>			
6. Are groups of inmates predominately mixed races or segregated races?	Segregated				
7. How clean is the dining area?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input type="checkbox"/>			
8. What is the temperature of the food in the serving line?	Item	Before	During	After	
Baked on 1-27-14 Menu	Meat & Potatoes	190	185	165	
	Potatoes	170			
	Green Beans	160	160	160	
9. Are trays scraped in a different area from the food serving line?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
KITCHEN PREP AREA (Including tools and equipment)		COMMENTS			
10. How clean is kitchen area?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input type="checkbox"/>	Acceptable <input checked="" type="checkbox"/>			
11. Does the equipment appear to be clean?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Some is clean, in use			
12. Is a chit system used to issue tools to inmate workers?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
-Chit closet observed <input checked="" type="checkbox"/>					
13. Is the quantity of the food served according to the menu?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
14. Is soap available in the inmate/staff bathroom?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
15. Are knives issued according to procedure?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	Brazing is prohibited			
If so, are inmates supervised	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
16. What is the date of last fire equipment inspection?	DATE: <u>January 2014</u>				
-Extinguisher checked <input checked="" type="checkbox"/>					
17. What is the date of the last inspection by health inspectors? Did the facility pass?	DATE: <u>1-28-14</u>	<u>PASS</u> FAIL			
	Main Issue/Concern: <u>3 issues (Hygiene Facility Issues)</u>				
18. What is the date of the last visit from the DRC Food Service Contract Monitor?	DATE: <u>January 6, 2014</u>				
	Main Issue/Concern: <u>Some cleaning &amp; sanitation concerns</u>				



Inspector: Gachman

Facility: PC-1  
Date: 1-28-14

19. Have there been any recent concerns regarding inmate health issues due to food?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
Are 72-hour test trays used?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
20. How often is the cooking equipment sanitized?	<u>After each use</u>	
21. Is a kite log maintained? Inmates' Biggest Concern(s)? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Mixing items (substitutions) Food temperature portion size</u>
22. Monthly Inventory and Usage Report Maintained? -Previous month log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
23. Are all chemicals secured? -Log observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Chemical box Stored in bathroom</u>
24. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
25. Are there open trash containers near food preparation or dish wash areas?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
<b>FOOD STORAGE AND APPLIANCES</b>		<b>COMMENTS</b>
26. The number of appliances?	Freezers- <u>5</u> Coolers- <u>3</u> Grilles/Skillets- <u>2</u> Ovens- <u>2</u> Kettles- <u>4</u>	
27. Are any appliances in need of repair? -Service Call or work order requested <input checked="" type="checkbox"/>	<u>2 ovens</u>	
28. Are there any visible facility maintenance concerns?	YES <input checked="" type="radio"/> NO <input checked="" type="radio"/>	<u>Dairy cooler maintained see previous or Request Substitution</u>
29. Are there any standing puddles of water on the ground?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>near the kettle - Vegetables</u>
30. Do the coolers and freezers appear orderly and clean? Is there ice on the floor of coolers?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<u>Some frozen food on ground of freezer</u>
31. Is stored food wrapped and dated? Storage shelves observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
32. Are containers of food stored off of the ground?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
33. Is the shelf-life of non-perishable items less than 90 days?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
34. Is the shelf-life of perishable items less than 7 days?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
35. The date of the most recent delivery for the following items: Dairy- <u>January 28, 2014</u> Meat-		
36. Is a safe distance maintained from the top of the stored food to the ceiling?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
37. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
<b>INMATE WORKERS</b>		<b>COMMENTS</b>
38. How many inmate workers are assigned to the food services department	<u>50-70 Avg per shift</u>	<u>(120 inmates total)</u>

Inspector: Gachson

Facility: PC1  
Date: 1-28-14

39. How are inmates selected?	Unit Staff		
40. What is the monthly wage?	<del>\$18.00</del> \$18 - \$24 D-RS Monthly pay		
41. When do inmates receive performance evaluations?	YES	NO	Monthly
Are raises available for good performance?	YES	NO	
42. Are all inmate workers trained regarding proper hygiene? -Forms observed <input checked="" type="checkbox"/>	YES	NO	
43. Are all inmate workers trained on proper handling of equipment? -Forms observed <input checked="" type="checkbox"/>	YES	NO	
44. Are all inmate workers and staff wearing hair nets and gloves?	YES	NO	
45. How could the current program be improved?			
INCENTIVE PROGRAMS		COMMENTS	
46. Are incentive programs offered to increase inmate participation?	YES	NO	
47. How many inmates participate in the program(s)?	Some		
48. How are inmates selected?	-All Food Service Workers -Inmates <del>best</del> must be in place 22 days of observation		
49. What is the monthly wage?	\$10, \$15, \$20 Must be in attendance 22 days per month		
50. Do inmates receive performance evaluations?	YES	NO	Level 1 Work Based on 3 level
If so, are raises available for good performance?	YES	NO	
LOADING DOCK		COMMENTS	
51. Is the trash dock free of odors, loose garbage bags, and bugs?	YES	NO	
52. Are there any current pest issues?	YES	NO	
53. How clean is the dock area? Loading dock observed <input checked="" type="checkbox"/>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>		
ADDITIONAL COMMENTS/IMPROVEMENTS: * - Need to maintain a clean work area while preparing the meal. Clean on garage			

Inspector: JH

Facility: PCI  
Date: 1/29
**REA INSPECTED: RECREATION**

ACCESS TO RECREATION		COMMENTS
1. Are activities available to all inmates, including those with disabilities?	<input checked="" type="radio"/> YES <input type="radio"/> NO	Examples: - B unit (wheelchair) - band G, S, T, H - therapist morning - alone gym time
2. How many hours per day are inmates permitted to recreate?		
3. Example of typical recreation/yard schedule:		Morning hours: <u>6:45 - 10:00/30</u> 7 open, all dorms Afternoon hours: <u>12:00 - 3:00</u> Evening hours: <u>6:00 - 8:00</u> - 2 units, every other day
4. How many inmates/housing units are permitted to recreate at any one time?		YARD schedule - day: open night: two dorms
5. How many inmates are involved in the following:		60 Music Program 8 bands; keyboard/guitar lessons up to Arts/Crafts Program concert summer series several classes per week card workshop
6. How frequently is recreation shut down due to staffing/unexpected issues?		Rarely <input checked="" type="checkbox"/> - day always open - night occurs Sometimes (2-3 times per week) <input type="checkbox"/> closes when Frequently (3+ times per week) <input type="checkbox"/> both officers pulled "special duty"
7. Describe any obstacles to inmate access to recreation:		- much better than in the past
8. Where are activities posted for inmate information?	Calendar - bulletin board in recreation	How frequently are they updated: Monthly (Special event notices)
FACILITIES		COMMENTS
9. Does recreation equipment appear to be clean and in good working order?	YES NO	
10. What equipment is in need of maintenance?		weight machines - have maintenance guy + 1 m assigned to rec. - timely - depends on week
11. How many staff are assigned to supervise inmates?	1st 5-H 12-8 2nd T-S	2 EATS assigned
12. How many inmate program assistants are assigned to the recreation department?	1st - 15 2nd - 25	3rd - less
VARIETY/SELECTION OF ACTIVITIES		COMMENTS
13. How often are new activities introduced?		- can send proposal at survey Rolling any time annually - @ 300 inmates
14. What are examples of unique/innovative recreational opportunities provided at this institution?		① Insanity (3 classes - packed); Asylum; T-25 ② Biggest Loser (w/ pictures) - prize (water jug, guards bags) ③ Art classes / music lessons 4 Golf marking - send to military

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

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

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

## RECREATION CONT.

15. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba)?	- music lessons - Aerobics - referee
16. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)?	- Biggest Loser
17. How often is the selection of movies rotated? <u>weekly; Netflix</u>	Number of movies in rotation: <u>60</u>
18. What intramural sports are available at this institution:	
<ul style="list-style-type: none"> <li>- Basketball (A, B, over 40)</li> <li>- Softball (A, B, institut. varsity team)</li> <li>- pickleball</li> <li>- soccer</li> <li>- flag football</li> <li>- volleyball</li> <li>- Tournaments: cornhole, billiards, handball</li> </ul>	
19. What are the top concerns inmates express about recreation?	
<ul style="list-style-type: none"> <li>a. (not a lot lately) treadmill requests</li> <li>b. space issues</li> <li>c.</li> <li>d.</li> </ul>	
20. What activities or equipment would improve recreation?	* <del>adding</del> improving softball field and yard space when demolition occurs
Describe Recreation Facilities:	
<u>Indoor</u> <ul style="list-style-type: none"> <li>- gymnasium</li> <li>- weight room</li> <li>- music room, Barber, billiards</li> <li>- bleachers</li> <li>* use prison building for A/C</li> </ul>	<u>outdoor</u> <ul style="list-style-type: none"> <li>- softball</li> <li>- volleyball (sand)</li> <li>- pickleball</li> <li>- pull up/dip bars</li> <li>- ball</li> <li>- water fountain</li> <li>- track (paved finally)</li> </ul>
Additional Comments:	

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

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

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

Physical Activities	Level 1/2
Aerobics	✓
Basketball Outside Team	✓
Basketball Intramural	✓
Bocceball	X (throw)
Bowling (Rubberized Balls)	no interest
Bean Bag Toss	✓
**Dodgeball	✓
Exercise Bicycles	one in B unit 3 but got misused
*Fast/Slow Pitch Softball	✓
Football Flag	✓
Frisbee	✓
Handball	✓
Horse Shoes	✓ (indoor rubber)
Jogging	✓
Kickball	occas.
Pickleball	✓
Putt Putt	Frazier
Racquetball	X
Soccer Intramural	✓
Softball Intramural	✓
Softball Outside Teams	✓
Track and Field	yard dog
Track & Field Outside Teams	X
Volleyball	✓
Volleyball Outside Teams	occas. not pop
Weights Enclosed Machines	✓
Wellness Programs	✓
Yoga	✓

Cultural/Arts	Level 1/2	Frequency
Cultural Ethnic Events	✓	
Crafts	✓	
Dance Performance	(cultural)	
Holiday Shows		
Institutional Bands	✓	
Sign Language	X	
Talent Shows	✓	
Theater	✓	1-2 times

Special Events	Level 1/2	Frequency
*Charitable Fundraisers		
Art/Craft Shows	✓	
Outside Catered/Fast Food		
Inmate Health Fairs	✓	
Outside Entertainment	✓	
Yard Day	✓	

PCI

## AREA INSPECTED: SEGREGATION

		COMMENTS
1. Inmate Count Tracking Mechanism/Roster <input checked="" type="checkbox"/>	122	HH?
2. How many cells have more than two inmates?	most	
3. How many inmates are in segregation for refusal to lock due to safety concerns?	23	
4. What is the atmosphere of the unit upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>	
<b>FACILITIES</b>		
5. How clean are cells?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	multiple inmates in cell, but minimal clutter
6. How clean are hallways/rec areas?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
7. How often are inmates allowed to clean their cells/ toilets, sinks?	daily	
8. How many of the following are inoperative?	Toilets - 0 Sinks - 0 Showers - 0	Work order? Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
9. How quickly are maintenance work orders completed?	very quickly	
10. How clean are shower facilities?	Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	did not observe w/shower in cell
11. How often are shower facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
12. How clean are crisis cells? # of crisis cells <u>4</u>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
13. What is the room temperature?	Acceptable <input checked="" type="checkbox"/> Too hot/cold <input type="checkbox"/>	However, several IHS say too cold
14. What recreation equipment or space is available?	4 outside rec cells w/ ball hoops 3 indoor rec cells w/ <del>standard</del> <sup>standard</sup> equip. -need to evaluate rec access/ equipment for wheel chair inmates	

CELL SECURITY CHECK		
<b>15. How many of the following:</b> - Cell window obstructed <u>none</u> Cell door window obstructed <u>none</u> - Towel on floor <u>none</u> Material in lock <u>none</u> - Inappropriate pictures <u>none</u> Material in cuff port <u>none seen</u> - Clotheslines <u>some</u> Graffiti <u>some</u>		
STAFF ACCOUNTABILITY		
<b>16. Are appropriate cleaning materials in locked container and at least half full?</b> - Match inventory <input checked="" type="checkbox"/> - Container checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	some bottles empty due to use
<b>17. Is the first aid box secured?</b> -First Aid box checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>18. Is the fire extinguisher receiving monthly inspections?</b> -Extinguisher checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>19. How many officers are on duty per shift?</b>	1 <sup>st</sup> - 2 + reg escort + control 2 <sup>nd</sup> - 2 + reg escort + control 3 <sup>rd</sup> - 1 + control	
<b>20. Are officers performing security checks at staggered 30 min intervals?</b> -Log observed <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	check staggered 3rd shift? CO Haswinski
<b>21. How many shakedown are performed on each shift?</b> -Log observed <input checked="" type="checkbox"/>	2 per shift	Date _____ # _____ Date _____ # _____ Date _____ # _____ } unclear
<b>22. Are individual log sheets maintained and up to date?</b> -Log observed <input checked="" type="checkbox"/> 4/1/85	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	missing some of the cell cleaning; inmates report 2nd shift staff marking "refused" + not offering rec
<b>23. How often are medical rounds conducted?</b> -Log observed <input checked="" type="checkbox"/> 4/1/8	every shift	
<b>24. How often are mental health rounds conducted?</b> -Log observed <input checked="" type="checkbox"/>	several times per week	<b>Dates in log book:</b> 1/83 - 1/27 1/13, 1/16, 1/17, 1/24 watch rounds 1/16, 1/17
ACCESS TO CIIC, PROGRAMS, STAFF		
<b>25. Is the current CIIC memo posted?</b>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>26. Describe inmates' access to the library:</b> - weekly librarian - book cart	<b>Dates in log book:</b> 1/11, 1/17	

27. Describe inmates' access to religious services personnel				Describe: can use the Chaplain for materials									
28. Are the following forms in stock on the unit? -Forms observed <input checked="" type="checkbox"/>				Kites Y <input checked="" type="checkbox"/> N <input type="checkbox"/> ICRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/> HSRs Y <input checked="" type="checkbox"/> N <input type="checkbox"/>									
29. Are there telephones in the unit? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>				Number: 1			Describe access: every 30 days w/ good behavior						
30. How do inmates have access to the following: - 5120-9 series of ARs - 56-DSC-01 - Inmate rules of conduct - Pen/pencil				Describe: Available at desk by inmate request									
STAFF ROUNDS													
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out	
Ward	12/27	7:54	8:30	12/28	3:55	4:08	1/3	12:10	12:32	1/10	10:02	10:17	more
DWO	Acting 12/27	8:10	9:00	Acting 1/2	6:38	10:25	Acting 1/3	12:55	1:00	1/8	8:40	8:55	more
DWSS	12/27	4:50	5:15	1/2	11:40	12:20	Acting 1/3	10:00	10:20	1/17	2:20	2:55	
IIS	12/28	5:45	6:00	12/30	8:40	9:30							
Major	Acting 12/27	9:42	9:52	Acting 12/30	11:10	11:35	1/8	8:40	8:55	1/3	10:15	10:35	more
Chap	1/10	8:25	9:50	1/19	11:27	11:45							
Edu	none seen												
<b>ADDITIONAL COMMENTS (including inmate communication):</b> 112 - work order for toilet 200 range - not offered rec or cell cleaning sufficiently by 2nd shift													



Corrections Analyst: R

Facility: PC1  
Date: 1-27-14

### PRINCIPAL INTERVIEW

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

CIIC CLASSROOM REVIEW	
1. Overall, classroom management and student behavior were rated as:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
2. Overall, instructional strategies and teaching methods were rated as:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
3. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
CIIC DOCUMENT REVIEW	
4. Overall, lesson plans were rated:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
5. Overall, student educational goal agreements were rated:	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>

#### EDUCATIONAL ADMINISTRATOR INTERVIEW [with input from Principal]

STUDENT POPULATION and ACCESS	
6. Current educational staff <i>(off-site) 2 literacy + 4 academic Ed 2 = 1 C-T (AOT) + 1 C-T (DL)</i>	1 Principal(s)/Assistant Principal <u>vacant; will post</u> 10 Teachers (Academic, C-T, AOT, etc.) <u>Simone C.C.</u> 0 Guidance Counselor/Educational Specialists <u>1</u> Other <u>11 total</u> <u>(Total)</u> Positions: <u>asst. Prin.</u>
7. Current vacancies (1 total)	Academic <u>GED 25/1</u> Career/Tech <u>not 14/1</u> Other <u>ABE 15/1</u> <u>pre-GED 25/1</u>
8. What is the average or approximate student/teacher ratio?	Academic <u>GED 25/1</u> Career/Tech <u>not 14/1</u> Other <u>ABE 15/1</u> <u>pre-GED 25/1</u>
9. Number certified inmate tutors?	Academic <u>0</u> Career/Tech <u>0</u> Other <u>0</u> <u>all - # review</u>
10. Are there plans to expand the training/use of certified inmate tutors in delivering education?	<u>30 Dec. 2013 from ACSS mgt. Rpt.</u> <u>#63 to tel</u> <u>trained inmates</u>
11. What initiatives have been implemented to increase access to educational programs?	10a. GED initiatives: What funding sources will you tap for payment of GED online tests? <u>here told, vouchers would cover costs; but not happening</u> <u>(DRC may have to get \$120/m to pay costs)</u> <u>1/21/14 Some problems; will delay implementation online</u> <u>IM can only take paper-pencil MC practice test; not red</u>
12. Describe education delivery (method & frequency) to segregation (to assure delivery no later than 60 days after segregation placements, per Policy 57-EDU-02.)	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming? <u>log</u> 11b. How are Principal rounds documented in the segregation unit? <u>log</u> 11c. How much time and what tasks are addressed by the Principal during rounds in segregation? <u>Step 1, 1m or instructs; sign deadline</u> <u>&amp; collect</u>

Corrections Analyst: R

Facility: PCI  
Date: 1-27-14

STAFF PROFESSIONAL DEVELOPMENT		
13. Describe opportunities and support for staff professional development: <ul style="list-style-type: none"> <li>Membership in association, trade, or professional group - <u>CEA</u></li> <li>Attendance at association, trade, professional conferences - <u>partial support as long as a member</u></li> <li>Tuition support for continuing education or development - <u>partial support</u></li> </ul>		
14. Describe opportunities for internal evaluation and improvement: <ul style="list-style-type: none"> <li>Principal evaluation of teachers <u>1/yr. + 2 informal observations</u></li> <li>Informal peer teacher feedback <u>NA</u></li> </ul>		
15. Describe system for rewarding/incentivizing continuous professional development. <u>during CEA, scholarship awards</u>		
SECURITY		
16. Is security staff on duty in the area during programming?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>in hallways</u>
17. Where is security staff located within the school setting?	<u>corridor throughout school</u>	
18. Are teachers issued man-down instruments?	<input checked="" type="radio"/> YES <input type="radio"/> NO	
19. Are all instructional materials and tools stored and accounted for in a safe manner?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>space or cabinet that can be locked</u>
INSTITUTIONAL NEEDS ASSESSMENT		
20. Date of last annual institutional needs assessment: <u>current assess. in progress</u> [REQUEST COPY]		
21. What positives, negatives, or other 'take away' findings emerged? <ul style="list-style-type: none"> <li>a. -</li> <li>b. -</li> </ul>		
SPECIALIZED EDUCATIONAL PROGRAMMING		
22. Does your institution offer any of the following specialized educational programs: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Career-Technical Education <u>AOT, CDL</u></li> <li><input checked="" type="checkbox"/> Career Enhancement Programs (5 week modules in AOT - <u>designed for each competency</u>)</li> <li><input checked="" type="checkbox"/> Advanced Job Training (AJT) - <u>college courses (see list for Zak)*</u></li> <li><input checked="" type="checkbox"/> Apprenticeship Programs <u>(6 months)</u></li> <li><input checked="" type="checkbox"/> Title I (for educationally disadvantaged under 21 years)</li> <li><input checked="" type="checkbox"/> Transitional Education Program (TEP)</li> <li><input checked="" type="checkbox"/> Education Intensive Prison Program (EIPP) <u>(has Basic Reading - C. Down)</u></li> </ul>		
23. What additional specialized educational programs are available? <u>NA</u>		
INSTRUCTIONAL MATERIALS AND TECHNOLOGY		
24. Overall, are instructional materials provided to every student? <input checked="" type="radio"/> YES <input type="radio"/> NO		
25. Are instructional materials copyrighted or teacher-made?	Academic - Career/Tech - <input checked="" type="checkbox"/> Other -	Copyright date:
26. Describe inmate student use of technology, if any.	Academic - Career/Tech - <u>AOT, CDL</u> Other - <u>CALL lab; library</u>	
27. To what degree is all technology currently working?	Are repairs pending? <u>yes - or work orders are in</u>	

NA - March/April to go w/ GED tests on P.C.  
Issue: no support met to know how to test <sup>GED</sup> on the computer

Inspector: R

Facility: PCI

Date: 1-27-14

## AREA INSPECTED: LIBRARY/LAW LIBRARY

FACILITIES	
1. Does the area appear to be clean and well-maintained?	<u>YES</u> NO
2. Does the area have attributes of an inviting environment?	<u>YES</u> NO
3. How many computers/typewriters are available for inmates' use? (of the total PCs for IM use, <u>5</u> # for LEGAL work and <u>2</u> # for REENTRY work)	<div> <u>14</u> PCs (IM access) <u>811</u> (Circulation) <u>1</u> (Legal) <u>2</u> (Reentry) typewriters <u>main</u> <u>45</u> <u>812</u> <u>2</u> <u>finger</u> <u>2</u> </div> <div> How many are inoperable at this time? <u>0</u> Work orders submitted? <u>NA</u> </div>
4. Describe the resources that are available electronically.	<u>digital books on tape</u> <u>for 7 days in ms (approved legal stuff)</u> → <u>30 new tapes for use of machine from public library</u> <u>video review materials</u>
5. How many chairs and seats are available for inmates in the library?	<u>70 chairs</u> <u>18 tables</u> <u>along v boards</u> <u>study carrels</u>
6. How often are new materials added to the library?	<u>monthly</u> What are your sources for new library materials? <u>new materials</u> <u>donation from library</u> <u>my friends</u>
7. How many inmate workers are assigned to the library/law library?	<u>14 inmates</u> <u>2 Program</u> What duties do the library aides fulfill? <u>paper, stacking, circulation, stock shelves, law library, waiting, reference assistance</u>
8. What media alternatives are available in addition to books, magazines, and newspapers?	Audio books <u>NO</u> Kindle <u>NO</u> Other <u>videos</u> <u>(big TV monitor)</u> <u>always in demand</u> <u>350+ DVDs</u> <u>100+ books</u>
9. Are you aware that the CIIC reports are available to inmates in the library?	<u>YES</u> NO Have you ever requested a copy of any CIIC report? <u>YES</u> No
10. What is the most frequent use of the library by the inmates?	<u>(~350 subscription) periodicals &amp; newspapers</u> <u>(~25 subscription)</u> <u>(total magazine &amp; newspaper subscriptions = 60)</u> <u>ie. Dayton Daily News</u> <u>(more mag than newspaper)</u>
11. Are library services available daily, including weekends and evenings?	<u>YES</u> NO <u>2 evenings (Wed &amp; Tue)</u> <u>weekends: both Sat &amp; Sun</u>
12. What is the minimum amount of time that most inmates are able to use the library?	<u>at least 2 hrs evening &amp; 2 hrs noon on market days</u> <u>5 min - 1 hr</u> <u>depends on 1M's schedule. Some less, some more</u>
13. Is there a cap/limit on the number of inmates who may use the library at one time?	<u>YES</u> <u>NO</u> Cap/limit #: <u>when chairs are taken, goes to one in/out</u>
14. Describe access to library materials for inmates housed in special management areas	<u>akes requests - as requested</u> <u>Cart remains in reg area updates cart every 2 wks.</u>
15. Describe your library initiatives that go above and beyond routine library services and support literacy development, reading, and learning.	Book Clubs <u>NO</u> Literature Circles <u>NO</u> Tracking inmate interests and supplying additional materials based on interests <u>NO</u> Other <u>every Jan. a Needs assessment survey asks for inmate interests &amp; wants</u> Other <u>re. library</u>

ie. Last year, Spanish books were acquired & new magazines.

Inspector: R

Facility: PCI  
Date: 1.29.14

LEGAL	
16. Are DRC Administrative Rules (5120-9 series) available to inmates upon request?	<input checked="" type="radio"/> YES <input type="radio"/> NO
17. Are forms on hand to allow inmates to file court actions? <i>requests copies &amp; pay after first copy</i>	<input checked="" type="radio"/> YES <input type="radio"/> NO Is there assistance (from whom) available to inmate in completing these forms? <i>from libr. aides &amp; librarian</i>
18. Describe access to legal research resources (e.g. LexisNexis, Westlaw) <i>legal PC</i>	
19. How many computers are currently equipped for legal research?	# <i>8</i> total <i>5 main</i> <i>2 BI</i> <i>1 9 main</i>
REENTRY	
20. How would you describe your 'reentry section' of the library? What types of materials and specific resources are included in that part of the library?	<i>- books</i> <i>- pamphlets</i> <i>- MUSCLE guide</i>
21. What resources are available to teach inmates how to prepare resumes, cover letters, etc.?	<i>Reentry Res. Center</i> <i>* One-Stop in Admin</i>
22. What specific materials and resources exist related to employment, companies, and job searches?	<i>645-649.8 DDS books = ~ well over 400 books on shelves</i> <i>(not including checked out)</i>
23. What reentry resource information is available to inmates on a county-by-county basis?	<i>MUSCLE</i>
24. Now that the library's Reentry Resource Center is functioning, what improvements would you like to make?	<i>OK as is</i>
24. Describe your library stock of post-secondary educational materials and textbooks and other expository text.	<i>all in reference materials</i>
25. Describe the African-American/Hispanic/ethnic section.	<i>- good collection list</i> <i>- lot of stolen &amp;</i> <i>- checked out into units</i>
ADDITIONAL COMMENTS (including library/law library schedule): <i>3 libraries: BI (for wheelchair 1ms)</i> <i>Frazier Health Center (very sick)</i> <i>Main library</i>	

4  
245  
9  
05

*9x45 = 400+ → 645-649. DDS Reentry, job, career, Bus. books related*  
*Total 26,907 items*  
*Copies*

Inspector: R

Facility: PC

Date: 1-27-14

AREA INSPECTED: OPI Paint Shop

PERSONNEL		COMMENTS
1. What OPI shops are located at this facility? <u>oPI Warehouse</u>		<u>april shops</u> <u>meat plant</u> <u>beverage dairy plant</u> <u>modular construction crew</u>
2. How many inmates work in OPI at this institution? <u>Paint Shop = 60</u>	# total OPI inmate employees	
3. How are inmates selected for OPI jobs? <u>Paint Shop: applications completed, interviewed, based on tests, etc. inmates are selected (must have GED or HS diploma &amp; the first year, good work record)</u>		
4. Are you aware of or do you maintain a wait list of the inmates who wish to work in your OPI shop(s)?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>as soon as appl. rec'd, a list is recorded &amp; answer to 1m prompts placed on wait list 90 days</u>
5. What is the average monthly wage for inmates in this/these OPI shop(s)? <u>in \$50/month</u>		<u>@ 90 days + stays on wait list, extends one month at a time. - Some 1ms wait list go the other jobs in respective.</u>
6. Do inmates receive performance evaluations? <u>regularly</u> -Log observed <input checked="" type="checkbox"/>	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>included 1m file holds each evaluation.</u>
7. Can inmates obtain documentation regarding their OPI work performance upon their release?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>through Mr. Dixon (OPI Mgr. own Paint Shop)</u>
8. How many staff members supervise the inmates during the hours of operation?		<u>4 total</u>
TRAINING		COMMENTS
9. Are all inmate workers trained on proper handling of equipment?	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>trained by staff + experienced inmates, training documentation held in 1m files</u>
10. How is the training conducted?		<u>on the job day by day, teach by task</u>
11. What specific work skills are taught through this shop? <u>- mechanical skills</u> <u>- housekeeping</u>		<u>machine operator</u> <u>press operator</u> <u>cutting machine operator</u> <u>prepress computer work</u> <u>- engraving</u>
12. Are there any certifications available for this shop? <u>Apprenticeships 1st &amp; 2nd year</u>	<input checked="" type="radio"/> YES <input type="radio"/> NO	<u>Certificate of completion through Dept of Labor</u>
13. How many inmate workers are enrolled in an approved apprenticeship program? <u>only 4 1ms in Apprenticeship program</u> <u>(Others not qual. for apps. due to too much time remaining 30% not interested in it)</u>		<u>List apprenticeships: (See Lake's list)</u>
14. What barriers to apprenticeships exist?		<u>having to have 2 years to finish program</u>

Inspector: R

Facility: PCI  
Date: 1-27-14

OPI CONT.

15. Describe the connection between the OPI shop and post-release employment opportunities.	- guys can go straight into a job - guys can earn \$10 - \$12 / hr. to start, w/ graphic computer skills more can be earned per hr.	
16. What, if anything, do OPI supervisors or other OPI staff do to facilitate post-release work opportunities?	- ensure inmates get computer skills (encouragement to inmates to get pc skills through school)	
<b>EQUIPMENT AND MAINTENANCE</b>		
17. Are there any maintenance issues with the equipment?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	some, all minor & inmates repair their machines
18. How often is equipment checked per safety standards?	<u>daily</u>	noted on safety ch. cards kept @ work stations (monthly chs are required)
19. Are inmates searched before and after their shifts?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
20. Do you feel production could be increased?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	by midday work hours w/ increase due to new budgets
21. What profits were realized in FY 2011 and FY 2012?	Shop: <u>Print</u> FY 2011 <u>\$3,902</u> FY 2012 <u>\$14,817</u>	Shop: <u>Rec'd for customers.</u> FY 2011 <u>X</u> FY 2012 <u>X</u>
22. How could your OPI shop(s) be more efficient/profitable?	- get pressor & retire old ones - add 1 new staff position	
23. How could OPI (overall) be more efficient/profitable?	NA	
<p><b>ADDITIONAL COMMENTS (including description of OPI area):</b></p> <p>Main Customers: 1. DRC 2. DPS (Public Safety)</p> <p>Products: 1. forms &amp; business cards 2. awards 3. name plates</p> <p>Sales is generated thru OPI/DRC on McKing Ave.</p>		

More inmate interest needs to be communicated/generated beginning on October 1st

Facility: PCI  
Date: 1.28.14

Unit Management Chief (UMC)/Unit Management Administrator (UMA)  
Reentry Interview Questions

CLASSIFICATION REVIEWS	
1. Regarding inmate <u>classification reviews</u> : What percent of the total inmate population is shown on the Due/Past Due Reports (for classification reviews)?  [DOTS ... GRMEN... <u>print</u> full report (several pages) and <u>print</u> past due report (one page)]	Number inmates on Past Due Report: <u>190 #</u> More than one month Past Due: <u>99 #</u> <u>52%</u>  Reasons for overdue reviews: <u>One PCI owner will be done by 1/29/14.</u> <u>Excellent status/plan: done, but currently in progress</u> <u>Even if IM @ OSU (grad.) i.e. IM came for Loran &amp; went to PCI, then to CMC with a month, then OSU IL but showed transfer done.</u>
PURPOSEFUL ACTIVITIES	
2. How would you rate the level of inmate access to purposeful activities at this institution?  <u>job - educ - prog. should be considered</u>	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> <u>Reviews for inmate due to IM job assignments</u> Acceptable <input type="checkbox"/> <u>*Schedule conflict to create some loss of prog. / activity access.</u> Needs Improve <input type="checkbox"/>
3. Approximately how many hours per day (Monday through Friday) are inmates permitted to be out of their cell?  <u>17 hrs. other than count</u> <u>out other than count</u> <u>no restricted movement</u>	
4. What types of purposeful activities are available at this institution? <input checked="" type="checkbox"/> Education/Academic/Vocational/College <input type="checkbox"/> Mental health/recovery programs <input type="checkbox"/> Unit programs <input type="checkbox"/> Religious programs <input type="checkbox"/> Community service <u>Piet Dogs, Cragon &amp; Computer, Hairs for Humant</u> <input type="checkbox"/> OPI <u>Facilitated</u> <input checked="" type="checkbox"/> Inmate-led groups <u>Roots to Success</u> <u>*New Conn. Smt. Policy requires Roots to Success</u>	
5. What percentage of inmates do you estimate are involved in a job that requires more than two hours per day of work?	<u>All of them, 100% (except patients)</u>
6. Collectively, what are the barriers to access to purposeful activities and reentry programming at your institution?  <u>scheduling (both staff &amp; inmate schedules)</u> <u>(although staff are scheduled 68 hrs./week)</u>	
7. Do you offer incentives above and beyond the Ohio Offender Performance Merit System (OOPMS) YES NO	Yes. If yes, what incentives: <u>Cash Credit</u>
8. Which of your incentives are most effective?  <u>To get interest up to report to work.</u> <u>OPI already has built in incentive (pay increase)</u>	<u>usage increases of \$10 = 20 months</u> <u>(maintenance, etc.).</u> <u>(if food)</u> <u>welding, plumbing</u>
9. Have you completed your most recent (January 20, YEAR) Needs Assessment Survey? Yes No	Please print and provide a copy of your most recent <b>Needs and Staffing Assessment for Social Services Programs (per DRC Policy 71-SOC-10)</b>
CONTACT WITH THE COMMUNITY	
10. What barriers exist to inmates communicating with family, friends, or the community at this institution?  <u>No barriers; doors</u> <u>2 Reel &amp; Job Fairs per year</u> <u>*One 2014 goal is family engagement at some pt. in next program.</u>	
11. How active is your local reentry coalition?  <u>7</u>	11a. When was the last meeting?  <u>1/10/14</u> <u>THIS CAUSES THE CONFUSION</u> <u>*UMA is a faith &amp; family committee</u> <u>I think Cof Reentry Coalition</u>
12. Describe the level of in-reach from local community service providers or agencies.  <u>*need more mentorships</u> <u>could supply more</u> <u>people to come in</u>	
13. When was your last job fair? <u>NOV 2013</u>	13a. What groups/agencies/providers attended? <u>From 1st All part list of 14 agencies; 400+ IM's participated</u> <u>Example: will have more than 1000 inmates scheduled</u>
14. Do you have any suggestions for how to increase community contact and/or in-reach?  <u>*Religious Services = most volunteers &amp; UMC w/ Chaplain to increase presence of volunteers from Rel. Serv. to offer other</u> <u>*Continue job fairs = researching agencies</u> <u>*Take in engaging volunteers in their schedules (ie. welding)</u> <u>Create a</u>	

REENTRY	
<p>15. Does every inmate have the opportunity to be involved in a reentry program (unit programs, education, etc) prior to release?</p> <p><i>yes</i>  <i>cm challenge is that @</i>  <i>outlets of inmates, inmates reject</i>  <i>programs; so challenge is</i>  <i>to encourage inmates to short-term</i>  <i>is file &amp; point out benefits</i></p>	<p>Please describe your tracking system and documentation used for monitoring inmates placed into recommended programs.</p> <p><i>* The facilitator is the key to engaging inmates.</i>  <i>- Being real life experience (not just on paper)</i>  <i>don't let inmates always reject (even though they cannot be forced)</i></p>
<p>16. What channels of communication or distribution of information are used to make reentry resources known to inmates? • PCI doesn't have TV channel across inst.; so places info on DVDs to view. (that is inmates' choice)  <i>* Town Hall mtgs (unit mtgs on late night shifts)</i>  <i>* Bulletin Boards</i></p>	<p>What new and additional programs, information, or resources do you feel are needed to provide reentry assistance to inmates?</p>
<p>17. <b>TRANSITIONAL RELEASE PLAN (TR PLAN):</b> What percentage of all inmates within 60 days of their release date have all documents received or provided per their individual OTRP (F4443) form? [RPLAN screen in DOTS portal]</p> <p>Documents or services include:</p> <ul style="list-style-type: none"> <li>• Copy of DD214</li> <li>• Social Security Card</li> <li>• Birth Certificate</li> <li>• Driver's License</li> <li>• Other:</li> <li>• Transportation</li> <li>• Reentry Resource Guide</li> <li>• Institution Job History</li> <li>• Housing Plan</li> <li>• S.T.R.I.V.E.</li> <li>• A.P.A. Workshop</li> <li>• SSA Screening</li> <li>• Community Linkage Package</li> <li>• Medical Application</li> <li>• PASRR Nursing Home</li> <li>• Career Passport to Forwarding Address</li> <li>• Recovery Service Discharge &amp; Prognosis</li> <li>• Ohio Benefit Bank Registration</li> </ul> <p><i>~ 50%</i>  <i>* This is the BIGGEST challenge.</i>  <i>* CM must meet w/ 7 days &amp; create RPLAN</i>  <i>* At intervals, enter new date in receipt of info.</i></p>	<p>18. What accountability system is in place to oversee the completion of each item or service on the RPLAN per inmate? <i>don't wait until 60 days</i></p> <p><b>For example:</b>  <i>* UMC filtering a list of 60-day, 30-day inmates on the 1<sup>st</sup> of each month and distributing to each Case Mgr for interaction/completion.</i>  <i>* Required date-driven checkpoint meetings at 120, 90, 60, or 30 days between Case Mgr and inmate(s)?</i>  <i>* Unit Management 'tracking board' that is updated weekly for remaining tasks per inmate w/ less than one week.</i>  <i>* Other: Use of OSU intern is very helpful - current intern does Benefit Bank</i>  <i>* Other:</i></p>
<p><i>* Each week each CM covers the Center on rotation; every 9 weeks inmates are rotated as program units &amp; inmates can access the center in unit priority</i></p>	
<p>19. Overall, how well do you feel that the institution has prepared inmates for post-release reentry?</p> <p><i>process is in place</i>  <i>Post-release Reentry Workshops, resource programs, plans</i></p>	<p><input type="checkbox"/> Exceptional If exceptional, why?  <input checked="" type="checkbox"/> Good available programs &amp; workshops  <input type="checkbox"/> Acceptable  <input type="checkbox"/> In need of improvement If in need, why?</p> <p><i>feasible to use the Center</i></p>
<p>20. How could this institution better prepare all inmates for reentry?</p> <p><i>offer more reentry-specific programs</i>  <i>staff facilitator</i></p>	<p><i>offer more reentry-specific programs workshops that are staff facilitated &amp; staff ongoing.</i></p>
<p>Additional comments:</p> <p><i>DRC is developing spreadsheets to track volunteers; whose names have been entered into DOTS by UMC; having rec'd. names vol. coordinators maybe. Chaplain, UMC, Recovery Services, could be investigated (but can't get all info)</i></p>	

\* Lots of inmate-led groups are in evening.

\* Salvaging (de-manufacturing) old PCs is a good job for ex-off & counts as community service.



Inspector: JacksonFacility: PC1  
Date: 1-28-14

## ENERGY, WASTE, AND RECYCLING

Energy Conservation	
1. Who is your designated Energy Conservation or Recycling Coordinator (position title only)?	<u>Business Administrator and Maintenance Supervisor</u>
2. What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)?	<u>Business Administrator</u> <u>Maintenance Staff</u>
3. What staff member is the designated building operator?	<u>Maintenance Supervisor</u> <u>and some other maintenance staff</u>
4. Was the most recent energy audit completed by September 28?	Date: <u>          </u>
<p>What strategies were developed to conserve energy usage?</p> <p><u>As of 2-5-14 Information has not been received</u></p>	
<p>5. What were the annual costs for the following utilities in <del>GY 2012</del> <u>FY 2013</u>?</p> <p>Natural Gas: \$ <u>275,282.79</u>      <u>FY 2012: 358,403.44</u></p> <p>Water:</p> <p>Electricity: \$ <u>1,29,331.62</u>      <u>FY 2012: 1,180,955.71</u></p>	
<p>6. Are institution staff made aware of the institution's waste reduction and energy conservation goals? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><u>There are no signs posted or literature</u></p> <p>If so, how?</p>	
<p>7. Are inmates made aware of and trained regarding the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If so, how? <u>Inmates are assigned as re-claimers</u></p>	

Inspector:

Jackson

Facility:

PCI

Date:

1-23-14**Waste Reduction**

8. Was the most recent waste audit completed by March 31? Yes Date: March 13 2013  
 What were the noticeable trends in waste disposal in 2012?

Plastic is the most recycled, from

9. What waste diversion tactics were developed as a result of the audit?

Installed a cardboard compactor  
 Recycled 60 tons of cardboard in last 6 months

10. How is food waste diverted? via Enclosure

Does the institution have a composting operation? NOEnvisal composter  
 to will be purchasedwaiting  
 on permit

11. How is the information tracked?

EIM

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

documented in EIM and produce waste audit 2013If yes, what were the average waste disposal numbers for the following in CY ~~2012~~ 2013:Monthly Costs: \$123.75 per rollMonthly Savings: \$4.454 per monthMonthly Weight/Wastage: 8+12 tons

13. Were local agencies, such as the health department, were used to assist in the audit?

Yes ☐ No ☒Contacted Pickaway Waste District  
 If so, which agency was used? They referred to Ross Waste District but  
 did not receive assistance.**Recycling**

14. What is the most recycled item at the institution?

Paper ☐Plastic ☒Card board ☐Metal/Aluminum cans ☐

15. How much money did the institution earn through its recycling program?

\$12,734.09 per FY 2013

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

If so, what was the money used for? Purchased a used heavy-dutyCompactor, purchased strapping equipment to get facility started

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

Plastic

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

18. How do you dispose of recycled materials?

Recycle

## C. 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
Mansfield Correctional Institution .....	MANCI
Chillicothe Correctional Institution .....	CCI
Correctional Reception Center .....	CRC
Dayton Correctional Institution .....	DCI
Franklin Medical Center .....	FMC
Grafton Correctional Institution.....	GCI
Hocking Correctional Facility .....	HCF
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 Pre-Release Center .....	NEPRC
Ohio Reformatory for Women .....	ORW
Ohio State Penitentiary .....	OSP
Pickaway Correctional Institution .....	PCI
Richland Correctional Institution.....	RICI
Ross Correctional Institution .....	RCI
Southeastern Correctional Institution .....	SCI
Southern Ohio Correctional Facility.....	SOCF
Toledo Correctional Institution.....	TOCI
Trumbull Correctional Institution.....	TCI
Warren Correctional Institution .....	WCI

## D. ENDNOTES

<sup>i</sup> Ohio Department of Rehabilitation and Correction, Pickaway Correctional Institution website. Accessed at <http://www.drc.ohio.gov/Public/pci.htm>.

<sup>ii</sup> Ibid.

<sup>iii</sup> Ibid.

<sup>iv</sup> Ohio Department of Rehabilitation and Correction, "Institution Counts: PCI," provided on January 27, 2014

<sup>v</sup> Commission on Accreditation for Corrections. Standards Compliance Reaccreditation Audit, Pickaway Correctional Institution, May 18-20, 2011.

<sup>vi</sup> Ibid.

<sup>vii</sup> Bureau of Internal Audits and Standards Compliance, PCI Full Internal Management Audit, June 18-20, 2013.

<sup>viii</sup> Ohio Department of Rehabilitation and Correction, "Institution Counts: PCI," provided on January 27, 2014.

<sup>ix</sup> "Monthly Fact Sheet," Ohio Department of Rehabilitation and Correction, Accessed at <http://www.drc.ohio.gov/web/Reports/staffing/January%202014.pdf>

<sup>x</sup> Significant Incident Summary reports provided by Pickaway Correctional Institution for the following periods: January 2013 – December 2013.

<sup>xi</sup> Ibid.

<sup>xii</sup> Significant Incident Summary reports provided by Pickaway Correctional Institution for the following periods: January 2012 – December 2012.

<sup>xiii</sup> Significant Incident Summary reports provided by Pickaway Correctional Institution for the following periods: January 2013 – December 2013.

<sup>xiv</sup> Ibid.

<sup>xv</sup> Significant Incident Summary reports provided by Pickaway Correctional Institution for the following periods: January 2012 – December 2012.

<sup>xvi</sup> Information provided by the Department of Rehabilitation and Correction, October 8, 2013.

<sup>xvii</sup> Ibid.

<sup>xviii</sup> Ibid.

<sup>xix</sup> Ibid.

<sup>xx</sup> Ibid.

<sup>xxi</sup> Ibid.

<sup>xxii</sup> Ibid.

<sup>xxiii</sup> Ibid.

<sup>xxiv</sup> Significant Incident Summary reports provided by Pickaway Correctional Institution for the following periods: January 2013 – December 2013.

<sup>xxv</sup> Significant Incident Summary reports provided by Pickaway Correctional Institution for the following periods: January 2012 – December 2012.

<sup>xxvi</sup> Information provided by the Department of Rehabilitation and Correction, October 4, 2013.

<sup>xxvii</sup> Information provided by the Ohio Department of Rehabilitation and Correction, April 22, 2013.

<sup>xxviii</sup> Information provided by the Department of Rehabilitation and Correction, January 24, 2014.

<sup>xxix</sup> Information provided by the Ohio Department of Rehabilitation and Correction, October 8, 2013.

<sup>xxx</sup> Ibid.

<sup>xxxi</sup> Ibid.

<sup>xxxii</sup> Ohio Department of Rehabilitation and Correction Bureau Recovery Services Site Visit Report, February 27, 2013.

<sup>xxxiii</sup> Pickaway Correctional Institution, inmate communication, January 28, 2014.

<sup>xxxiv</sup> State of Ohio Standard Inspection Report, Pickaway Correctional Institution, January 21, 2014.

<sup>xxxv</sup> Education Needs Assessment for 2013, January 10, 2013. Ohio Central School System. Ohio Department of Rehabilitation and Correction

<sup>xxxvi</sup> Education Needs Assessment for 2013, January 10, 2013. Ohio Central School System. Ohio Department of Rehabilitation and Correction

<sup>xxxvii</sup> Personal Communication, January 28, 2014, Pickaway Correctional Institution.

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- <sup>xxxviii</sup> Department of Rehabilitation and Correction FY2013 OPI Revenue and Expenditure Report
- <sup>xxxix</sup> Education Needs Assessment for 2013, January 10, 2013. Ohio Central School System. Ohio Department of Rehabilitation and Correction
- <sup>xl</sup> Department of Rehabilitation and Correction Total Institutional Overtime Calendar Year 2008-2013, Pickaway Correctional Institution, January 2014.
- <sup>xli</sup> Ibid.
- <sup>xlvi</sup> Ibid.
- <sup>xlii</sup> Ibid.
- <sup>xliii</sup> Ibid.
- <sup>xliiii</sup> Pickaway Correctional Institution Vacancy List, January 28, 2014.
- <sup>xliiii</sup> DRC Correctional Officer Turnover Rates by Institution: Pickaway Correctional Institution: FY 2012, FY 2013, and FY 2014 year-to-date. Provided by Department of Rehabilitation and Correction, January 24, 2014.
- <sup>xliiii</sup> DRC Turnover Rates by Institution: Pickaway Correctional Institution : FY 2012, FY 2013, and FY 2014 year-to-date. Provided by Department of Rehabilitation and Correction, January 24, 2014.
- <sup>xliiii</sup> Pickaway Correctional Institution, personal communication, February 3, 2014.
- <sup>xliiii</sup> Department of Rehabilitation and Correction 2013 Performance Evaluation Data, Pickaway Correctional Institution, provided January 2014.
- <sup>xlix</sup> Ibid.
- <sup>i</sup> 2013 Ohio Standards Compliance Tally and Comments Form, Pickaway Correctional Institution, June 18-20, 2013.
- <sup>ii</sup> Department of Rehabilitation and Correction Office of Administration: Bureau of Fiscal Audits. Pickaway Correctional Institution. December 1, 2011 December 22, 2011. Finalized: January 24, 2012.
- <sup>lii</sup> Ibid.
- <sup>liii</sup> Report of Audit Response, Pickaway Correctional Institution, February 24, 2012.
- <sup>liii</sup> Ohio Department of Rehabilitation and Correction Energy/Utility Audit Annual Review, Pickaway Correctional Institution, August 28, 2013.
- <sup>lv</sup> Recycling Scorecard for Deposits in FY 2013, Pickaway Correctional Institution, received August 5, 2013.
- <sup>lvi</sup> Waste Minimization Report: Pickaway Correctional Institution, March 13, 2013.
- <sup>lvii</sup> Pickaway Correctional Institution provided on-site January 28, 2014.
- <sup>lviii</sup> Capital improvement Plans (C-1 forms) Fiscal years 2015-2020. Pickaway Correctional Institution, provided February 12, 2014.
- <sup>lix</sup> Pickaway Correctional Institution, staff communication, February 12, 2014
- <sup>ix</sup> Ibid.
- <sup>ixi</sup> Inspector Activity Report, Pickaway Correctional Institution, January 1, 2013 – December 31, 2013.