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# **Dayton Correctional Institution**

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June 27, 2017  
June 28, 2017

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Adam Jackson,  
Report Coordinator

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## CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT ON THE INSPECTION AND EVALUATION OF DAYTONCORRECTIONAL INSTITUTION

<b>Dates of Inspection:</b>	June 27, 2017 June 28, 2017
<b>Type of Inspection:</b>	Unannounced
<b>CIIC Staff Present:</b>	Adam Jackson, Senior Analyst Charlie Adams, Corrections Analyst II Darin Furderer, Corrections Analyst II Margaret Ogonek, Corrections Analyst I
<b>Facility Staff Present:</b>	Deputy Warden Rudy Pringle Deputy Warden Donna Skaggs  CIIC spoke with many additional staff throughout the course of the inspection.

### Institution Overview

Dayton Correctional Institution (DCI) is one of three female prisons that are run by the Ohio Department of Rehabilitation and Correction (DRC). DCI predominately houses Level 1 (minimum), Level 2 (medium), and Level 3 (close) security inmates. It is the only female institution that specifically houses higher security female inmates. DCI opened in 1987 as a male facility and was converted to a female facility in 2011. The institution is located on 75 acres in Dayton, Ohio.<sup>i</sup> The institution's FY 2017 GRF budget was \$25,214,696.77.<sup>ii</sup>

The rated capacity for DCI is 500.<sup>iii</sup> On the first day of the inspection, the institution housed 878 inmates.<sup>iv</sup> Demographically, 64.0 percent of inmates were classified as white, 35.2 percent as black, and 0.8 percent as another race. The average inmate age was 34.1 years.<sup>1v</sup> As of June 2017, DCI employed 248 total staff, of which 132 are security staff.<sup>vi</sup>

The institution scored 100 percent compliance on the most recent ACA audit for mandatory standards,<sup>2</sup> and 99.8 percent on non-mandatory standards.<sup>3,4vii</sup> In its most recent full internal management audit,<sup>5</sup> DCI was 91.4 percent compliant on mandatory

<sup>1</sup> The youngest inmate was listed as 18.9 years of age and the oldest inmate was listed as 74.5 years of age.

<sup>2</sup> DCI was compliant on each of the 57 applicable mandatory standards.

<sup>3</sup> DCI was compliant on 419 of 420 applicable non-mandatory standards. DCI was not compliant on standard 4-4132 regarding unencumbered space.

<sup>4</sup> The most recent audit by the Commission on Accreditation for Corrections was conducted on June 8-10, 2015.

<sup>5</sup> The full internal management audit was conducted on February 28-March 1, 2017.

standards<sup>6</sup> and 98.8 percent compliant on non-mandatory standards.<sup>7viii</sup> Of the Ohio Standards, the facility was 91.7 percent compliant on the applicable standards.<sup>8ix</sup>

DCI improved their ACA non-mandatory standards and the Ohio standards from their previous IMA.<sup>9</sup>

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<sup>6</sup> DCI was compliant in 53 of the 58 applicable mandatory standards. The standards in which DCI was not compliant in were related to properly monitoring their tool inventory; completion of fire drills in non-housing units; only 50 percent of the food service inmate workers were properly trained in the proper hand washing techniques; failure for one staff to re-certify CPR training with the 24-month time frame; and a violation of the inmate restraint policy.

<sup>7</sup> DCI was compliant in 411 of 416 non-mandatory standards. The standards in which DCI was not compliant in were related to unencumbered space; improper methods to conduct inmate count; TPU staff falsely documenting their rounds; failure to use the required diet history to track therapeutic diets; and properly documenting food temperatures on the food production sheets.

<sup>8</sup> DCI was compliant on 99 of 108 applicable Ohio Standards. The standards in which DCI was not in compliance with related to security challenges; mental health caseload treatment plans; treatment for inmates with chronic illnesses; HIV chronic care protocol; electronic health record (HER) workflows; employee activity fund (EAF); voucher missing from the risk assessments that are conducted by the risk reduction management team (RRMT); and RRMT meetings were not being held within 45 days of the offender's arrival.

<sup>9</sup> In their previous IMA, conducted in 2016, DCI scored 98.3 percent in their ACA non-mandatory standards and 91.7 percent in their Ohio standards.

## I. INSPECTION SUMMARY

SAFETY AND SECURITY: ACCEPTABLE<sup>10</sup>

INDICATORS	RATING	FINDINGS
<b>Violence Outcome Measures</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• Inmate-on-inmate assaults increased by 87.5 percent and inmate-on-staff assaults increased by nine assaults in CY 2016. The rate of inmate disciplinary convictions for assaults increased by 76.3 percent, was significantly more than the comparator prisons as well as the DRC average.</li> <li>• Fight disciplinary convictions slightly decreased by 1.0 percent. The rate was more than the comparator prisons as well as the DRC average.</li> <li>• There were no homicides during the period evaluated.</li> <li>• In CY 2016, DCI reported zero disturbances.</li> </ul>
<b>Use of Force</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Total incidents increased by 34.7 percent in CY 2016 compared to CY 2015.</li> <li>• A review indicated good procedural accountability and officer responses were reasonable with one exception.</li> </ul>
<b>Control of Illegal Substances</b>	<b>Exceptional</b>	<ul style="list-style-type: none"> <li>• 0.3 percent of inmates tested positive for the presence of an illegal substance during random drug testing in CY 2016, which was slightly more comparison to CY 2015. The percent was less than the comparator prisons and significantly less than the DRC average.</li> </ul>
<b>Inmate Perception of Safety</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• 83.5 percent of survey respondents reported they are safe or were neutral regarding their safety.</li> </ul>

<sup>10</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.

		<ul style="list-style-type: none"> <li>• A few open-ended survey responses indicated safety as a concern.</li> <li>• There were no inmates in restrictive housing for refusal to lock and no inmates were under PC investigation on the day of the inspection.</li> </ul>
<b>Unit Security Management</b>	<b>In Need of Improvement</b>	<ul style="list-style-type: none"> <li>• Officers were inconsistent in documenting rounds in the requisite 30 minute, staggered intervals.</li> <li>• Officers were inconsistent for the documentation of required shakedowns.</li> <li>• CIIC's review of cells indicated good security.</li> <li>• There was only one overdue security classification reviews unaccounted for on the day of the inspection.</li> </ul>
<b>Institutional Security Management</b>	<b>Exceptional</b>	<ul style="list-style-type: none"> <li>• Executive staff members are making the required rounds in housing units based on a review of employee sign-in logs.</li> <li>• The majority of correctional officers believe they are adequately informed of incidents between shifts.</li> <li>• There have been no escapes or attempted escapes at the institution during the period evaluated.</li> <li>• A review of STG committee meetings for the past six months indicates meetings are being held, and generally includes staff who are required to attend. There were no overdue security threat group classification reviews without cause, which is exceptional.</li> </ul>
<b>Prison Rape Elimination Act (PREA)</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• The 2017 Internal Management Audit indicated compliance with all PREA related standards.</li> <li>• The facility exceeded six standards and met the remaining 35 standards in their 2015 PREA audit.</li> <li>• PREA posters, with information for inmates on reporting of sexual assaults, were posted in all housing units.</li> <li>• Of the 17 PREA cases in CY 2106, one was substantiated.</li> <li>• A large number of inmate survey respondents indicated they experienced sexual harassment and several indicated they experienced sexual abuse at the institution.</li> </ul>

**HEALTH AND WELLBEING: ACCEPTABLE**

INDICATORS	RATING	FINDINGS
<b>Unit Conditions</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• All of the common areas/dayrooms were rated as exceptional or good based on the cleanliness of the floors and their overall appearance.</li> <li>• All of the phones, drinking fountains, ice machines, and microwaves were operational.</li> <li>• Most of the shower conditions were rated as good with a few rated as exceptional.</li> <li>• The only maintenance concerns were five washers and three dryers. However, DCI has a new vendor that will replace all of the washers and dryers in the housing units by August 2017.</li> </ul>
<b>Medical Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Medical facilities were observed to be in good condition.</li> <li>• Staffing levels appear to be adequate to meet the medical needs of the inmate population.</li> <li>• Inmate focus groups were mainly negative regarding medical care at DCI.</li> <li>• The IMA noted four concerns related to medical.</li> </ul>
<b>Mental Health Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Staffing levels have increased significantly since the last inspection.</li> <li>• The institution reported no completed suicides and six suicide attempts since June 2016.</li> <li>• The number of mental health programs offered to inmates is good.</li> <li>• The IMA noted two concerns related to mental health.</li> </ul>
<b>Recovery Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• The recovery service facilities were noted to be clean and orderly with insufficient space for staff to perform clinical duties.</li> <li>• DCI does not have a designated recovery services housing unit.</li> <li>• DCI reported an adequate number inmates are currently participating in recovery service programming.</li> </ul>

<b>Food Services</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• The meals sampled by CIIC were rated as good and acceptable.</li> <li>• According to staff, DCI has an incentive plan that allows inmate food service staff to earn more than their monthly state pay depending on their performance evaluation.</li> <li>• In their most recent evaluations from the DRC Contract Monitor, DCI received compliance scores of 80 percent, which required an action plan from the DRC. The concerns relayed by the contract monitor were regarding sanitation, food temperature, inmate training, and food service reports.</li> </ul>
<b>Recreation</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• The institution does have a gymnasium for facilitating inside recreational activities.</li> <li>• Inmates are offered a good variety of activities for recreation, including several unique/innovative recreational opportunities.</li> <li>• Staff relayed some activities and/or equipment that would help to improve recreational services there at DCI would be to improve the gym floor, to improve the softball field, to improve program space, and to increase machines utilized for cardio.</li> <li>• Currently the recreational director is the only staff position filled at DCI, with two current vacancies.</li> <li>• Staff relayed that staffing issues are current obstacles for inmates' accessibility to recreation.</li> </ul>

**FAIR TREATMENT: GOOD**

<b>INDICATORS</b>	<b>RATING</b>	<b>FINDINGS</b>
<b>Staff/Inmate Interactions</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• Over half of inmate survey respondents reported that housing unit officers are professional, and housing unit officers to be helpful.</li> <li>• Inmate open-ended survey responses relayed positive comments regarding being in a celled environment rather than an open dorm, the religious services department and staff, being able to rehabilitate</li> </ul>



		<p>themselves, and the programming provided by the unit staff, religious services, recovery services, and the education departments.</p> <ul style="list-style-type: none"> <li>• The top three inmate open-ended survey responses for “one change they would like to see” at DCI were (1) staff being more professional to include less racism and favoritism, (2) more programming, and (3) more consistency with rules and the running of the facility by upper management.</li> </ul>
<b>Inmate Grievance Procedure</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Over half of the inmate survey respondents reported knowing who the inspector was.</li> <li>• A low percentage of inmate survey respondents reported that they felt prevented from using the grievance procedure by staff at DCI.</li> <li>• The Inspector relayed that the top three grievances filed by the inmate population for CY 2016 was healthcare, supervision (inmate/staff relations), and housing.</li> <li>• Negatively, for inmate survey respondents who reported that they had not used the grievance procedure noted the top two reasons being “Staff retaliation” closely followed by “Grievance procedure does not work” which is concerning.</li> </ul>
<b>Transitional Placement Unit</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Overall, the conditions of the unit appeared to be clean and well maintained. The cells also appeared to be clean and orderly.</li> <li>• Staff relayed that inmates rarely flood the range and that the use of a disciplinary meal (“food loaf”) rarely occurs. The most recent serving of the disciplinary meal occurred on February 10, 2017.</li> <li>• There were 23 total inmates in restrictive housing, which is slightly more than the restrictive housing population during the 2015 inspection.</li> <li>• There was a disproportionate percentage of black inmates in the TPU compared to the institution population.</li> </ul>
<b>Limited Privilege Unit</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• There were no cell security issues.</li> <li>• According to the LPH roster, there were 21 total inmates in the limited privilege unit.</li> </ul>

- Negatively, all of the inmates had been in the LPH for more than seven days

**REHABILITATION AND REENTRY: GOOD**

INDICATORS	RATING	FINDINGS
<b>Reentry Planning</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Staff reported that unit staff consists of: 1 unit management chief, 2 unit managers, 2 professional administrator 1's, 4 case managers, and 4 correctional counselors/sergeants. Staff vacancies and staff shortages include 3 case managers (1 temporary level case manager, 2 recent hires with start dates) and 1 unit manager temporarily off.</li> <li>• There were 2 security reviews noted as more than one month past due, one being noted as Out to Court.</li> <li>• DCI had a Reentry Job Fair on April 11, 2017.</li> <li>• The case manager focus group said that their day to day obstacles are just not having enough staff and finding answers to all of the questions the offenders ask.</li> <li>• The unit management chief relayed that some of the barriers for the inmates to access purposeful activities and reentry programming are program space and staff.</li> </ul>
<b>Rehabilitative Programming</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• DCI has multiple inmate facilitated programs and meaningful activities.</li> <li>• DCI offers five reentry approved programs but is currently only running two due to lack of staff.</li> <li>• DCI has no systematic method to track reentry program participation, completion, and waiting list for programs.</li> </ul>
<b>Family Engagement and Community Connections</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• DCI promotes offender communications with family, friends, and community through family participation in program graduations, religious services events, visitation, mail, email, phones, and free envelopes.</li> </ul>

		<ul style="list-style-type: none"> <li>• A low number of inmate survey respondents reported having problems with visitation. If offenders did note having problems with visitation, the top noted reason were: “visit scheduling process” and “visitors not approved”.</li> <li>• Unfortunately, over half of inmate survey respondents relayed having problems with the phones. The top three noted reasons for having problems with the telephones were: “phones are broken”, “not enough phones”, and “denied use by other inmates”.</li> </ul>
<b>Academic Programming</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• DCI education department offers Pre-GED, GED, High School option, Literacy, ABLE, apprenticeship programs, Vocational programs, Advanced Job Training, and Transitional Education Program (TEP).</li> <li>• DCI education department consists of one principal, one assistant principal, five academic teachers, three career technical teachers, one Advanced Job Training instructor for Sinclair University, one guidance counselor, one intervention specialist, and one librarian. There is currently one job vacancy for an Academic/GED teacher in the education department.</li> <li>• The DCI education department does have a CAILab that is equipped with twenty computers, career/tech is equipped with twenty-three computers, and the Advanced Job Training class (Sinclair College) is equipped with thirteen computers. Staff reported that the computers are all operable at the time of this inspection.</li> <li>• Education staff reported hours for the reading room services do not get reported consistently to the education department for the monthly report.</li> </ul>
<b>Library Services</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• The librarian reported the seating capacity for the library is approximately fifty inmates.</li> <li>• Staffing for library services includes one librarian.</li> <li>• Library committee meeting minutes noted that the DCI Library Services Operational Manual was reviewed and revised, a need to purchase more computers, a need to adjust the schedule of services provided to the TPU</li> </ul>

		<p>unit, updating required legal print materials, the need to purchase a flatbed scanner/high volume printer, and the need for job linkage assistance.</p> <ul style="list-style-type: none"> <li>• The library schedule reflects two evening library sessions and weekend hours, which is in compliance with departmental policy.</li> </ul>
<b>Vocational and Work Skill Development</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• DCI does offer three career-technical educational programs.</li> <li>• Staff reported that DCI currently offers four apprenticeship programs.</li> <li>• A high number of inmate survey respondents indicated it was difficult to get into vocational training.</li> </ul>

**FISCAL ACCOUNTABILITY: ACCEPTABLE**

INDICATORS	RATING	FINDINGS
<b>Fiscal Wellness</b>	<b>Acceptable</b>	<ul style="list-style-type: none"> <li>• According to their FY 2016 budget overview, DCI used 99.8 percent of their allocated budget. Through June 28, 2017, DCI had used 99.2 percent of their FY 2017 allocated budget.</li> <li>• In their most recent internal audit, DCI was compliant in nine of their ten applicable mandatory standards for an overall score of 90.0 percent.</li> <li>• In their most recent external fiscal audit, the External Auditor found six concerns.</li> <li>• In FY 2016, DCI paid \$1,374,440.37 in correctional officer overtime costs, which was a 1.4 percent decrease from FY 2015.</li> <li>• In CY 2016, DCI paid \$87.70 in property loss payouts which was a 40.7 percent decrease from the \$148.01 paid in CY 2015.</li> </ul>
<b>Environmental Sustainability</b>	<b>Good</b>	<ul style="list-style-type: none"> <li>• Overall, DCI decreased their total utility costs by \$213,516 (21.0 percent) in FY 2016.</li> <li>• DCI decreased the use of all of their utilities.</li> <li>• In FY 2016-17, DCI recycling projects resulted in \$5,844 of revenue which was a significant increase from the \$719.46 of revenue in CY 2015-16.</li> </ul>

		<ul style="list-style-type: none"><li>• DCI has three Re-Claimers. However, it does not have the Roots of Success due to a lack of inmate instructors.</li></ul>
<b>Staff Management</b>	<b>Acceptable</b>	<ul style="list-style-type: none"><li>• In FY 2016-17, DCI had a 6.7 percent total staff turnover ratio, which was a decrease from 2015-16.</li><li>• DCI training rates ranged from 97.5 percent to 100 percent.</li><li>• In CY 2016, DCI staff completed 100 percent of their 261 performance evaluations including 98.5 percent within the required time.</li><li>• Supervisor survey results were mostly positive.</li><li>• Negatively, officer interviews and survey results were mostly negative. Officers relayed concerns regarding their work environment.</li><li>•</li></ul>

## II. SAFETY AND SECURITY

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

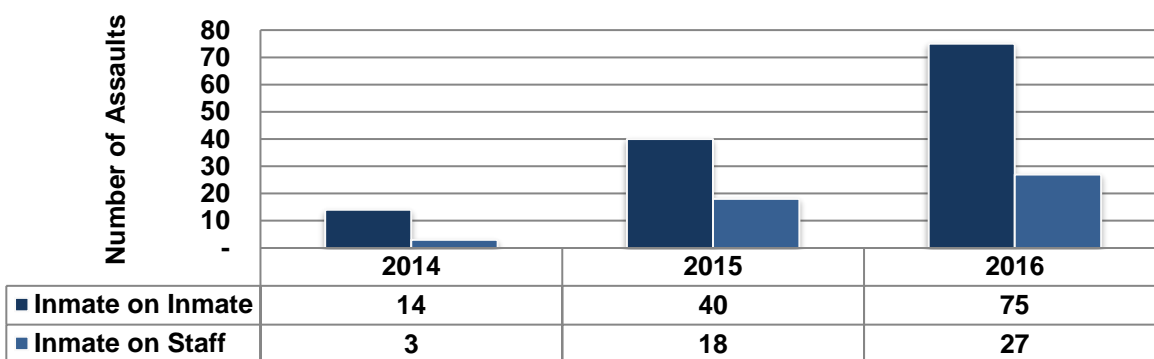
### A. VIOLENCE OUTCOME MEASURES

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

#### Assaults

- During CY 2016, there were 75 reported inmate-on-inmate assaults.<sup>x</sup> Total inmate-on-inmate assaults increased by 87.5 percent in comparison to CY 2015.<sup>xi</sup>
- The institution reported 27 inmate-on-staff assaults during CY 2016.<sup>xii</sup> Total inmate-on-staff assaults increased by nine assaults in comparison to CY 2015.<sup>xiii</sup>
- The rate of inmate disciplinary convictions for assaults increased by 76.3 percent during CY 2016 in comparison to CY 2015.<sup>11xiv</sup> The rate of inmate disciplinary convictions for assaults for CY 2016 at DCI was significantly more than the comparator prisons as well as the DRC average.<sup>12xv</sup>

**Chart 1**  
**Total Assaults**  
**CY 2014 – CY 2016**



<sup>11</sup> The rate of inmate disciplinary convictions for assaults in CY 2015 was 70.4 per 1,000 inmates. The rate in CY 2016 was 124.1.

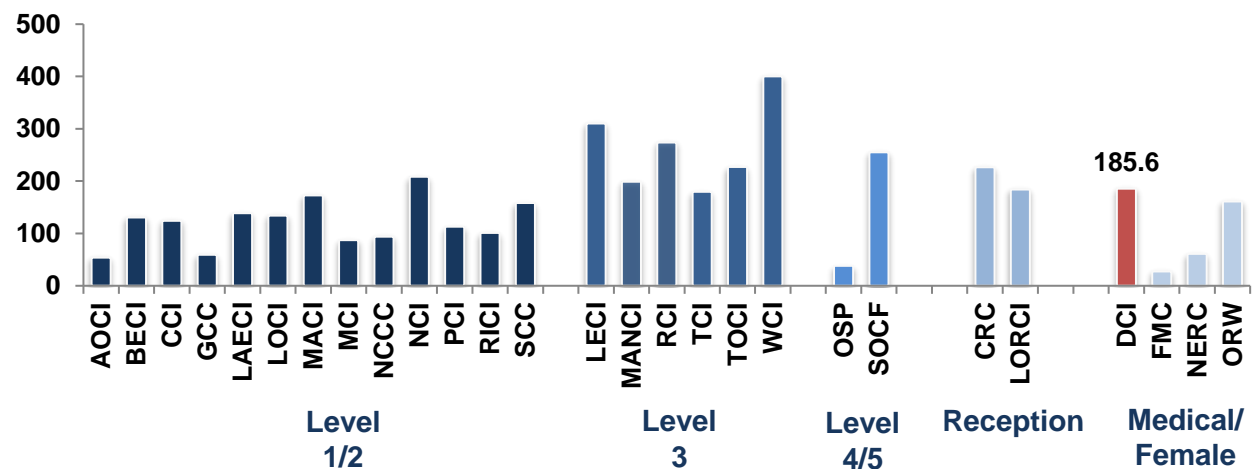
<sup>12</sup> The rate of inmate disciplinary convictions for assaults in CY 2016 was 124.1 per 1,000 inmates. The rate of the comparator prisons was 51.1 and the DRC average rate was 62.0.

## Fights

- Fights<sup>13</sup> are documented via RIB convictions for rule 19 (fight) violations. The rate<sup>14</sup> of rule 19 convictions for CY 2016 slightly decreased by 1.0 percent compared to CY 2015.<sup>15xvi</sup>
- The rate of rule 19 convictions for CY 2016 at DCI was more than the comparator prisons as well as the DRC average.<sup>16xvii</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>17</sup>**  
**CY 2016**



## Homicides

- There were no homicides during the period evaluated (2015 to date).

## Disturbances<sup>18</sup>

- In CY 2016, DCI reported zero disturbances.<sup>xviii</sup>

<sup>13</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>14</sup> The rate was obtained by dividing the total number of rule 19 violations for the year by the average monthly institutional population for that same time period.

<sup>15</sup> In CY 2015, the facility reported 165 (187.4 per 1,000 inmates) rule 19 convictions; during CY 2016, the facility reported 169 (185.6 per 1,000 inmates) rule 19 violations.

<sup>16</sup> The rate for the comparator prisons was 151.5 per 1,000 inmates and the DRC average was 161.8.

<sup>17</sup> Rate is per 1,000 inmates.

<sup>18</sup> Disturbances are defined as any event caused by four or more inmates that disrupts the routine and orderly operation of the prison.

## B. USE OF FORCE

CIIC's evaluation of use of force focuses on the number of uses of force at the institution as well as an evaluation of a random sample of completed use of force reports.<sup>19</sup> Overall, the CIIC inspection team rated use of force as **GOOD**.

### Incident Caseload

- During CY 2016, the facility reported 128 use of force incidents. Compared to CY 2015, in which 95 uses of force were reported, total uses of forces increased by 34.7 percent.<sup>xix</sup>

### Procedural Accountability

- Video documentation was available for nine of the 20 incidents reviewed.<sup>20</sup>
- Staff appropriately referred use of force incidents to a use of force committee for investigation when necessary.
- Officer statements reviewed were generally thorough and clearly stated directives given prior to force. However, a few could have been more descriptive and two packets had nearly identical officer statements.
- The required documentation was completed and included in the packets.
- Most inmates provided a use of force statement and those that refused generally had a supervisor signature.
- Inmates were always seen by medical within an hour following the use of force incident. In addition, the DWO required a response for any seen over 30 minutes.
- A review of three planned use of force incidents indicated staff followed proper procedure.

### Application of Force

- Officer responses were reasonable with one exception.<sup>21</sup>
- Documented injuries were consistent with the level of force used.
- A few open-ended survey responses relayed concerns regarding use of force.

## C. CONTROL OF ILLEGAL SUBSTANCES

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

<sup>19</sup> CIIC's review of use of force includes a sample of 20 randomly selected use of force reports as well as any available video.

<sup>20</sup> Staff relayed they are installing a new system with improved cameras.

<sup>21</sup> The incident was deemed unjustified by a use of force committee due to the officer not calling for backup prior to using force.



- 0.3 percent of inmates tested positive for the presence of an illegal substance during random drug testing in CY 2016,<sup>22xx</sup> which was slightly more in comparison to CY 2015.<sup>23xxi</sup>
- The percentage of inmates who tested positive in CY 2016 at DCI was less than the comparator prisons and significantly less than the DRC average.<sup>24xxii</sup>
- During CY 2016, the institution drug tested 206 inmates for programs<sup>25,26</sup> and 31 for cause,<sup>27,28</sup> which is less than the DRC average.<sup>29</sup>
- In response to CIIC's survey question pertaining to prohibited substances, the top substances inmates reported as available were Suboxone® (115), tobacco (104), and prescription pills (97).<sup>30</sup> (Please refer to the DRC Inmate Survey results in the Appendix for more information.)

#### D. INMATE PERCEPTION OF SAFETY

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

- 83.5 percent of survey respondents (n=278) reported they are safe or were neutral regarding their safety. This is higher in comparison to the 2015 inspection.<sup>31</sup>
- A few open-ended survey responses indicated safety as a concern.
- The institution did not have any inmates in restrictive housing for refusal to lock, and no inmates were under Protective Control (PC) investigation or approved PC placement on the day of the inspection.

#### E. UNIT SECURITY MANAGEMENT

CIIC's evaluation of unit security management focuses on policy compliance for officer rounds, documented shakedowns, cell/bunk security, and security classification/ privilege

<sup>22</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 316 inmates of which one tested positive. The inmate tested positive for benzodiazepines.

<sup>23</sup> In CY 2015, zero percent of inmates tested positive during random drug tests.

<sup>24</sup> The average percent of positive drug test results during CY 2016 for the comparator prisons was 0.9 percent. The DRC average was 4.3 percent.

<sup>25</sup> Per DRC policy 70-RCV-03, program drug testing includes inmates who are tested as part of recovery service treatment programs; inmates who leave the secure perimeter as part of a job responsibility; prior to parole board hearings and after hearings for inmates approved for release; inmates under medication treatment for Hepatitis C; or as indicated by the Managing Officer or designee.

<sup>26</sup> No inmates tested positive during program drug screenings in CY 2016.

<sup>27</sup> Per DRC policy 70-RCV-03, for cause testing includes inmates who are tested when there is a reasonable suspicion of drug use.

<sup>28</sup> Nine (29.0 percent) inmates tested positive during for cause drug screenings in CY 2016.

<sup>29</sup> The average number of DRC inmates tested for programs and for cause in CY 2016 was 588.6.

<sup>30</sup> 56 inmates refused to answer and 87 inmates indicated that prohibited substances are not available.

<sup>31</sup> 69.3 percent of survey respondents (n=296) reported they were very safe, safe, or neutral (in terms of safety) during the 2015 inspection.

level reviews. Overall, the CIIC inspection team rated unit security management as **IN NEED OF IMPROVEMENT**.

### **Officer Rounds**

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

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

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

### **Cell/Bunk Security Check**

- During the inspection, CIIC staff check a random selection of cells in each unit for common cell security issues such as obstruction of windows, material in locks and cuff ports, inappropriate pictures, clotheslines, and graffiti. CIIC's review of cells indicated good security.
- The atmosphere in the housing units appeared calm.

### **Security Classification**

- Unit staff are required to conduct reviews of inmates' security classification as well as privilege level to ensure proper institutional placement. There was only one overdue security classification reviews unaccounted for on the day of the inspection.

## **F. INSTITUTIONAL SECURITY MANAGEMENT**

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

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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.

## Executive Staff Rounds

- Executive staff members<sup>33</sup> are making the required rounds in housing units based on a review of employee sign-in logs.<sup>34</sup>

## Violent Incident Management

- The majority of correctional officers<sup>35</sup> believe they are adequately informed of incidents between shifts.<sup>xxiii</sup> However, some officers believe quality of information relayed during roll call could be improved.
- Most officers relayed that if a violent and critical incident would occur, it would also most likely occur in the M1 and M2 housing units because of the security level of the inmates in those units.<sup>xxiv</sup>

## STG Management

- As of March 2017, there were 61 STG-affiliated inmates,<sup>36</sup> which was 6.4 percent of the institutional population. The number of STG-affiliated inmates was slightly more in comparison to the number in May 2016.<sup>37</sup>
- The institutional percentage of STG-affiliated inmates was more than the comparator prisons, but significantly less than the DRC average.<sup>38</sup>
- The rate of rule 17 (unauthorized group activity) convictions<sup>39</sup> decreased in CY 2016.<sup>40xxv</sup>
- In response to CIIC's survey question pertaining to the type of gang activity at the institution, the majority of inmates indicated gang activity is not frequent at this

<sup>33</sup> In reference to rounds, executive staff includes the Warden, the Deputy Wardens, the Inspector, and the Unit Management Chief. Per DRC policy 50-PAM-02, "Each housing unit, including the Transitional Program Unit (TPU), shall be visited by the managing officer or deputy warden weekly." In addition, "The unit management chief (UMC) shall visit all inmate living areas, at a minimum, on a bi-weekly basis, including the Transitional Program Unit/s." 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> Results are based on individual interviews (n=14) and survey responses from Dayton Correctional Institution officers (n=51). The majority of the correctional officers survey responses (60.8 percent) indicate that they are adequately informed when they come on shift. Also, most of the officers interviewed believe they are adequately informed when they come on shift. However, some staff expressed concern regarding the quality of information relayed.

<sup>36</sup> 55 were listed as passive, six were listed as active, and none were disruptive.

<sup>37</sup> The institution had an STG population of 48 as of May 2016.

<sup>38</sup> The percentage of STG-affiliated inmates for the comparator prisons was 3.5 and the DRC average was 17.5.

<sup>39</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>40</sup> In CY 2015, the facility reported a rate of 3.4 (three) rule 17 violations. In CY 2016, the facility reported zero rule 17 violations. The comparator prisons rate was 1.0 and the DRC average was 25.6.

institution.<sup>41</sup> Please refer to the DRC Inmate Survey results in the Appendix for more information.

- A review of STG committee meetings for the past six months indicates meetings are being held, and includes staff who are required to attend. There were no overdue security threat group classification reviews without cause, which is exceptional.

## Escapes

- There have been no escapes or attempted escapes during the period evaluated (2015 to date).

## G. PRISON RAPE ELIMINATION ACT (PREA)

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

## PREA Management

- The 2017 Internal Management Audit indicated compliance with all PREA related standards.
- The facility exceeded six standards and met the remaining 35 standards in their 2015 PREA audit.<sup>42xxvi</sup>
- All staff completed the mandated PREA training.
- Staff did not always announce or utilize the notification system when a male was entering the housing unit.

## Inmate Education and Awareness

- PREA posters, with information for inmates on reporting of sexual assaults, were posted in all housing units.
- A large majority of inmates indicated they knew how to report sexual harassment or abuse.<sup>43</sup>

## Investigations/Allegations

- Staff reported 17 PREA cases in CY 2016, of which five were allegations against a staff member and 12 were allegations against another inmate. Of the 17 cases, 11 were unsubstantiated and five were unfounded.
- One PREA case was substantiated.<sup>44</sup>

<sup>41</sup> 34 inmates refused to answer and 137 indicated that gang activity is not frequent at this institution.

<sup>42</sup> The audit was conducted June 10-12, 2015. Two standards were not applicable.

<sup>43</sup> 85.4 percent (n=281).

<sup>44</sup> The case was inmate-on-inmate abuse.

- 25 inmate survey respondents reported experiencing sexual harassment and eight reported sexual abuse from a staff member at the facility.
- 26 inmate survey respondents reported experiencing sexual harassment and 14 reported sexual abuse from another inmate at the facility.

### **SAFETY AND SECURITY RECOMMENDATIONS**

- Consider additional strategies to address the increase of assaults.
- Ensure officer rounds and shakedowns are conducted per policy.

### 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**.

- The inmate housing at DCI consists of eight celled blocks/units (F1, F2, M1, M2, R1, R2, T1, and T2). Seven of the units consists of general population inmates and programs. Limited privilege inmates are assigned to the M-2 unit
- DCI also has a Transitional Programming Unit. (Additional information on this unit is under the Fair Treatment section of the report)
- Each housing unit has four ranges, dayroom, shower cells, TV room, laundry facilities, drinking fountains, ice machines and microwaves. Toilets and sinks are located in each cell.
- The temperature in the housing units was considered acceptable.
- All of the common areas/dayrooms were rated as exceptional or good based on the cleanliness of the floors and their overall appearance. The dayrooms in several units appeared to have been recently cleaned.
- All of the phones, drinking fountains, ice machines, and microwaves were operational. The only maintenance concerns were five washers and three dryers. However, DCI has a new vendor that will replace all of the washers and dryers in the housing units by August 2017. This is a significant improvement from the multiple maintenance concerns that were observed during the 2015 Inspection.<sup>45</sup>
- Most of the shower conditions were rated as good with a few rated as exceptional.
- Most of the cleaning materials were stocked with the appropriate quantities and appeared to be at least half full unless otherwise in use.
- Most of the housing units had kites, informal complaints, and health service request forms on file.<sup>46</sup>
- The CIIC memo, PREA poster, program information, information regarding the grievance procedure, and the evacuation plan were posted in all the units. However, unit staff photos were posted in only two of the units.<sup>47</sup>

#### B. MEDICAL SERVICES

CIIC's inspection of medical services was comprised of two inmate focus groups, a conversation with the Health Care Administrator, and a tour of the medical facilities.

<sup>45</sup> During the February 2015 inspection, there were a small number of maintenance issues including two sinks and one toilet. However, both staff and inmates relayed a number of larger maintenance concerns

<sup>46</sup> M1 was out of informal complaints, and R2 did not have health service request forms in stock.

<sup>47</sup> Unit staff photos were only posted in F1 and F2.

Based on observations and information provided by both staff and inmates the CIIC inspection team rated medical services as **ACCEPTABLE**.

### Facilities

- The medical facilities were observed to be good condition.
- The department has added a second pill call window since the last inspection. Staff relayed concerns with “cheeking” of medication.<sup>48</sup>
- The infirmary safe cells were noted to be good condition with good visibility.

### Staffing

- The facility appears to have a sufficient number of medical staff.
- The facility has had consistent advanced level providers over the past year.
- There was one vacancy at the time of the inspection.<sup>49</sup>
- Overall, inmate focus groups were relatively negative regarding medical staff, particularly regarding the advanced level providers.

### Access to Medical Services

- Health Service Request forms were available in every housing unit but one.<sup>50</sup>
- A formal kite log is kept and CIIC did not see any responses responded to outside of the DRC policy timeframe.
- Inmate survey participants reported moderately high satisfaction with the quality of care provided by the nurses, low satisfaction with the quality of care provided by the doctor and moderate satisfaction with the quality of care provided by the dentists.<sup>51</sup>

### Quality

- A full internal management audit was conducted on February 28-March 1, 2017. The auditors relayed four concerns related to medical services.<sup>52</sup>
- Staff relayed that they participate in quarterly interdisciplinary meetings, which is in compliance with DRC policy. Additionally, it was relayed that a new quality improvement coordinator was recently hired and will be able to help all three departments improve communication.

<sup>48</sup> Staff relayed that in the past few months, inmates have been cheeking their medication. The timing of the increased cheeking is consistent to the addition of the second pill call window.

<sup>49</sup> The only vacancy was for a health information technician position.

<sup>50</sup> R2 did not have health service requests forms in stock on the day of the inspection.

<sup>51</sup> Of survey respondents at DCI, 71.4 percent (n=269) reported that they are very satisfied, satisfied, or neutral with the quality of care provided by nurses; 54.8 percent (n=259) reported they are very satisfied, satisfied or neutral with the care provided by the doctor; and 67.5 percent (n=228) reported that they are very satisfied, satisfied or neutral with their dental care.

<sup>52</sup> The concerns were related to proper treatment of chronic illnesses, HIV protocols being followed correctly and the electronic health record (two concerns).

- Staff relayed that patient satisfaction meetings occur quarterly, which is in compliance with DRC policy.
- There were zero deaths in the time period reported to CIIC.<sup>53</sup>

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

### C. MENTAL HEALTH SERVICES

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

#### Caseload

- There were 481 inmates on the mental health caseload, or 54.8 percent of the total inmate population. Of the total, 273 inmates were classified as seriously mentally ill (SMI).

#### Facilities

- The mental health facilities were observed to be clean and a great improvement since the last inspection. Staff work out of a trailer that provides adequate space for staff to conduct clinical duties and provide therapeutic services.
- The crisis cells were noted to be in good condition with good visibility.

#### Staffing

- Staffing levels appear to be sufficient, which is also a notable improvement since last inspection.
- There were two vacancies at the time of the inspection.<sup>54</sup> DCI did have contract staff filling the positions until full-time state employees were hired.

#### Access to Mental Health<sup>55</sup>

- A high percentage of survey respondents reported adequate access to mental health services and programs.<sup>56</sup>

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<sup>53</sup> The period of time evaluated by CIIC was from January 2015 to present.

<sup>54</sup> One position was for a psychiatrist and the other was for a behavioral health provider 2.

<sup>55</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.

<sup>56</sup> Of survey respondents at DCI, 82.6 percent (n=207) feel that they have adequate access to mental health services.



- Negatively, the kite log was observed and kites did not consistently have documented responses.

### Programming

- DCI offers an acceptable range of mental health programming for inmates. At the time of the inspection, two programs were evidence-based and an additional four programs based in evidence were facilitated by staff. DCI also offers two psycho-education groups.
- In the past 90 days, 90.7 percent of treatment programs scheduled have been conducted, which is acceptable.<sup>57</sup>
- Staff provides programming to inmates in limited privilege housing unit.

### Critical Incidents

- There were no completed suicides in the past two years.
- There were six suicide attempts since June 2016.

### Quality

- A full internal management audit was conducted on February 28-March 1, 2017. The auditors relayed two concerns related to mental health services.<sup>58</sup>
- A moderately high percentage reported satisfaction with the quality of services and programs.<sup>59</sup>

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

## D. RECOVERY SERVICES

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

### Facilities

- The recovery service facilities were noted to be clean and organized.
- The facility appears to have insufficient space for staff to conduct clinical duties; however, the department was allotted more space since the last inspection.
- DCI does not have a designated recovery services housing unit.

<sup>57</sup> 137 out of the 151 scheduled groups were held.

<sup>58</sup> One concern out of compliance was an ACA mandatory standard and the other was an ACA non-mandatory standard. The mandatory standard out of compliance was related to use of a five point restraint. The other standard was related to treatment plans being updated and identifying needs.

<sup>59</sup> 76.6 percent (n=222) of inmates reported that are very satisfied, satisfied, or neutral with the quality of mental health services.

## Staffing

- Staffing levels appear sufficient to provide adequate recovery service programming.<sup>60</sup>
- There were no staff vacancies at the time of the inspection.
- DCI has four community volunteers that facilitate AA/NA programming and are at the facility on a weekly basis.

## Participation and Outreach<sup>61</sup>

- DCI's recovery service department is in a stage of evolvement and reform, since the last supervisor's direction.
- DCI reported an adequate number inmates are currently participating in recovery service programming.<sup>62</sup>
- A good number of inmates participate in Alcoholics Anonymous and Narcotics Anonymous.

## Access

- Survey participants reported moderate satisfaction with access to recovery services in comparison to other institutions recently inspected.<sup>63</sup>
- 95.7 percent of scheduled recovery service programming in the last 90 days were held, which is good.<sup>64</sup>
- Staff relayed interdisciplinary meetings occur quarterly, which is within policy.

## E. FOOD SERVICES

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

<sup>60</sup> Staff consists of five counselors and one supervisor.

<sup>61</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>62</sup> Staff relayed 102 individuals are currently participating in formal recovery service programming.

<sup>63</sup> 51.1 percent of survey participants (n=223) reported that they have adequate access to recovery services programming.

<sup>64</sup> 179 of the scheduled 187 groups were held.

## Meal

- CIIC sampled two inmate lunch meals.<sup>65</sup> The first meal was rated as acceptable due to the quality and taste of the meal.
- The most recent DCI staff evaluation of the same meal was rated as good.<sup>66</sup>
- The second meal was rated as good. The quality and taste of the meal was better than the first meal sampled.
- Negatively, 74.3 percent of inmate survey respondents (n=280) indicated that they were unsatisfied with the quality of the food served. However, the responses were more positive than the responses that CIIC received during the 2015 inspection.<sup>67xxvii</sup> The most common reasons for inmate dissatisfaction with the food were the quality of the meals and the lack of variety.<sup>xxviii</sup> Inmate survey respondents also stated that their primary concern is the food service operations running out of food.<sup>xxix</sup>

## Dining Hall

- The dining hall tables and floor of the dining hall were clean and clear of debris.
- The serving line was mostly clear of food particles.

## Kitchen and Food Preparation Area

- The kitchen and food prep area were clear of any food particles and debris.
- The freezers and coolers appeared to be orderly and in good working condition.

## Inmate Work Programs

- According to staff, the inmate food service workers consists of 73 inmates. All inmates earn \$18 to \$24.<sup>xxx</sup> However, DCI has an incentive plan for their inmate work staff which enables them to earn more than their monthly state pay depending on their performance evaluation.
- Seven inmates graduated from the IN-2-WORK program on June 27, 2017.<sup>68xxxi</sup>

<sup>65</sup> The inmate meals were sampled on June 27-28, 2017. The June 27 meal consisted of a crispy chicken patty, potatoes, carrots, and bread. The June 28 meal consisted of a garden salad with turkey ham; pasta salad; Italian dressing; and cornbread.

<sup>66</sup> Each DRC institution assigns one staff member, the Administrative Duty Officer (ADO), to taste and evaluate the quality of the inmate meal. The most recent evaluation provided by staff of the first day meal was June 7, 2017.

<sup>67</sup> During the October 2015 follow-up inspection, 77.6 percent of DCI inmates surveyed were not satisfied with the food. During the February 2015 inspection, 83.0 percent of DCI inmates surveyed were not satisfied.

<sup>68</sup> IN-2-WORK is provided by Aramark and includes both a classroom component and an on-the-job training. The curriculum is tailored to the special needs of inmates including classroom instruction and “on-the-job” training (where appropriate) for offenders to deepen their learning.

### Food Service Contract Staff

- The food service contract staff consisted of nine employees including one director, one assistant director, and seven contract workers. According to contract staff, three additional employees were expected to start within the next month. The average length of service of the contract staff varied. Although the director had been at DCI for less than a week, the assistant director had been at DCI for nearly three years.<sup>xxxii</sup>
- According to staff, there were no concerns regarding turnover.
- The contract staff relayed that they do not have an issue regarding serving delays.<sup>xxxiii</sup>

### Food Service Management and Oversight

- A review of the employee sign-in log found that the administrative staff had made recent visits to the food service operations.<sup>xxxiv</sup>
- In their most recent health inspection, DCI had several violations that were mostly related to maintenance concerns.<sup>xxxv</sup> During the week of our inspection, DCI had several new appliances installed.<sup>69</sup>
- In their most recent evaluation from the DRC Contract Monitor, DCI received compliance scores of 80 percent.<sup>xxxvi</sup> The concerns relayed by the contract monitor were regarding sanitation, food temperature, inmate training, and food service reports.
- Some of the concerns that were documented in the contract monitor evaluation were also documented in the DCI internal management audit. DRC policy requires an action plan and a 30-day follow-up for institutions that score less than 85 percent on their evaluations. However, DCI provided an action plan to address similar concerns that were mentioned in their IMA.
- DCI staff also relayed that their food service contract staff recently hired a new director (it was previously mentioned that the food service director had been at DCI for less than one week).
- CIIC expressed concern that the most recent DRC evaluation provided by staff was on March 10, 2017 which is more than three months.
- A review of the food service kite log<sup>70</sup> found that most inmate kites were regarding the portion sizes.

### Loading Dock

- The loading dock was clean and clear of debris.

<sup>69</sup> DCI installed three skillets, three kettles, one mixer, and one double-stack oven the day before the CIIC inspection.

<sup>70</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.

- Staff relayed that the exterminator visits the facility twice a month and there have been no recent vermin or pest concerns.<sup>xxxvii</sup>

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

## F. RECREATION

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

### Facilities

- Physical facilities<sup>71</sup> appeared clean and were observed in use during the inspection.
- The institution does have a gymnasium for facilitating inside recreational activities.
- Staff relayed that there were no current maintenance concerns; however, the institution is in need of new recreation equipment.
- Staff relayed some activities and/or equipment that would help to improve recreational services there at DCI would be to improve the gym floor, to improve the softball field, to improve program space, and to increase machines utilized for cardio.
- Staff relayed that there were previously four recreational staff including the recreational director, but has since lost one position to make the current staffing levels in the recreational department one recreational director and two non-correctional officer recreational workers.
- Currently the recreational director is the only staff position filled at DCI, with two current vacancies.
- The staff relayed that the recreational activities schedule is usually posted on the DCI offender broadband system, but the television channel is down due to a computer component not functioning properly. This maintenance has been reported and is pending repairs.

### Activities

- Inmates are offered a good variety of activities for recreation, including several unique/innovative recreational opportunities.<sup>72</sup>

<sup>71</sup> Indoor recreation facilities consist of a gymnasium with cardio work-out machines, chess press, and a work-out machine for upper body management. Additionally each housing unit also contains a bicycle, arts and crafts, and movies and games available in the units. Inmate open ended survey responses relayed the open yard as one of the positives offered at the Dayton Correctional Institution.

<sup>72</sup> DCI recreational department offers varies activities to include: Yoga, Zumba, Dance Team Choreography with Dayton Contemporary Dance Company, step aerobics, biggest loser competition, soccer tournaments, basketball tournaments, bingo, chess, domino, & card tournaments, yard day events, card games, singing contest, poetry contest, a workshop on Jazz, and a Fitness & Wellness Commission.

- Staff relayed that DCI recreation department does have music equipment for a music program but do not have a music program and equipment is currently not being utilized because of lack of space. There was a music room but the room is being utilized for another institutional need at this time.
- Recreation does have a program to accommodate older offenders recreational activities for 50 and older offenders.
- Staff relayed that umpire training is available for offenders to learn how to officiate tournaments.
- The recreation department has fourteen inmate program assistants who help in the recreation department performing job duties that include sanitation of equipment and area, porters, and recreational aides.
- Movies are made accessible through the recreational department who has a contract with Netflix and movies are rotated twice weekly.

**Access**

- A high number of inmate survey respondents reported satisfaction or were neutral regarding satisfaction to access to recreation.<sup>73</sup>
- Staff reported that recreation and the yard operate on a facility schedule but inside recreation has been closed frequently lately due to lack of staff.
- Staff relayed that staffing issues are current obstacles for inmates' accessibility to recreation.

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<sup>73</sup> Of survey respondents at DCI, 64.9 percent of respondents were satisfied or neutral regarding their access to recreation.

**HEALTH AND WELLBEING RECOMMENDATIONS**

- Continue developing strategies to monitor pill call and ensure “cheeking” is not occurring.
- Ensure mental health kites are responded to within policy and responses are documented.
- Continue developing strategies to improve upon recovery service department.
- Ensure the food service operations receives a score of 85 percent or above on all their DRC contract evaluations.
- Consider contacting the DRC to request more frequent evaluations of the food service operations.
- Ensure any additional maintenance concerns are addressed.
- Continue to address recreational staffing vacancies to improve offender access to recreational opportunities.
- Continue working to progress the recreation department by increasing the availability of operational equipment, program space, and making improvements to the condition of the yard for safety and utilization of recreational activities.

## 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 **ACCEPTABLE**.

- Over half of inmate survey respondents reported that housing unit officers are professional, and housing unit officers to be helpful.<sup>74</sup>
- Inmate open-ended survey responses relayed positive comments regarding being in a celled environment rather than an open dorm, the religious services department and staff, being able to rehabilitate themselves, and the programming provided by the unit staff, religious services, recovery services, and the education departments.
- A high number of inmate survey respondents reported knowing how to report sexual harassment or abuse.<sup>75</sup>
- A high number of inmate survey respondents reported no abuse by staff.<sup>76</sup>
- Under half of inmate survey respondents reported that their Case Manager was helpful, as well as under half respondents reported their Unit Manager to be helpful.<sup>77</sup>
- Less than half of inmate survey respondents reported that they had been harassed or threatened by staff at DCI.<sup>78</sup> Top reasons offender survey respondents noted for the type of harassment were 1) insulting remarks and 2) multiple shakedowns.
- The top three inmate open-ended survey responses for "one change they would like to see" at DCI were (1) staff being more professional to include less racism and favoritism, (2) more programming, and (3) more consistency with rules and the running of the facility by upper management.
- Most 30 to 60 day release inmate focus group participants relayed that most unit staff are approachable and visible.
- Upon review of complaints filed involving Inappropriate Supervision,<sup>79</sup> numerous inmates made allegations of being called inappropriate names by staff members.

<sup>74</sup> 53.4 percent (n=277) inmate survey respondents reported that housing unit officers were professional and 54.3 percent (n=276) inmate survey respondents reported housing unit officers to be helpful.

<sup>75</sup> 85.4 percent (n=281) survey respondents relayed knowing how to report sexual harassment or abuse.

<sup>76</sup> 83.9 percent (n=279) inmate survey respondents reported they had not been abused by staff at DCI.

<sup>77</sup> 47.9 percent (n=242) inmate survey respondents reported their case manager to be helpful and 42.5 percent (n=252) inmate survey respondents reported their unit manager to be helpful.

<sup>78</sup> 43.5 percent (n=278) survey respondents relayed that they had been harassed or threatened by staff at DCI.

<sup>79</sup> Inappropriate Supervision is defined in AR5120-9-04 as "any continuous method of annoying or needlessly harassing an inmate or group of inmates, including, but not limited to, abusive language, racial slurs, and the writing of inmate conduct reports strictly as a mean of harassment."



## B. INMATE GRIEVANCE PROCEDURE (IGP)

CIIC's evaluation of the inmate grievance procedure<sup>80</sup> includes a review of a random sample of informal complaints and grievances, inmate survey responses, and data analysis. Overall, CIIC rates the inmate grievance procedure as **GOOD**.

### Access

- Many inmate survey respondents indicated that they have access to informal complaints.<sup>81</sup>
- Inspector's report logs showed the inspector is conducting rounds in the housing units. The Inspector also relayed that rounds have been conducted in areas including food service, Transitional Privilege Units, medical, library, package room, visitation, and mailroom.
- Over half of the inmate survey respondents reported knowing who the inspector was.<sup>82</sup>
- The inspector relayed that currently the most frequent complaint by inmates is regarding inmate property concerns.
- The inspector receives kites (inmate written communication relaying concerns regarding medical, property/theft loss, transfers, phones, and account balances).
- A low percentage of inmate survey respondents reported that they felt prevented from using the grievance procedure by staff at DCI.<sup>83</sup>
- The inspector relayed that there are currently no inmates on grievance restriction.<sup>84</sup>
- Negatively, for inmate survey respondents who reported that they had not used the grievance procedure noted the top two reasons being "Staff retaliation" closely followed by "Grievance procedure does not work" which is concerning.

### Informal Complaints

- Of the total informal complaints for CY 2016, only 3 percent of the responses received for these informal complaints were outside of the seven day timeframe mandated by DRC administrative rule, which is good in comparison to the 12 percent average allowed.
- CIIC's review of a random sample of informal complaint responses indicated that staff are generally responsive to inmate concerns and professional in their responses. There were a few responses noted that were questionable for providing

<sup>80</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.

<sup>81</sup> 81.3 percent (n=272) inmate survey respondents reported having access to informal complaints.

<sup>82</sup> 59.5 percent (n=279) of inmate survey respondents reported knowing who the inspector was.

<sup>83</sup> 42.0 percent (n=276) inmate survey respondents reported that they felt that staff would not let them use the grievance procedure.

<sup>84</sup> In accordance with AR5120-9-31 "The Inmate Grievance Procedure" Limited restrictions may be imposed, only with the approval of the chief inspector, based upon an inmate's abuse or misuse of the inmate grievance procedure.

a thorough explanation to the concerns reported and could better be explained by quoting the policy that refers to the inmates' concerns.

- Negatively, a low percentage of inmate survey respondents reported feeling that informal complaints are dealt with fairly.<sup>85</sup>

## Grievances

- In CY 2016, there were a total amount of 66 grievances filed.
- The Inspector relayed that the top three grievances filed by the inmate population for CY 2016 was healthcare, supervision (inmate/staff relations), and housing.
- CIIC's review of a random sample of grievance dispositions indicated that the Inspector at DCI does a thorough job in interviewing all relevant staff, reviewing relevant evidence, and providing a thorough response to inmates, to include providing the relevant policy in the response.
- The Inspector relayed that an area of concern that he has worked to improve with staff has been the inmate property loss concerns, even designing an inmate property checklist for supervisors to ensure that inmate property is packed up properly to prevent inmate property loss.
- A low number of inmate survey respondents reported they felt grievances were handled fairly at the institution.<sup>86</sup>

## Oversight and Accountability

- The Inspector relayed that he does attend the executive staff meetings, the department head meetings, the operations meeting held by the Deputy of Operations, and the medical quality assurance meetings, which affords him opportunity to address issues and concerns that are effecting the inmate population.
- The Inspector relayed that at the time of this inspection, he has access to Departmental policies and Administrative Regulations but a recent request has been submitted to access security policies, as well.
- The Inspector relayed that orientation is conducted with new staff and inmates to educate on the grievance procedure, as well as him conducting weekly rounds to answer any concerns or questions regarding the grievance process. The Inspector is considering providing training for staff during in-service on the grievance procedure and the Administrative Rule that governs Appropriate Supervision of offenders.
- The Inspector relayed that steps to ensure informal complaints are responded to in a timely manner by staff includes sending out notices to staff prior to the due date for the response and by tracking and monitoring the complaint process.

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<sup>85</sup> 12.4 percent (n=177) of inmate survey respondents relayed they felt that informal complaints were dealt with fairly at the institution.

<sup>86</sup> 12.4 percent (n=153) of survey respondents reported that they felt the grievances were handled fairly at DCI.

## C. TRANSITIONAL PROGRAMMING UNIT

CIIC's evaluation of the transitional placement unit (TPU) consists of an observation of the unit and evaluation of the population. CIIC rates the TPU as **GOOD**.

### TPU Population

- Staff provided a TPU tracking mechanism (TPU roster) that provides a good amount of information.<sup>87</sup>
- According to the TPU roster, there were 23 total inmates in restrictive housing, which is slightly more than the restrictive housing population during the 2015 inspection.<sup>88xxxviii</sup>
- Additionally, three inmates (45.5 percent) had been in the TPU for 30 days or longer.<sup>89</sup> The longest serving inmates had been in the unit since May 5, 2017 or 53 days. The two inmates had multiple rule violations and were classified as extended restrictive housing inmates.
- According to TPU roster, DCI had eight two-man cells.<sup>xxxix</sup>
- Of the TPU population, 65.2 percent were classified as black and 34.8 percent were classified as white. This was not in line with the institutional demographics. There was a disproportionate percentage of black inmates in the TPU compared to the institution population.<sup>90xi</sup> According to staff, one reason for the disproportionate percentage of black inmates is that inmates who are transferred from the Ohio Reformatory for Women (ORW) for rule violations are classified as TPU inmates when they arrive at DCI.
- According to the TPU roster, 17 inmates were on the Mental Health caseload or 73.9 percent of the TPU population. This is significantly higher than the institutional mental health population.<sup>91</sup>

### Conditions

- DCI's TPU population is housed on a single unit with two separate pods. Each pod has two ranges. Each cell has its own sink, toilet, and shower.
- Overall, the conditions of the unit appeared to be clean and well maintained. The cells also appeared to be clean and orderly.
- Cleaning chemicals were stored in a locked cabinet in the control room.

<sup>87</sup> The roster tracks inmates by disciplinary status, rule violation, the date that the inmate came into the TPU unit, mental health status, and STG status. All of this is important information for ensuring the orderly management the population.

<sup>88</sup> During the 2015 inspection, DCI had 18 inmates were in restrictive housing.

<sup>89</sup> In the case of an inmate placed in a short-term restrictive housing assignment, the inmate may be placed for a time period no longer than seven business days for an RIB hearing unless prevented by exceptional circumstances, unavoidable delays or reasonable postponements. Extensions beyond business calendar days shall be documented in the record of the RIB along with the reason for the delay. No extension shall exceed twenty-nine calendar days.

<sup>90</sup> As of July 7, 2017, 63.7 percent of the total inmate population were classified as white, 35.5 percent as black, and 0.8 percent were classified as of another race.

<sup>91</sup> 12.5 percent of the inmate population was on the mental health caseload.

- The crisis cells appeared clean and in good condition.
- Staff relayed that there were no maintenance concerns.
- Inmates did not relay any food-related concerns in the TPU unit.
- Recreation consisted of two outdoor recreation areas and one indoor recreation area. The recreation areas were located in between each pod.<sup>xli</sup>

### Staff Accountability

- There were no cell security issues.<sup>92</sup>
- The review of randomly selected TPU log sheets indicated that they are being fully completed.
- A review of the employee sign-in logbook indicated that executive staff are doing an acceptable job conducting necessary rounds.

### Critical Incidents

- Staff also relayed that inmates rarely flood the range.<sup>xlii</sup>
- Staff also relayed that the use of a disciplinary meal (“food loaf”) rarely occurs. The most recent serving of the disciplinary meal occurred on February 10, 2017. An inmate was served the meal after frequently destroying and misusing their serving tray and eating utensils.<sup>xliii</sup>

### Programming/Activities

- Mental Health staff conducts weekly rounds and evaluations of inmates.<sup>xliv</sup>
- The unit has only one phone that is available to inmates. According to staff, each inmate is allowed to make one phone call per week.
- According to the employee sign-in log, the medical staff are a consistent presence on the unit and conducts rounds every shift.
- Inmates have access to a bookcase for reading material.
- Educational staff logged weekly rounds to the TPU unit in the past 30 days.
- The Chaplain documented weekly rounds through the unit.

## D. LIMITED PRIVILEGE HOUSING

The evaluation of the limited privilege housing unit (LPH) consists of an observation of the unit and evaluation of the population. CIIC rates the LPH as **GOOD**.

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<sup>92</sup> Cell security issues would include inmates attempting to block cell windows or cell door windows, STG related graffiti, attempting to jam the locks or place material in the cuff-ports, or excessive clotheslines or towels on the floor.

## Population

- According to the LPH roster, there were 21 total inmates in the limited privilege unit.<sup>93xlv</sup>
- Additionally, all of the inmates had been in the LPH for more than seven days.<sup>94</sup> Staff relayed that several LPH inmates were had multiple rule violations.
- The longest serving inmate had been in the unit since May 5, 2017 or 53 days. The inmate had four rule violations and was scheduled to be released from the LPH on July 3, 2017.
- According to LPH roster, DCI had three two-man cells.<sup>xlvi</sup>
- Of the LPH population, 57.1 percent were classified as white and 42.9 percent were classified as black. This is in line with the institutional demographics.<sup>95xlvii</sup>
- According to the LPH roster, 13 inmates were on the Mental Health caseload or 61.9 percent of the LPH population. This is higher than the institutional mental health population.<sup>96</sup>

## Conditions

- The LPH is located in the M2 housing unit. A description of the unit is provided in a separate section of the report.

## Staff Accountability

- There were no cell security issues.
- A review of the employee sign-in logbook indicated that executive staff are doing an acceptable job conducting necessary rounds.
- More information can be found in the Appendix.

<sup>93</sup> During the 2015 inspection, DCI had 18 inmates were in restrictive housing.

<sup>94</sup> According to Administrative Rule 5120-9-09 ("Limited Privilege Housing Assignments"): In the case of an inmate placed in a limited privilege housing assignment, the inmate may be placed for a time period no longer than seven business days unless prevented by exceptional circumstances, unavoidable delays or reasonable postponements. Extensions beyond seven business days shall be documented in the record of the RIB along with the reason for the delay.

<sup>95</sup> As of July 7, 2017, 63.7 percent of the total inmate population were classified as white, 35.5 percent as black, and 0.8 percent were classified as of another race.

<sup>96</sup> 12.5 percent of the inmate population was on the mental health caseload.

**FAIR TREATMENT RECOMMENDATIONS**

- Consider evaluating inmate concerns regarding staff/inmate interactions and develop strategies to address.
- Consider reviewing the three noted highest grievance issues for patterns and any communication deficiencies.
- Consider reviewing staff enforcement of policies to ensure consistency in the operations of the facility.
- Consider evaluating inmate concerns regarding their perception of the grievance procedure.
- Ensure the Inspector has access to all policies to advise institutional personnel in changes in laws, rules and procedures concerning inmate rights and to assist in responding to inmate complaints.

## V. REHABILITATION AND REENTRY

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

### A. REENTRY PLANNING

CIIC's evaluation of reentry planning<sup>97</sup> includes interviews of staff,<sup>98</sup> focus groups of inmates,<sup>99</sup> a document review of Offender Transitional Release Plans<sup>100</sup>, and inmate survey responses. Overall, CIIC rates the reentry provisions as **GOOD**.

#### Staff Accountability

- Staff reported that unit staff consists of: 1 unit management chief, 2 unit managers, 2 professional administrator 1's, 4 case managers, and 4 correctional counselors/sergeants. Staff vacancies and staff shortages include 3 case managers (1 temporary level case manager, 2 recent hires with start dates) and 1 unit manager temporarily off.
- The unit management chief relayed that reentry approved programming is facilitated by the unit staff in addition to conducting other meaningful activities and programs.
- DCI had a reentry resource fair day on April 11, 2017 with approximately 25 outside organizations in attendance to provide reentry resources to the inmate population.
- There were 2 security reviews noted as more than one month past due, one being noted as Out to Court.
- Case manager focus group relayed that one thing that unit staff does well at the institution is that they communicate well.
- The case manager focus group said that their day to day obstacles are just not having enough staff and finding answers to all of the questions the offenders ask.
- The case manager focus group describe communication between security staff and unit staff as good.
- Case manager focus group relayed that additional resources necessary to assist them in most effectively doing their job would be to have internet access.

<sup>97</sup> Reentry planning requires pervasive attention to individualized details from the first day of incarceration through the post-release period. Effective reentry planning is crucial for a successful reintegration into society. The inspection considers the amount and types of offender access to unit programs and purposeful activities, inmate contact with local community representatives, and staff accountability related to reentry processes and unit life.

<sup>98</sup> CIIC inspection process includes interviews of the Reentry Coordinator (RC), the Unit Management Chief (UMC), and available Case Managers (CM).

<sup>99</sup> CIIC conducts focus groups of offenders who are within approximately 30 days of their release date.

<sup>100</sup> An offender transitional release plan is a checklist identifying an offender has housing, transportation, community linkage, an ID card and other resources necessary for preparing the offender to be released back in to the community.

- Out of thirty one RPLANS reviewed, two of the reviewed RPLANS noted some missing information to have a completed RPLAN.<sup>101</sup>
- A high number of inmate survey respondents relayed that staff did not talk with them about what programs to take while incarcerated for the Ohio Risk Assessment Tool.<sup>102</sup>

## Reentry Resources

- The unit management chief relayed that some of the barriers for the inmates to access purposeful activities and reentry programming are program space and the lack of staff to facilitate the programs.
- DCI inmates in the 30 to 60 days-to-release focus groups relayed that the institution could better prepare inmates for reentry by getting more staff to run programs and to assist with release preparation, more vocational programs to offer more skilled trades, and to provide more community resources in areas that the inmates are returning back to.
- DCI education department does offer TEP, Transitional Education Program.<sup>103</sup>
- DCI inmates in the 30 to 60 days-to-release focus groups relayed that barriers that prevent the offender population from participating in purposeful activities and reentry programming are waitlist for programs, need more staff to run programs, program space, and the offenders with short-term sentences not being able to get in to reentry approved programs due to not having enough time.
- Under half of offender survey respondents relayed knowing where to find reentry information.<sup>104</sup> In addition, over half of inmate survey respondents reported knowing how to find a state ID, food, continuing health care and education.<sup>105</sup> Lower than half inmate survey respondents reported knowing how to get housing, jobs, recovery services, and county agency information upon release.<sup>106</sup>
- The Dayton Correctional Institution Annual Needs Assessment Report 2016 relays the following inmates' suggestions to improve upon release preparation: identified

<sup>101</sup> Some of the missing information found from the RPLANS reviewed were mental health information, ID information, and unit information.

<sup>102</sup> 71.2 percent (n=278) inmate survey respondents relayed that staff had not talked with them about what programs to take while incarcerated

<sup>103</sup> Transitional Education Program (TEP) curriculum objective is to identify personal, financial and career goals of the student and the key points include career goals, financial literacy, personal budgeting, resume creation, job search, job interview, family budgeting, accessing community resource, and strategies for successful reintegration back in to the community.

<sup>104</sup> 43.2 percent (n=278) inmate survey respondents reported knowing where to find reentry information at DCI.

<sup>105</sup> 57.1 percent (n=261) inmate survey respondents reported knowing how to obtain a state ID, 54.2 percent (n=262) inmate survey respondents reported knowing how to obtain food, 52.9 percent inmate survey respondents (n=263) reported knowing how to obtain continuing health care, and 55.5 percent (n=256) survey respondents reported knowing how to obtain education.

<sup>106</sup> 38.7 percent (n=256) inmate survey respondents reported knowing how to obtain housing upon release, 49.2 percent (n=258) inmate survey respondents reported knowing how to obtain a job upon release, 48.6 percent (n=247) inmate survey respondents reported knowing how to find recovery services upon release, and 49.8 percent (n=261) inmate survey respondents reported knowing how to find county agency information upon release.



the need for more programs based on finding jobs, programs should be offered based on earliest eligibility date instead of out date, clothing needed upon release, have more staff trained in the area of inmate release preparation, getting responses to kites/communications on questions regarding release preparation, some reentry programs on library computers to be accessible, and making information on release preparation more readily available.

## B. REHABILITATIVE PROGRAMMING

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

### Unit-Based Programs

- DCI offers five reentry programs.<sup>107</sup>
- Over half of inmate survey respondents relayed that it is easy or neutral to get in to unit programs.<sup>108</sup>
- The unit management chief provided the inspection team a copy of the Annual Needs Assessment Report 2016. Concerns reflected in the Annual Needs Assessment by staff were scheduling programs were inmate gangs are housed in the same unit, certain violent inmates need security levels raised, some inmates are not allowed to attend church services due to security level, the need of a job fair that includes various counties, and the need for assistance for interstate compact.
- DCI had no systematic method for tracking reentry program participation, reentry program completion, and reentry program waitlist for programming, but are currently working on creating a tracking mechanism.
- DCI waitlist numbers for reentry programs provided:

Program	Waitlist total	Program	Waitlist total
Thinking for a Change	383	Cage Your Rage	222
Money Smart	26	Victim Awareness	54

- DCI program current enrollment numbers for reentry programs:<sup>109</sup>
- DCI reentry programs program completions for FY 2016:

<sup>107</sup> Reentry Approved Programs offered at DCI are: Thinking for a Change, Money Smart, Cage Your Rage, Anger Management, and Victim Awareness.

<sup>108</sup> 59.3 percent (n=246) offender survey respondents reported it being easy or were neutral about being able to access unit programs.

<sup>109</sup> Reentry programming is temporarily not running due to staffing levels and staff getting trained.

Program	Number Enrolled	Program	Number Enrolled
Thinking for a Change	20	Victim Awareness	27
Cage Your Rage	40		

### Additional Purposeful Activities

- DCI has multiple inmate facilitated programs and meaningful activities.<sup>110</sup>
- DCI offers six inmate groups: 7 Steps, Inmate Community Affairs Committee (ICAC), Genuine Rehabilitation of Women (G.R.O.W.), Entrepreneurial Reentry Assistance (ERA), Cultural Awareness Committee (CAC), and Life Group.
- DCI offers various religious programming.<sup>111</sup>
- Special Events/Programs offered at DCI are Family Days, Mom & Kids Day, Yard Day, Bill Glass event, Free Hair and Make-up Day, and Black History Month events.

### On-Site Observation

- During this inspection visit, staff observed a unit program with outside facilitators called Release Preparation Program. This program provided interactive discussion, but it did not engage the participants in assigned tasks, reading materials, or coursework. There was no lesson plan and it appeared to be more of a presentation setting than a classroom setting for learning. Good information being provided by I would arrange the area so the participants are able to participate with reading materials and note taking.

<sup>110</sup> Inmate facilitated programs and meaningful activities include: adventure in attitude, anger management, arts and crafts class, child care, comedy group, community service, divorce groups, dog program, dolls for charity, domestic violence, early childhood education, reintegration unit, faith based dorm, financial empowerment, footsteps, healthy relationships/conflict resolution, Hearts, Home economics, job fairs, karaoke, legal understanding, life after prison, life after sobriety, military program, mindfulness class, peer mentoring, personal hygiene class, poetry slam, Power Net, Price of Freedom group, Second Chance Program, Sex offender rehabilitation, sign language course, strength finders, Tapestry/Oasis, Toast Masters, VIP, and writing classes.

<sup>111</sup> Religious programming include: Protestant worship services, Life Builders, Anger Management/non-violent communication book, Catholic Instruction, Praise/Mime Dance Rehearsal, Baptism Bible study, Crossroads Anywhere, Interdenominational Scripture/Community Service, Kairos Council Member Meeting, Jehovah's Witness services, Recovery, Choir rehearsal, Mindful Meditation, Son Reign Ministry, Healing Hearts/anger management, Women of Wisdom, Catholic Mass, Worship Arts – Drama Team Rehearsal, Hustlin, Orientation, Living the Steps, Kairos, Taleem/Jumah Muslim Services, Epiphany, Hope through Harmony, Immediate Enlightenment, Financial Peace University.

## C. FAMILY ENGAGEMENT AND COMMUNITY CONNECTIONS

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

### Family Connections

- DCI promotes offender communications with family, friends, and community through family participation in program graduations, religious services events, visitation, mail, email, phones, and free envelopes.
- Staff relayed that some of the positive activities/actions that the institution has implemented to prepare inmates for successful reentry has been the pre-release preparation class, the reentry coalition contacts, and the community linkage.
- A high number of DCI inmate survey respondents relayed that they have had problems with the mail process.<sup>112</sup>
- A low number of inmate survey respondents reported having problems with visitation.<sup>113</sup> If offenders did note having problems with visitation, the top noted reason were: "visit scheduling process" and "visitors not approved".
- DCI reported 171,758 community service hours for YTD for December 2016.
- Staff reported that DCI does has 612 active community volunteers.<sup>114</sup>
- Staff relayed that inmate phones and/or JPay machines being broken create barriers for inmates communicating with their family, friends and the community at DCI, as well as distance to travel for inmate visits.
- Unfortunately, over half of inmate survey respondents relayed having problems with the phones.<sup>115</sup> The top three noted reasons for having problems with the telephones were: "phones are broken", "not enough phones", and "denied use by other inmates".

## D. ACADEMIC PROGRAMMING

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

- DCI education department offers Pre-GED, GED, High School option, Literacy, ABLE, apprenticeship programs, Vocational programs, Advanced Job Training, and Transitional Education Program (TEP).
- DCI education department conducted its annual needs assessment on December 22, 2016.

<sup>112</sup> 63.1 percent (n=282) of DCI offender survey respondents reported having problems with mail.

<sup>113</sup> 36.1 percent (n=277) of DCI offender survey respondents reported having problems with visitation.

<sup>114</sup> Active community volunteers are defined as volunteers who enter the facility more than three times per year.

<sup>115</sup> 61.0 percent (n=282) of DCI offender survey respondents reported having problems with phones.

- DCI education department consists of one principal, one assistant principal, five academic teachers, three career technical teachers, one Advanced Job Training instructor for Sinclair University, one guidance counselor, one intervention specialist, and one librarian. There is currently one job vacancy for an Academic/GED teacher in the education department.
- The approximate average of student/teacher ratio are 25 to 1 for Academic and 30 to 1 for Career/Tech classes.
- There are currently nine certified inmate tutors and two program aides being utilized by the education department.
- The DCI education department does have a CAILab that is equipped with twenty computers, career/tech is equipped with twenty-three computers, and the Advanced Job Training class (Sinclair College) is equipped with thirteen computers. Staff reported that the computers are all operable at the time of this inspection.
- Over half of inmate survey respondents relayed that it is easy or were neutral to get into academic programming.<sup>116</sup>
- DCI education department relayed that they offer tutor training for inmates on a quarterly basis and they do have a certified tutor specialist staff to provide this training.
- The DCI staff relayed that initiatives used to increase inmate access to educational programs has been to look at reports and identify areas of deficiencies and provide extra resources to those students, ordering updated resources and materials for students to utilize to study for the GED attainment, and providing assistance for areas in reading and mathematics.
- The DCI principal shared that the amount of GED attainments of the inmate population is what she is proud of in terms of education at DCI and the biggest challenges confronting education instruction has been students who do not want to come to class.
- DCI reported Academic graduation totals for FY 2016-FY 2017.<sup>117</sup>
- DCI Ohio Central School System Monthly Enrollment Report for May 2017 identified the number of children served in the Reading Room which is located in the offender visiting room was 120 children and 7,024 narrator hours reported YTD.<sup>118</sup>
- Education staff reported hours for the reading room services do not get reported consistently to the education department for the monthly report.

### Program Observation

- CIIC was not able to observe an educational program due to school being on break during the time of this inspection.

<sup>116</sup> 51.4 percent of survey respondents (n=251) relayed it was easy or were neutral about the ease to get into academic programming.

<sup>117</sup> Graduation totals at DCI FY 2016 – FY 2017 include: ABE graduates = 65, Pre-GED graduates = 168, and GED graduates = 55

<sup>118</sup> DRC 76-VIS-04 states that reading room coordinators shall submit a monthly report to the Ohio Central School System Literacy Coordinator using the Education Monthly Report Form (DRC2311).

## E. LIBRARY SERVICES

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

### Library Facilities

- DCI library appeared organized and clean.
- The librarian reported the seating capacity for the library is approximately fifty inmates.
- Staffing for library services includes one librarian.
- The librarian relayed that the inter-library loan requests, donated books and ordering updated materials for the library are methods utilized to add new materials to the library.
- The DCI library did reflect secondary educational and ethnic section materials.
- DCI library currently has 2 LexisNexis computers in the law library, 4 cataloguing computers, and three typewriters. The DCI library has a Reentry Resource Center that provides 2 reentry resource computers. All computers are operable except 1 cataloguing computer at the time of this inspection.
- DCI library has a Reentry Resource Center with a surplus of resource reentry materials in accordance with policy.<sup>119</sup>
- The librarian relayed that some improvements he would like to make to the library would be to add more computers and to increase the librarian staffing level to add a librarian assistant position.
- DCI library has 7 inmate workers assigned, to include 2 inmate law clerks and 4 inmate volunteers.
- The library has audiovisuals including: compact discs, readers for the blind, and books the inmates can access digitally through JPay.
- Staff relayed that the most frequent uses of the library by the offenders are books and magazines.
- A library advisory committee meeting was held in April 2017. The participants included: a representative from unit management, the librarian, the principal, the central librarian administrator, a representative from the Dayton Metro who is the outside resource for the inter-loan library services, and an inmate representative.
- Library committee meeting minutes noted that the DCI Library Services Operational Manual was reviewed and revised, a need to purchase more computers, a need to adjust the schedule of services provided to the TPU unit, updating required legal print materials, the need to purchase a flatbed scanner/high volume printer, and the need for job linkage assistance.

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<sup>119</sup> DRC 78-REL-05 states that the Reentry Resource Center in each institution shall contain the following mandatory information for offender access: Reentry Resource Guide, information available to apply for birth certificate, social security cards, military discharge papers, Veteran's administration materials, voter's rights information, other verified "service" information for reentry preparation, and driver's license information.

## Library Access

- The library schedule reflects two evening library sessions and weekend hours which is in compliance with departmental policy.<sup>120</sup>
- The librarian reported that rounds are conducted on a weekly basis to the TPU (transitional program units) which is in compliance with DRC 57-EDU-02.<sup>121</sup>
- Staff relayed that complaints received from inmates regarding the library are the need for new books and more library resources.
- Inmates reported positive aspects of the library are: resources, information, and a conducive atmosphere for reading and learning.

## Library Special Programs

- The library does offer a Library Book Club with a focus on a variety of genres.

## F. VOCATIONAL AND WORK SKILL DEVELOPMENT

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

- DCI does offer three career-technical educational programs.<sup>122</sup>
- DCI does offer advanced job training (AJT)<sup>123</sup> with one hundred and one student participants reflected in the May 2017 Ohio Central School System Monthly Enrollment Report.
- DCI reported vocational and career tech totals for FY 2016 – FY 2017.<sup>124</sup>
- A high number of inmate survey respondents indicated it was difficult to get into vocational training.<sup>125</sup>

<sup>120</sup> DRC 58-LIB-01 states that library services shall be available to the inmate population daily to include evenings and weekends, which includes all satellite library locations.

<sup>121</sup> DRC 57-EDU-02 states to ensure the accessibility of education staff and continuity of services, a library staff member shall visit each special population housing unit at least weekly with the area's logbook signed for accountability.

<sup>122</sup> Vocational programming offered at DCI are: Culinary, APS (Administrative Professional Support), and HVAC.

<sup>123</sup> Advanced Job Training is offered through Sinclair College.

<sup>124</sup> Vocational and Career Tech graduation totals include: Culinary = 23 graduates, Administrative Professional graduates = 12, HVAC graduates = 41, 5 week Vocational Student graduates = 499, TEP (Transitional Education Program) graduates = 136, Sinclair College graduates = 358, and apprenticeship graduates = 26.

<sup>125</sup> 56.1 percent of survey respondents (n=253) relayed it being difficult to get into vocational training.

### Apprenticeship Programming

- Staff reported that DCI currently offers four apprenticeship programs.<sup>126</sup>
- The Ohio Central School System DCI May 2017 Monthly Enrollment Report reflected that there are currently 28 apprentices enrolled for May 2017 and 52 apprentices that had been enrolled YTD.

### G. OHIO PENAL INDUSTRIES<sup>127</sup>

- There are no OPI shops available at Dayton Correctional Institution.

### REHABILITATION AND REENTRY RECOMMENDATIONS

- Consider review of staffing levels to provide more services and programming to the offender population.
- Consider improvement process for tracking reentry approved programs.
- Consider developing more vocational trade programs to include an OPI shop.

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<sup>126</sup> Apprenticeship programs offered at DCI include: animal trainer, janitorial, maintenance repair worker, and stitching/sewing.

<sup>127</sup> 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.

## VI. FISCAL ACCOUNTABILITY

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

### A. FISCAL WELLNESS

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

#### Budget Overview

- According to their FY 2016 budget overview, DCI used 99.8 percent of their allocated budget.<sup>128xlviii</sup> Institutional operational payroll accounted for 67.8 percent of their expenses, followed by institution operation supplies (8.6 percent), and medical payroll (7.5 percent).<sup>xlix</sup>
- Through June 28, 2017, DCI had used 99.2 percent of their FY 2017 allocated budget.<sup>129</sup>

#### Fiscal Audits

- In their most recent internal audit, DCI was compliant in nine of their ten applicable mandatory standards for an overall score of 90.0 percent.<sup>1</sup>
- In their most recent external fiscal audit, the External Auditor found six concerns that were related to inaccuracies with payroll, commissary fund, cashier's office, inmate trust fund, and the petty cash fund.<sup>130li</sup>

#### Overtime Management

- In FY 2016, DCI paid \$1,374,440.37 in correctional officer overtime costs, which was a 1.4 percent increase from FY 2015.<sup>131lii</sup>

<sup>128</sup> Based on the DCI Budget Overview, DCI spent \$25,769,658.51 of their allocated budget (\$25,819,365.23).

<sup>129</sup> The FY 2017 allocated budget for DCI is \$25,214,696.77.

<sup>130</sup> Regarding the employee payroll, not all of the hours worked and leave paid were properly recorded or documented; regarding the commissary fund, staff did not report damaged or old stock on their monthly income statements. Also, commissary did not properly clear the group sales in May 2014; regarding the inmate trust fund, notices were not consistently sent to the released inmates. Also, three external debt accounts for released inmates were not cleared from the computer system; regarding the petty cash fund, 15 disbursement vouchers were not paid within 30 days.

<sup>131</sup> In FY 2015, DCI paid \$1,354,850.36 in correctional officer overtime.



## Inmate Property Loss Reimbursement

- In CY 2016, DCI paid \$87.70 in property loss payouts which was a 40.7 percent decrease from the \$148.01 paid in CY 2015.<sup>liii</sup>

## Infrastructure

- The following capital improvement requests were completed during FY 2015-2016:

○ Steam system/facility heating renovation	\$2,260,000
○ HVAC upgrade	\$1,010,000
○ Supplemental roof replacement request	\$447,500
○ Security lighting upgrade	\$385,000
○ Perimeter/interior pavement overlay	\$347,500
○ Shower renovation	<u>\$335,000</u>
	\$4,785,000

- The following capital improvement requests were completed during FY 2017-2022:

○ Boiler replacement project for buildings E & F	\$2,510,000
○ Windows replacement/security screen installation (all units)	\$1,885,000
○ ADA compliance upgrades/renovations	\$1,447,500
○ Fire alarm replacement/upgrade	\$700,941
○ Control center upgrade and Sally Port	\$697,500
○ Parking lot and perimeter asphalt project	\$481,250
○ Flooring replacement	\$292,830
○ Exterior door replacement-all buildings	\$283,800
○ LED lighting upgrade-external and all buildings	\$283,800
○ Freezer and cooler upgrade (food service)	\$258,000
○ New sidewalks and rail mounts for A & B buildings	\$223,170
○ Swift gear transfer replacement	\$201,203
○ Masonry repairs, tuck pointing (waterproofing) exterior	\$196,080
○ Security spider and segregation boxes	<u>\$178,020</u>
	\$9,639,094

## B. ENVIRONMENTAL SUSTAINABILITY

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

### Utility Conservation<sup>132</sup>

- Overall, DCI decreased their total utility costs by \$213,516 (21.0 percent) in FY 2016. The most significant decrease was regarding their water costs which decreased by 27.5 percent.<sup>liv</sup> Additionally, natural gas costs decreased by 27.4 percent and electrical costs decreased by 8.7 percent.
- DCI decreased the use of all of their utilities. Water was the largest decrease with 28.0 percent followed by electrical usage with a 5.5 percent decrease and natural gas usage with a 4.2 percent decrease.<sup>lv</sup>
- The FY 2015-16 utility consumption and costs comparisons are illustrated in the following chart:

Energy Type	FY 2015	FY 2016	Percentage of Change
Water (gal)	67,448,611 gal	48,563,000 gal	-28.0%
	\$252,109.20	\$182,845.44	-27.5%
Natural Gas (ccf)	873,066 ccf	836,326 ccf	-4.2%
	\$416,453.19	\$302,266.35	-27.4%
Electric (kwh)	4,445,001 kwh	4,199,226 kwh	-5.5%
	\$347,317.31	\$317,251.91	-8.7%
Total Costs	\$1,015,879.70	\$802,363.70	-21.0%

### Recycling

- In FY 2016-17, DCI recycling projects resulted in \$5,844 of revenue which was a significant increase from the \$719.46 of revenue in CY 2015-16.<sup>lvi</sup>

### Sustainability Audit

- DCI conducted a sustainability audit which outlined additional energy conservation and waste reduction initiatives from FY 2016-17.<sup>133lvii</sup>

<sup>132</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>133</sup> The sustainability audit found the following: installed perimeter lighting; steam boiler project; eliminated power plant; will replace the washers and dryers after 30 years; de-lamped some areas; purchased replacement bulbs; lights are turned off depending on area of use; submitted capital improvement requests to complete projects;

### Sustainability Cost Avoidance

- The following cost savings provided DCI are based on initiatives that were implemented during FY 2016:
  - Upgraded the fire alarm system that reduced overtime paid for (fire watch procedures).

### Sustainability Programs

- Staff relayed that DCI does not have the Roots of Success due to a lack of inmate instructors. However, DCI will have two facilitators and a classroom to conduct their program in the fall of 2017.
- DCI does not has three Re-Claimers that earn \$22 per month.

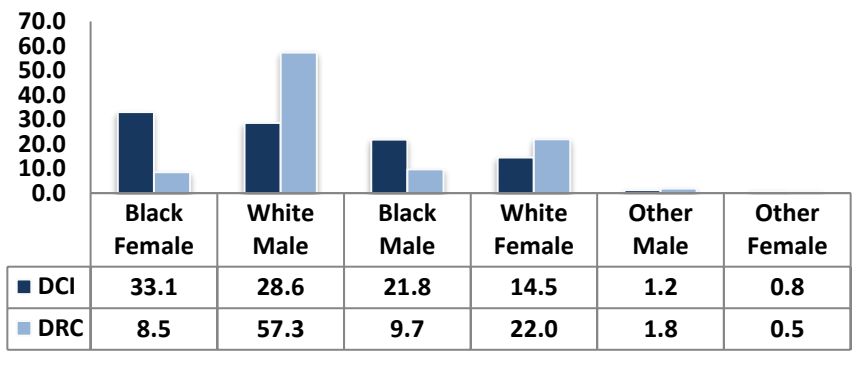
### C. STAFF MANAGEMENT

CIIC's evaluation of staff management includes a data review and staff interviews regarding overtime management, turnover ratio, morale, training, and evaluations. CIIC rates staff management as **ACCEPTABLE with a need to improve the workplace environment and address staff concerns.**

### Staff Demographics

- As of June 2017, DCI had 248 total staff including 132 correctional officers (53.2 percent). Of the total staff, 51.6 percent were male and 48.4 percent were female. Additionally, 43.2 percent were classified as white, 54.8 were classified as black, and 2.0 were classified as individuals of another race. The following chart compares the DCI staff breakdown to the DRC total staff breakdown as of January 2017:

**Chart 5**  
**Staff Breakdown Comparison<sup>134</sup>**  
**As of June 2017**



- Also as of June 2017, the DCI inmate-to-officer ratio was 6.5-to-1 which is a less than the DRC average of 6.9- to- 1.<sup>lviii</sup>

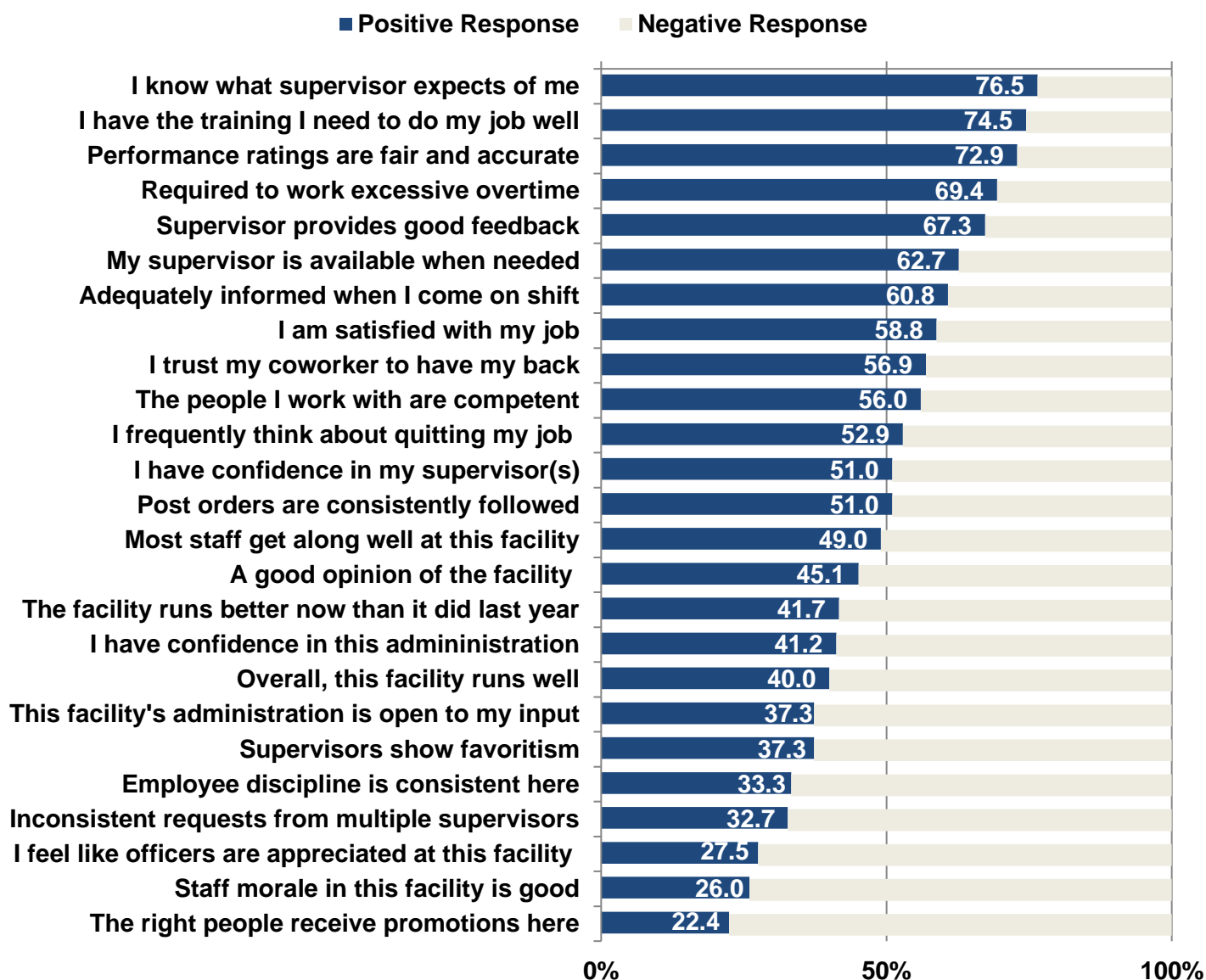
## Workplace Environment

CIIC interviewed 14 correctional officers who provided the following insight regarding the DCI workplace environment:<sup>lix</sup>

- Most of the officers believe the institution is not well-run. Officers relayed concerns regarding inconsistent communication between staff. Some officers relayed concern that they do not have a good relationship with the administrative staff.
- Nearly all of the officers interviewed feel supported by their immediate supervisor. However, officers were nearly divided regarding their opinions on their administration. Although most officers stated that they feel supported by their administration, many of the officers relayed concern that they do not have a good relationship with the administrative staff.
- Most of the officers rated morale as “low.” Officers relayed concerns of favoritism and miscommunication from their non-direct supervisors. Officers also stated that a lack of communication and the lack of acknowledgement from the administrative staff when they conduct their rounds are additional factors that contribute to the low morale.

CIIC received a total of 51 survey responses (38.6 percent) from DCI Correctional Officers. The survey responses indicate that officers have some concerns regarding their work environment.<sup>lx</sup>

<sup>134</sup> According to their staff demographics, DCI has a higher percentage of black female and black male staff in comparison to the DRC average.

DCI Correctional Officer Survey Results:<sup>135</sup>

Regarding the open-ended questions, more officers responded to the question regarding “one change that you would make” in comparison to the question regarding “one positive aspect of this facility.”<sup>136</sup>

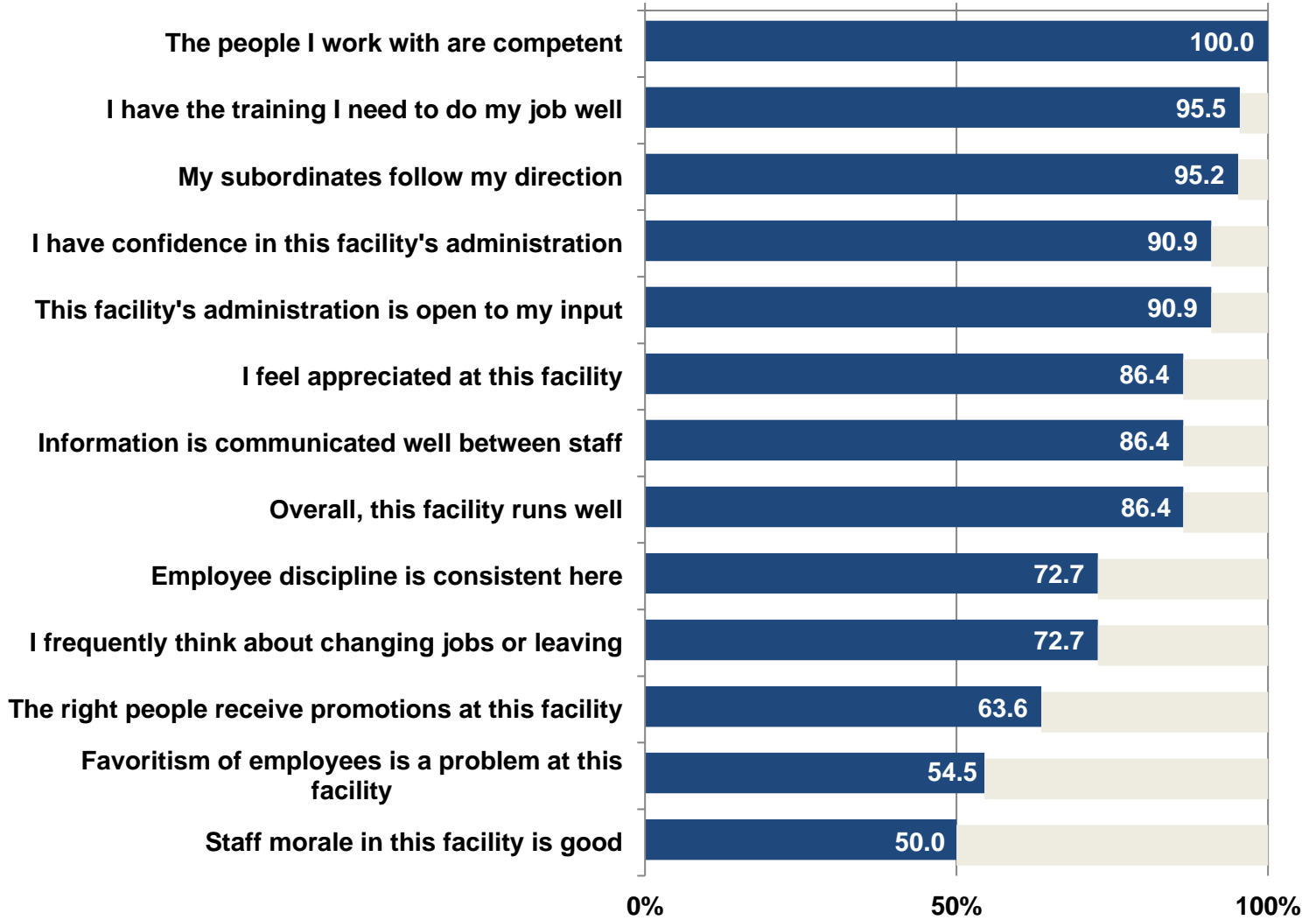
CIIC received 22 survey responses from DCI Supervisors. Overall, the supervisor survey responses were positive.

<sup>135</sup> Results are ranked in order most positive response.

<sup>136</sup> Some of the changes that correctional officers would make include most of the administrative staff; more consistent communication between staff; consistency regarding inmate discipline; more support for staff; more consistency regarding direction from the supervisors; and new training.

### DCI Supervisor Survey Results:

■ Postive Response ■ Negative Response



Supervisors were given four open-ended survey questions to provide additional feedback related to their institution and managing their staff.<sup>137</sup>

### DCI Cultural Assessment

A review of their March 2015 cultural assessment found that some responses by staff were similar to the officer survey responses and interviews.<sup>lxii</sup>

<sup>137</sup> Some of the positive aspects of DCI were the support from other officers; job security; earning a steady paycheck; new administrative staff members; and proximity of the institution.

DCI Cultural Assessment Results	
Cultural Strengths	Cultural Opportunities (Areas of Concern)
Significant number of long-term employees	Low morale due to outside promotions, lack of staff recognition, and a perception that inmates are more valued than staff
Facility improvements	Little support or training in regard to managing the current inmate population.
Positional pride	A separation between leadership and line staff which includes a lack of visibility or staff acknowledgement.
The engagement process	Mental health needs of the inmates.
	A lack of compliance with DRC policies.
	A lack of consistency from supervisors and enforcing behavior.

Staff provided additional feedback regarding “one wish” or one change they would like to happen at DCI:<sup>138</sup>

### Evaluations

- In CY 2016, DCI staff completed 100 percent of their 261 performance evaluations.<sup>lxiii</sup> Of the total, 257 (98.5 percent) were completed within the required time period.

<sup>138</sup> Some of the “wishes” made by staff include: more thought in the administration; every manager and staff be on the same page; work more as a team; continue to policy and procedure and address the worst issues regardless of how the media portrays the institution; manage DCI like a maximum security prison; staff should come together and work harder to support the Warden and the administration staff; hire more staff; upper management needs to work more with the officers; and more accountability especially from the executive staff.

## Training<sup>139</sup>

- The FY 2017 DCI mandated training completion rates consisted of the following:<sup>lxv</sup>
  - Oleoresin Capsicum (OC) Spray: 100.0 percent<sup>140</sup>
  - CPR/ First Aid: 99.2 percent<sup>141</sup>
  - E- Learning: 98.7 percent<sup>142</sup>
  - Defense Tactics: 98.4 percent<sup>143</sup>
  - Firearms Training: 97.5 percent<sup>144</sup>

## Turnover Ratio

- In FY 2016-17, DCI had a 6.7 percent total staff turnover ratio, which was a decrease from 2015-16.<sup>lxvi</sup> The FY 2015-16 DCI turnover ratio was 7.5 percent.

## Vacancies

- On the day of the inspection, DCI reported 24 total vacancies which are higher than the number of reported vacancies from the 2015 inspection.<sup>145</sup> Only six of the vacancies were correctional officer positions.<sup>lxvii</sup>

## Recruiting and Retention Initiatives

- Recruiting initiatives includes attending local area job fairs.
- DCI staff assisted the Corrections Training Academy (CTA) with employee career advancement by conducting mock interviews and provided quality analysis and feedback to the CTA staff.<sup>lxviii</sup>
- The human resources staff networks with current DCI staff to recruit potential new staff.<sup>lxix</sup>

<sup>139</sup> DRC required 40 hours of in-service training for custody staff (all non-clerical/support designated staff) and 16 hours in-service training for non-custody (clerical/support staff). According to DRC policy, 39-TRN-02 ("In-Service Training"), the prisons are mandated by the CTA to ensure custody staff receives annual re-certification training on the following topics: firearms, unarmed self-defense, CPR/First Aid, and in-service training. Institutions are only mandated to take CPR every other year. These topics are derived from Administrative Regulations, Legislative/Judicial Requirements, ACA Standards, DRC policies, and/or other Department Training Advisory Council recommendations. The goal of each institution is for all required staff to complete 100 percent of their required training by the end of each fiscal year.

<sup>140</sup> 158 of 158 successfully completed their training.

<sup>141</sup> 250 of 252 staff successfully completed their training. Two staff did not complete due to disability or military leave.

<sup>142</sup> 230 of 233 successfully completed their training. Three staff did not complete due to disability or military leave.

<sup>143</sup> 248 of 252 staff successfully completed their training. Four staff did not complete due to disability or military leave.

<sup>144</sup> 158 of 162 staff successfully completed their training. Four staff did not complete due to disability or military leave.

<sup>145</sup> During the 2015 inspection, DCI reported 12 vacancies.



**FISCAL ACCOUNTABILITY RECOMMENDATIONS**

- Ensure all of the required standards are met for the external fiscal audit.
- Ensure the Roots of Success program is implemented in 2017.
- Consider methods to establish a better working environment by addressing officer concerns regarding favoritism; inconsistent communication; a negative working relationship with the administration staff; and low morale.

## **VII. APPENDIX**

### **A. INMATE SURVEY**

A voluntary, confidential and anonymous survey of a representative sample of the prisoner population was carried out during this inspection on June 27, 2017.

The survey was administered using a systematic sampling method of inmates stratified by housing unit. A sample of 431 was selected from 903, the institutional population. The sample size was chosen so we would have a five percent margin of error.

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

In the sample, 392 surveys were given out. 39 inmates were not present in their housing unit during the distribution of surveys, four blank surveys and 282 completed surveys were returned. The number of returned surveys represents 32.6 percentage of the population.

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

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

## 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 this prison. Your participation in this survey is voluntary and anonymous. Please take a few minutes to complete the survey. Thank you.

Please mark within the boxes.

### Right Way

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

OR

### Wrong Way

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

**Q1 Is your housing unit clean on most days?**

Yes..... 197  
No ..... 83

**Q2 On average, when do you see the nurse after filing a health service request (sick call slip)?**

Next day..... 21  
Within 2 days ..... 132  
More than 2 days ..... 107  
Never filed..... 22

**Q3 If you are on the chronic care caseload, do you see medical regularly?**

Not on chronic care caseload ..... 108  
Yes..... 125  
No ..... 45

**Q4 Overall, how satisfied are you with the quality of the care you get from the following:**

	Very Satisfied	Satisfied	Neutral	Unsatisfied	Very Unsatisfied	Never Used
Nurses	28	66	98	35	42	9
Doctor	23	36	83	48	69	16
Dentist	22	60	72	35	39	45
Mental Health	49	56	65	26	26	53

**Q5 How could medical services be better?**

182

**Q6 Do you feel you are able to use mental health services?**

I do not need mental health services..... 74  
Yes..... 171  
No ..... 36

**Q7 Do you feel you are able to get into recovery services programs?**

I do not need recovery services..... 59  
Yes..... 114  
No ..... 109

**Q8 How satisfied are you with recreation? (Choose ONE answer)**

Satisfied..... 60  
Neutral ..... 123  
Unsatisfied ..... 99

**Q9 If you have a concern about recreation, what is it? (Choose all that apply)**

Do not have a concern with recreation ..... 97  
Not enough time ..... 82  
Number of activities ..... 102  
Schedule not followed..... 100  
Access denied by other inmates..... 60

**Q10 How satisfied are you with the food in the chow hall? (Choose ONE answer)**

<i>Satisfied</i> .....	14
<i>Neutral</i> .....	58
<i>Unsatisfied</i> .....	208

**Q11 If you have a concern with the food, what is it? (Choose all that apply)**

<i>Do not have concerns with the food</i> .....	18
<i>Quality of the meal</i> .....	211
<i>Lack of variety</i> .....	170
<i>Portion sizes</i> .....	149

**Q12 If you have a concern with food service operations, what is it? (Choose all that apply)**

<i>Do not have concerns with the operations</i> .....	23
<i>Sanitation</i> .....	165
<i>Inadequate substitutes</i> .....	107
<i>Enough time to eat</i> .....	100
<i>Running out of food</i> .....	207
<i>Delays in service</i> .....	113

**Q13 Do you know who the inspector is?**

<i>Yes</i> .....	166
<i>No</i> .....	113

**Q14 Are you able to get the following:**

	Yes	No
Kites	255	18
Informal Complaints	221	51
Health Service Request Forms (sick call slips)	232	44

**Q15 Do you feel that the following are handled fairly at this institution:**

	Yes	No	Never filed
Informal Complaints	22	155	103
Grievances	19	134	123

**Q16 Have you ever felt that staff would not let you use the grievance procedure here?**

<i>Yes</i> .....	116
<i>No</i> .....	160

**Q17 If you have never used the grievance procedure, why not? (Choose ONE answer)**

<i>No problems / reason to use</i> .....	93
<i>Grievance procedure does not work</i> .....	95
<i>Staff retaliation</i> .....	108
<i>Form not available</i> .....	27
<i>Do not want to be a snitch</i> .....	20
<i>Do not know how to use</i> .....	14

**Q18 Do you feel safe from other inmates here?**

<i>Safe</i> .....	120
<i>Neutral</i> .....	112
<i>Unsafe</i> .....	46

**Q19 Have you been harassed or threatened by other inmates here?**

<i>Yes</i> .....	104
<i>No</i> .....	173

**Q20 If you have been harassed or threatened by inmates here, what was it? (Check all that apply)**

<i>I have never been harassed or threatened here</i> ...	153
<i>Insulting remarks</i> .....	103
<i>Sexual harassment</i> .....	26
<i>Racial or ethnic origin</i> .....	67
<i>Religion / religious beliefs</i> .....	18
<i>Age</i> .....	28
<i>Disability / medical condition</i> .....	28
<i>Having commissary / property taken</i> .....	56
<i>Debt / extortion</i> .....	34
<i>Offense / crime</i> .....	32
<i>You were new here</i> .....	24

**Q21 Have you ever been abused by inmates here?**

<i>Yes</i> .....	59
<i>No</i> .....	220

**Q22 If you have been abused by inmates here, what type of abuse was it?**

<i>I have not been abused here</i> .....	205
<i>Sexual</i> .....	14
<i>Physical</i> .....	54

**Q23 Have you been harassed or threatened by staff here?**

Yes..... 121  
No ..... 157

**Q24 If you have been harassed or threatened by staff here, what was it? (Check all that apply)**

*I have never been harassed or threatened here...* 138  
*Insulting remarks* ..... 117  
*Sexual harassment* ..... 25  
*Multiple shakedowns* ..... 80  
*Racial or ethnic origin* ..... 44  
*Religion / religious beliefs* ..... 10  
*Age* ..... 11  
*Disability / medical condition* ..... 20  
*Offense / crime* ..... 26

**Q25 Have you ever been abused by staff here?**

Yes..... 45  
No ..... 234

**Q26 If you have been abused by staff here, what was type of abuse was it?**

*I have not been abused here* ..... 222  
*Sexual* ..... 8  
*Physical* ..... 34

**Q27 Do you know how to report sexual harassment or abuse?**

Yes..... 240  
No ..... 41

**Q28 On most days, are your housing unit officers professional?**

Yes..... 148  
No ..... 129

**Q29 On most days, are your housing unit officers helpful?**

Yes..... 150  
No ..... 126

**Q30 Overall, is your Case Manager helpful?**

Yes..... 116  
No ..... 126  
*Do not know who this is* ..... 34

**Q31 Overall, is your Unit Manager helpful?**

Yes..... 107  
No ..... 145  
*Do not know who this is* ..... 25

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

*Prohibited substances are NOT available here* .... 87  
*Tobacco* ..... 104  
*Marijuana* ..... 81  
*Heroin* ..... 62  
*Cocaine* ..... 37  
*Suboxone (strips)* ..... 115  
*Prescription pills* ..... 97  
*Alcohol / hooch* ..... 53  
*Refuse to answer* ..... 56

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

*Gang activity is NOT frequent at this institution* .... 137  
*Assaults* ..... 68  
*Theft* ..... 79  
*Extortion* ..... 70  
*Gambling* ..... 74  
*Sex Trade* ..... 22  
*Drug Trade* ..... 59  
*Refuse to answer* ..... 34

**Q34 Have staff talked with you about what programs to take while incarcerated?**

Yes..... 80  
No ..... 198

**Q35 Do you know where you can find reentry information?**

Yes..... 120  
No ..... 158

**Q36 Do you know how to get the following after release?**

	Yes	No	N/A
Housing	99	157	20
Job	127	131	20
State ID	149	112	15
Food	142	120	16
Health Care	139	124	15
Recovery Services	120	127	30
Education	142	114	20
County agency information	130	131	17

**Q37 How easy or difficult is it to get into the following activities in this prison?**

	Easy	Neutral	Difficult	N/A
Prison Job	125	64	71	19
Vocational Training	41	70	142	24
Academic Programming	59	70	122	26
Unit Programs	84	62	100	32

**Q38 Have you had any problems with the mail?**

Yes..... 178  
No ..... 104

**Q39 Have you had any problems with the phones?**

Yes..... 172  
No ..... 110

**Q40 If you have had problems with the phones, what was it? (Check all that apply)**

I have not had problems with the phones ..... 91  
Phones are broken ..... 139  
Not enough phones ..... 135  
Denied use by other inmates ..... 52  
Currently do not have phone privileges ..... 4

**Q41 Have you had any problems with visitation?**

Yes..... 100  
No ..... 177

**Q42 If you had problems with visitation, what was it? (Choose all that apply)**

I have not had any problems with visitation ..... 138  
Distance for visitors ..... 46  
Visiting hours / schedule ..... 31  
Visit scheduling process ..... 60  
Visitor turned away ..... 42  
Visitor not approved ..... 55  
Visitation room officers are unprofessional ..... 49  
I do not have people who want to visit ..... 5  
Currently do not have visitation privileges ..... 4

**Q43 What is ONE positive aspect of this prison?**

240

**Q44 What is the ONE change you would most like to see here?**

255

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

## DCI Inmate Survey Open Ended Responses

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

- That they allow us to have recreation activities
- I've grown closer to God.
- The CO s are very well trained and nice.
- Recovery Services
- Respectful Staff
- Can remove yourself from others
- The school's culinary arts programs & IOP Recovery Services
- Two man cells
- The staff are very professional and don't discriminate against inmates.
- Cells & dogs
- 2 man cells, no dorms
- Allowing certain programs like Power net, College
- Sinclair & Vocational
- Being in a two man cell
- Church, baptism
- 2 man cells
- My ability to resolve an issue or a conflict w/staff directly and not have to use an informal complaint. The conversations are professional and w/out disrespect. This is also why I have never been negatively confronted by the staff.
- Education & Recovery Services.
- 2-man cells instead of dorms
- 2-man cells
- Sinclair is an amazing program here.
- IOP
- A new manor
- 2 man cells
- Mental health & NSC, see's you the next day that about it
- \* Religious services are professional, \* 2 man cells, \* We have good C.O.'s here but upper staff isn't good, \* Very good rec. dept.
- They don't keep level 3's locked down 24/7
- There is nothing positive about this prison other than they allow the level 3's to go outside and they don't lock them down 24/7
- This prison is more laid back & a few people here do care about us.
- The Warden has a nice heart and seems to want to change the prison into positivity, just doesn't have the right help.
- 2 man cells versus dorm setting.
- I don't know I've never been outside of seg.
- You can rehabilitate yourself here.
- AJT job training when accepted.
- The two man cells, green shirts, shop every week and the cable
- They keep the yards looking nice.
- Education
- Short waiting list for programs
- I get 3 days, all day visit because my visits are special because my family is from out of town
- The religious services
- Quantity/quality of time – uninterrupted by outside pressure & stresser to work on myself.
- There is programming if you get yourself into it.
- It is small!
- 2 man cell, none really
- Smaller population
- The cells.
- Privacy of a 2-man room.
- I has made me look at freedom in a whole different light and it has made me be thankful for the little things
- The dog program. These people do amazing things.

- Some good officers
- Privacy of cells
- It has cable.
- I'm able to go to AA meetings every week
- Ice cream, yard day
- You get to go outside and not feel completely locked up. To have some dignity left of being able to do that.
- Education guidance counselor is positive
- Cable
- It is smaller and easier to get into college.
- It's ghetto and that's what I'm used to.
- Recovery services.
- It is clear
- That they will allow you to get into education even though you have a lengthy sentence
- Cells instead of open dorms
- We're in Dayton
- We get 3 meals a day, shower and clothes! And we get to go outside.
- 2 man cells
- Getting GED here
- Although there are some very unprofessional C.O.'s here there are also a lot who truly care and help us better ourselves and treat us like human beings and not a prisoner.
- School, workout, going outside
- Me rehabilitating myself
- I have gotten into a 1 yr program that will benefit me. I grad. 9 days before release
- Religious services here are amazing and they make sure we get program that will help us.
- Education
- Im never coming back
- There are good staff members that will talk to you & listen & help out.
- Opportunity to change
- They feed us
- Two-man cells
- IOP Reintegration Unit
- You can get into any kind of schooling or programs very easily
- TI program
- The recovery service workers are very helpful and take their jobs here serious. They saved my life with my own willingness to do so.
- Academics. Adequate amount of staffing.
- Education GED/Sinclair
- For me it's going to college
- The two person cells, and close to home
- Smaller than ORW
- The reentry unit
- Able to enter in the reintegration program unit. It's the best housing unit compared to all others.
- IOP
- If you want to make productive use of your time, the resources are available.
- Small compound, respectful staff
- That a lot of staff try to help run groups to help inmates such as Ms. Tolliver, Angela Bush, Ms. Sinclair
- Staff talk to you with more respect than at ORW
- Reintegration unit, I Love It!
- Small
- Some of the staff actually want to help you with whatever problems you have.
- I.O.P. program
- Art Therapy Project and Antioch College groups. Sinclair.
- I love T-1 reintegration. This unit is great cause it gives you structure in your life with groups and programming 40 hours a week/no trouble
- Their education



- They have a great I.O.P. program other than that nothing.
- Sinclair Community College
- Two man cells are much better than loud open dorms!
- It is close to my home and the I.O.P. and education. The Horse Program
- Exercise programs
- Reintegration unit
- Cells, Schooling
- Close to home
- I'm not out there using drugs right now
- Cable
- We get a good amount of yard time.
- Sinclair College
- You are in your own world just doing time
- The cells. I can go to my room and get peace of mind.
- The two man cell
- Recovery services is a helpful program
- Better than ORW, less people
- Cells vs Dorms
- Rooms to stay away from ppl
- You can have some privacy, we have cells not open dorms to sleep in
- They have bingo once in a while
- Learn from my mistake
- That Sinclair Community college, HVAC & Culinary programs are offered.
- Religious Services
- We, well most of us, have or is learning about our problem to know what is right or wrong.
- The two man cells.
- 2 man cells. Ms. Farmer, the crisis negotiator is always there when I have a crisis.
- 2 man cells w/locked doors
- Sinclair College
- 2 man cells
- Self-Rehabilitation
- It's a daycare center compared to other prisons across the USA! No consistency, no back lashes to the constant problem causers, just a slap on the wrist.
- The 2 man cells.
- Two man cells, laid back and cable
- Cable
- A lot of programs to help you for your near future & opportunity of a life time. Amen.
- The one positive would be Sinclair edu.
- I like my CO
- Programming and groups.
- Only Flyers Unit Staff take care of their business
- I've been down for close to 5 yrs and been in every unit and I'd have to say that the unit manager in F1 is so professional & sincere that it almost doesn't make since compared to the rest of the staff. It's the 1<sup>st</sup> shift at DCI that I've seen with actual available open office hrs.
- Schooling, IOP
- It has helped me realize that not everyone is good or helpful when needed especially the staff. I have learned more about DCI from other inmates than from the staff
- 2 man cells
- Laid back & 2 man cells
- The sales they have of items we usually don't get on commissary.
- The programs that you get good days for.
- Education
- You can get into recover services easily
- 2 man cells
- Cable
- 2 man cells make it nice when you need to get away
- The place is small

- Recovery Services Programs, Sinclair
- Close to home
- Ms. Covington, she helps get to get in groups
- I do get to come out of my room
- Non-judgmental
- There are none!
- Decent amount of “freedom”
- Change the food we eat
- It is small
- Majority of the staff are very respectable
- Religious services & Chaplains
- Cells.
- Privacy that a cell provides
- Great Chaplains
- State sales
- There is a lot of recreation to do.
- My outdate
- We have cells
- Sinclair Community College teachers actually want us to succeed
- Some CO’s & White shirts be doing their job
- The schooling program
- To be more up on things and do their jobs
- Chapel
- 2 man cells
- My out date
- I’m alive
- We can pretty much do whatever we want
- The recovery service programs. The school programs
- Religious programming
- We shop weekly, School/GED & college
- The schooling program
- Shop once a week but supplies are limited and variety is very limited!
- The drive for my family to visit is close
- Find who you are you have time to fix yourself
- Church

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

- That lifers would be able to participate in schooling
- That the white shirts don’t always say the C.O.’s are right because sometimes they lie and the inmates pay for it and that when the staff provoke the inmates and they need to do more when it is and emergency staff.
- More safely with the blue shirts, they are disrespectful and dangerous.
- To have the kiosk fixed so I can plug my player in.
- More consistency
- More programming
- Take the ghetto out
- Blue shirts should not be allowed to mingle w/all inmates, it causes fights & drama and it’s not safe.
- See Doctor fired. She’s useless.
- I would like to see consistency with all the staff.
- Washers & Dryers that work !!!
- Please get us washers and dryers
- More consistency, new washers and dryers because ours are broke. The way the staff talk to us.
- Take away every 2 hour phone calls, give us shade from the sun
- Consistency treating everyone the same & punishing the same. Blacks get away with more.
- Washer and dryers and more programs/groups
- More recovery service options for population – G.P.
- The visitation staff are sometimes delayed in calling us to go to our

visits. And the clocks are set 15 minutes fast (checked) so that we lose time scheduled for our visits. Our guest wear watches so we are aware of the time difference

- Approved visitors from Marysville were supposed to transfer, but they did not. They let people make visitation appts. when not approved. COs will not tell you if your visitor is approved. Made my mom send in a piece of mail when it said on form if you live where it says on your driver's license, you do not need mail sent in. Need to be treated with respect. Staff is very unprofessional. On the outs, I'm a pharmacist and would never treat customers like how they treat us here.
- Consistency
- Update equipment in units – washers & dryers, showers, door locks to cells to open.
- Fix broken appliances such as: washers, dryers, hot water heaters, rec. room fans instead of spending money just on aesthetics.
- I have lived in Flyers 2 for 3 months. We have had NO dryers in that time period and only 1 washer. They have been broken.
- Staff not being able to make rude or sexual comments without repercussions. They cover up a lot of incidents, to protect another. I understand but makes life hard for inmates. Dryers and washers always broke, and we up [mushfake] clotheslines in the room. They take 6 months or more just to fix them if ever. CHEAP!
- Food service
- Working washers & dryers
- People being treated equally as far as race, black C/O's to white prisoners, white C/O's to black prisoners.

- Programs and activities for all inmates including level 4B, 4A (schooling)
- Changing the choice just to have better food. Real meat.
- Consistency
- Channels on T.V. to be more to our liking. BET was taken away and SCI-Fi channel. Medical staff change. We need a bigger church and program area and an O.P.I. for long-term offenders & be able to get cell changes. Armark food better!
- Consistency
- How the prison is ran, is a while for it to be more consistent
- Being treated fairly & not being disrespected and harassed by officers.
- The new Major. He's trying to treat us like the men, when were not and won't respond well to his harsh new methods.
- Programs and activities available to all inmates including Level 4 inmates.
- Better policy for level 4 inmates, as well as access to JPay from TPU, as it is the housing unit for level 4's.
- Easier to level down for level 4 inmates
- More programs
- School and unit management for flyers & marauders
- The punishment for people who falsely PREA people
- To be able to get treatment for hepatitis C 1
- The respect from staff
- The way the staff handles inmate violence, threats, fights.
- More vocational training
- For all staff esp. Captain & Lt. s to be fair and consistent

- The staff members and the C.O.'s be better at their job. You can get away with anything here.
- Professionalism, the way the staff treat inmates.
- Easier to get into program, no matter your outdate. It shouldn't depend on that if you are serious and want a change and are committed.
- Inmates being treated with respect by staff and C/O's, not less than the dogs that are in here with us; staff and c/o's, medical need to be more professional.
- More programs, selection of food
- Train all of the c/o's the same way
- More groups that must be mandatory for women for communication, skills, getting along with each other. Women, most women, are very rude, nasty and mean to one another. We are all here so we need to try and help one another, instead of hurting one another.
- Get rid of dog program in F2 – this building is supposed to be available for medical, not taking care of staff dogs so lifers can make money!
- More programs for long-term inmates
- Healthier options
- More structure, JPays fixed, staff more helpful
- More activities to do so people can stay outta trouble.
- Better selection at commissary or get rid of disrespectful staff who are just RUDE!!
- Doctors
- For level ones and twos to not be housed with level 3'S. I feel punished being a level one.
- This place needs more structure. Rules only apply to few.
- Better food
- Staff that actually do their job!
- The officers talking to me like we are scumbags. Not in my unit, but in chow mostly.
- Professionalism productive, ethics, No favoritism, non-establishing relationship with inmates, none retaliation with inmates, none retaliation, more moral support and coping skills.
- For all staff to stick together and not change or make up new rules every time
- More activities/programs for people that don't have a lot of time
- Individual punishment
- More programs and school
- Better salon.
- The professionalism within the officers, which would cause more consistency.
- More microwaves so it would be less arguing over who gets to cook their food first.
- No roaches in CFS, screens in all windows, enough cleaning supplies
- Blue shirts not so locked down on, that we should be able to wear shorts with a blue stripe on them and go outside without t-shirts on
- Staff members to not be abusive physically
- Most consistency
- More respectable staff
- I would like to see less discrimination and less staff not caring about situations until they get out of hand.
- More programs
- Commissary
- How often level 3's are locked down, not all of us are getting in to fights or trouble
- More activities
- Everything

- The way staff talk/treat inmates, and to be able to go to college even if you have a long sentence
- A correctional officer held accountable for her actions, vindictive behavior, misuse of power.
- Name brand stuff at commissary, thank you....
- Food is nasty and bed time! Change the food "please".
- Staffing being more professional ASAP!
- More groups, unit groups
- Not enough hour of school to get GED only have school 1 hour and you will never get GED like that
- More activities and groups to get involved in
- The way our units are ran. I understand level 3 has less privileges but that doesn't mean they have a right to take our range time & microwaves.
- Blue shirts should be able to wear shorts in bring water out on hot days like the green shirts.
- My freedom.
- Change in everything.
- Visitation, like I should be able to have someone put \$ on my account regardless if they can visit or not
- The 2 hour wait for the phone use. That is crazy. What would you do if you had something happen to a family member and you can't call back right away?
- I feel that the level 3 should not be allowed to be out with the green shirts. I had to work to get my green shirt and have this privilege. Green shirts have and now the blue shirts are running crazy and they have serious fights all the time and they don't have to work towards their level drop because they said they have all the same privileges so why worry about being a green shirt. I feel it's a liability having them out with the other population.
- Sensitivity training
- –
- Don't care, I leave in 6 months.
- Officers talking more professional "wanna go night, night [racial slur]" common remark used.
- Less racism
- The term "rehabilitation & corrections" is not enforced. I don't feel rehabilitated & I leave in 30 days.
- None
- Staff on inmate assaults – Aggressive abuse of authority. Case Managers do nothing we ask or need.
- More substance abuse programs.
- The C.O.'s not so cocky.
- Commissary Food options.
- CO's not talking down to inmates. Also, the officers @meds talk horrible to us
- Less prejudice correctional officers. They treat white people here crappy. Mostly the White shirts that are African American.
- Inmates get treated equally. Lifers get special treatment and they are the ones that should be checked first.
- More parenting programs (outside Facilitator-not inmates).
- No inmates being entitled.
- Food
- Everything
- More programs that are led by professionals and not inmates
- More outside facilitators to come in to do groups so we can have more groups.
- Consistency
- More help to get into drug treatment services
- I would like to see reintegration changed to more positive programs

and not be ran by few overwhelming people who have control issues that belittle people to a degree.

- More help getting into IOP/Drug treatment
- More recovery service groups/IOP offered earlier & AA/NA meetings daily
- More program for short time people
- I'm tired of half the staff being racist towards a lot of the white females. And some are just hateful anyway no matter what you are.
- Maybe the CO's be a little more respectful they expect it but don't give it. More programs.
- Level three inmates not out with level two and ones.
- We aren't allowed to stand up or move around or go into the kids room at the visiting hall so basically can't interact very well with small children. My own daughter is actually afraid of one of the correctional officers at the visit hall.
- M unit (Level 3) be separated from levels 2 & 1 inmates. And when they fight, don't punish everyone, punish the ones fighting.
- The way inmates are treated. The care we get.
- More respect from staff in a professional manner
- Stricter C/O's on 2<sup>nd</sup> shift!! These inmates are out of control on 2<sup>nd</sup> due to C.O.'s being entirely too easy & lenient.
- Being able to get family on my visitation to come see me.
- More positive reinforcements – or incentives. Less negative. More community service.
- CO's not to be such \*\*\*holes.
- Recovery services should be offered to anyone who want to join instead of by test scores.
- Life inmates in reintegration. Rotate PA's, it stays the same.
- Better medical attention
- Respect back from staff when given
- Education becoming very easy
- Everything
- Unit/case managers being more helpful, hands on with our programming, there is no reentry programming in regular units.
- The way some of these C.O.'s & workers talk to us inmates & the washers are a piece of crap.
- Inmates not being made to work 2 or 3 jobs because they don't have enough inmates to work.
- More taking our precautions about situation serious.
- That RIB would actually do something about inmate on inmate assaults exp. When the other person don't hit back
- People that's been in prison in the past can't come see us even when they haven't been in trouble.
- Communication.
- The food – more portion.
- The ability to seek help from unit and case managers.
- Better medical
- Ability to request more suitable cellmates to live with.
- More programs
- To know they use actual meat in food and no parts of animal that people are not supposed to eat.
- All of the above
- Different bunkies, put ppl with short time together and lifers together! Blacks together and whites together.
- Consistency, everyone need to be on same page – 1<sup>st</sup> shift, 2<sup>nd</sup> shift, and 3<sup>rd</sup>. Quit trying to change and break rules.....
- I would like more consistency between officers, White shirts and

different shifts. Rules change depending on who is working.

- Help with re-entry/pre-release and community linkage information.
- The bad ones get punished & not everyone getting locked down.
- Better more helpful & respectable STAFF!
- Staff professionals
- Commissary
- Blue shirts being able to wear shorts on yard
- The way staff talks to and treat the inmates
- M unit
- Individuals punishment instead of unit punishment
- The Warden denying all visitors with any type of criminal background
- A focal point on programs to be available for inmates who carry a longer sentence. Have something constructive for them to do while doing their time, rather than sitting and waiting bored...also the officers across the board need to display consistent to prevent what's okay with one then not the other and the inmate gets wrote up.
- Staff to talk more respectful to inmates.
- Consistency
- These young kids under 40 are on top bunks and for staff/upper staff to stop speaking to us disrespectfully and to have consistency.
- CO's taking a linguist class on how to respond to female inmates. Most women here have been raped, abused and they use that power over us. That fear.
- Too late to make changes.
- Food
- Equality for all races
- More programs for short term sentences
- You all are doing a great job, keep up the good work and God bless you
- I am diabetic and I have to eat regular meals cake, bread, cookies, but yet I am on commissary restriction. I just would like to see diabetics get the proper food they say
- The staff treat us all the same and no favorites.
- A better substitute of food for vegans
- Take the two hr cap off of the phone
- More programs and options to help me reenter society. At the very least a honest guided direction on where to go, how to get started. There is not even a list of resources available, we are just thrown out there.
- The Size
- I would like to see the staff realize that It is better to help solve "Bunkie" issues than to just let you fight it out and go to the hole.
- More opportunities for people with flat time
- EVERYTHING
- Consistency. Lt. & White Shirts make up new rules per shift. No water on the yard, etc.
- I would like to see level (2) out of M-unit. We are house with level (3) who are high risk also we are in the same cell as level (3) which by procalled we are not supposed to be housed together
- Allow us to buy bleach for cleaning
- More programs, especially for sex crimes & self- inflicting cutting & depression
- Different food not the same food and more food.
- More programming
- Food/nicer officers
- More educational opportunities

- Respect from the officers
- More openings for IOP for people W/long terms that want & need help
- Consistency
- More vocational programs – HVAC
- More yard time.
- Groups and schooling for lifers
- A better everything
- RESPECT
- Consistency
- Staff being racist towards white people. It's getting out of control!
- Unit staff not blowing you off when you need help
- More yoga
- Better programs to help ensure a prisoner reenters into society to be a positive one
- Staff to respect us like we respect them.
- To let us have cell phones
- Change in the commissary
- Staff that was sober and to help us change for the good
- Commissary
- Gym availability. I am photosensitive due to my psych meds. In the summer, rec. staff (Gaddis) closes the gym telling us "it's nice, go outside and play." As such, I am forced to stay inside most of the summer as are others who take meds
- The staff putting their hands on us, locking us down for no reasons. The excessive force is ridiculous. If we put our hands on them we go to the hole and get new charges but NOTHING happens to them, it's not right
- For inmates to be treated like humans! Get more respect, treated like adults. Better food!!!
- Having one man (woman) cells. There is not a lot of room in the cells.
- Favoritism over discipline certain inmates rather than all the same
- More programs for short time offenders and more positivity.
- Less verbal abuse
- We should be able to shop twice a week
- Better C.O.'s
- The CO's disrespect
- The C.O. need to act professional and stop being so disrespectful
- How the CO's treat the inmates. The things that CO's let go on with inmates
- Respect and treat us like adults.
- Take out all the drugs and fights here and
- Everything medical
- The staff are not doing their jobs properly
- Help for inmates to change way of living and thinking. Rehab for the addicts
- Consistency
- Inmates running things
- More educational and unit programming
- I would like to see the inmates treated better by staff. I would like the staff to do better with helping us.
- Closed down/own rooms
- How staff deal with us. Such as take other inmates word for what happens to you, such as kicked out of programs or units
- Inmates to have their own rooms and C.O.'s to not abuse their authority
- I would like to see the officers punished for putting physical harm to us women because they beat us and we get punished.
- Level two return to ORW
- Beauty school
- Have a lot of bugs & staff is very nasty & don't listen & talk down to you. They



don't fix anything for days, no ice on the hot days. I would like these things fixed.

- Shut down for us ladies and men brought back.
- I would like to see more programs
- One man cells, too many fights go on to have 2 women in 1 cell. More phones and a change of how many hours to go talk on the phones.
- More educational programs
- The C.O.'s !

**B. OFFICER SURVEYS**

CIIC received 51 responses (38.6 percent) back from correctional officers at the Dayton Correctional Institution. DCI had 132 officers according to their June 2017 DRC Workforce Composition.

## DRC Staff Survey

Institution: DCI

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

The Correctional Institution Inspection Committee is a legislative committee that evaluates Ohio prisons. We ask you to complete this survey to help us make recommendations for improvement. Although your participation is voluntary, we value your opinion and ask that you provide some feedback. A summary of the total responses will be published in the final report. Please complete the survey TODAY and drop it in the CIIC box which is located in the roll call room.

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

Q26 What is one positive aspect of this facility?

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Q27 What is one change that you would make?

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## DCI Staff Survey Open-Ended Responses

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

- Overtime availability.
- I know if I follow policy, I am doing my job right.
- New leadership appears to care about change for the better.
- The ground level employees pull together to keep staff and inmates safe.
- It pays well. That's it.
- Provides good pay to benefits.
- My pay.
- Short distance to drive. Post orders are followed.
- Close to home.
- Staff seems to like each other.
- Location.
- The Captain.
- Major and Deputy Warden.
- Supervisors are very helpful to the new officers.
- Need tougher rules on inmates.
- N/A
- None
- Money
- New Major and Deputy Warden.
- Hard to say, it seems to be non-existent.
- Have a lot of good staff.
- Not enough back bone. Hard on staff but inmates run the show.
- The union. The pay is good!
- Paycheck
- Consistency
- Close to home.
- I received my paycheck every two weeks and I have a job with benefits.
- Very impressed with the new management that are here now!!
- Location
- Nothing
- Location
- It's close to where I live.
- Staff having each other's backs.
- Some of the staff here are very good.
- The pay is great. Other than that, the job is very stressful.
- The pay is great and I am proud of what I do.
- Low violence.
- ?

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

- Too many to list.
- They need to be more consistent. Also get the commanders to stop siding with the inmate that is why people want to quit.
- Supervisors backing staff when staff are in policy.
- We need a Warden that understands the needs of staff and inmates, not one who only sees things their way. We need a leader who wants to see this institution the way it actually is, not the smoke and mirrors.
- Give us training that we can use on females. The change would be to treat this prison like a prison! Females are out of control.
- Have more staff "education, recreation, activity's" for the inmates to keep them busy.
- Warden

- To be more consistent from all shifts. Better communication!
- Bring men back.
- Communication and training-IPC skills.
- Rapport and consistency.
- Commanders following through with things.
- Consistency overall in all supervisors.
- We are in need of upper management to support security issues.
- Lock down the M-unit more.
- Everything
- Everything
- OT
- More support for staff.
- Leadership needs to change or be consistent with policies already in place. They need to know what they want so we know too. There is no meritocracy here. It's about who you are cool with.
- Administration.
- Level 3 inmates need to be supervised according to policy and standards.
- Strong people who do not mind making a decision.
- Unit #1, Unit #5, Unit#3, Labor relations.
- Upper management.
- Level 2 inmates should not be housed with Level 3 inmates.
- Replace three of the upper management staff.
- Change Supervisor on Third Shift.
- Everything looks to be getting better.
- Bring back segregation.
- Get rid of all upper management/administration. These inmates are out of control.
- Providing structured programs for offenders.
- Male inmates.
- Consistency on inmate discipline.
- More consistency.
- Consistency with inmate discipline.
- Supervisors.
- Less privilege for Level three inmates.
- How the whole operation is ran.
- The abusive use of FMLA.
- Make people show up to work.
- Everything.

### C. SUPERVISOR SURVEYS

CIIC received 22 survey responses from DCI Supervisors.

	<b>Strongly Agree</b>	<b>Agree</b>	<b>Somewhat Agree</b>	<b>Somewhat Disagree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Total Respondents</b>
<b>Overall, this facility runs well.</b>	<b>4.55%</b> 1	<b>50.00%</b> 11	<b>31.82%</b> 7	<b>13.64%</b> 3	<b>0.00%</b> 0	<b>0.00%</b> 0	22
<b>I have the training I need to do my job well.</b>	<b>27.27%</b> 6	<b>54.55%</b> 12	<b>13.64%</b> 3	<b>4.55%</b> 1	<b>0.00%</b> 0	<b>0.00%</b> 0	22
<b>Necessary information is communicated well between staff.</b>	<b>0.00%</b> 0	<b>45.45%</b> 10	<b>40.91%</b> 9	<b>13.64%</b> 3	<b>0.00%</b> 0	<b>0.00%</b> 0	22
<b>Staff morale in this facility is good.</b>	<b>0.00%</b> 0	<b>13.64%</b> 3	<b>36.36%</b> 8	<b>22.73%</b> 5	<b>22.73%</b> 5	<b>4.55%</b> 1	22
<b>I feel appreciated at this facility.</b>	<b>18.18%</b> 4	<b>22.73%</b> 5	<b>45.45%</b> 10	<b>9.09%</b> 2	<b>4.55%</b> 1	<b>0.00%</b> 0	22
<b>I frequently think about changing jobs or leaving employment at this facility.</b>	<b>0.00%</b> 0	<b>22.73%</b> 5	<b>4.55%</b> 1	<b>36.36%</b> 8	<b>13.64%</b> 3	<b>22.73%</b> 5	22
<b>The people I work with are competent.</b>	<b>9.09%</b> 2	<b>50.00%</b> 11	<b>40.91%</b> 9	<b>0.00%</b> 0	<b>0.00%</b> 0	<b>0.00%</b> 0	22
<b>My subordinates follow my direction.</b>	<b>23.81%</b> 5	<b>38.10%</b> 8	<b>33.33%</b> 7	<b>4.76%</b> 1	<b>0.00%</b> 0	<b>0.00%</b> 0	21
<b>Favoritism of employees is a problem at this facility.</b>	<b>4.55%</b> 1	<b>4.55%</b> 1	<b>36.36%</b> 8	<b>13.64%</b> 3	<b>22.73%</b> 5	<b>18.18%</b> 4	22
<b>The right people receive promotions at this facility.</b>	<b>0.00%</b> 0	<b>45.45%</b> 10	<b>18.18%</b> 4	<b>22.73%</b> 5	<b>13.64%</b> 3	<b>0.00%</b> 0	22
<b>Employee discipline is consistent here.</b>	<b>13.64%</b> 3	<b>22.73%</b> 5	<b>36.36%</b> 8	<b>13.64%</b> 3	<b>4.55%</b> 1	<b>9.09%</b> 2	22
<b>This facility's administration is open to my input.</b>	<b>18.18%</b> 4	<b>50.00%</b> 11	<b>22.73%</b> 5	<b>9.09%</b> 2	<b>0.00%</b> 0	<b>0.00%</b> 0	22
<b>I have confidence in this facility's administration.</b>	<b>31.82%</b> 7	<b>36.36%</b> 8	<b>22.73%</b> 5	<b>9.09%</b> 2	<b>0.00%</b> 0	<b>0.00%</b> 0	22

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

- Volunteers
- Friendly
- Definitely on TARGET with the ODRC's mission! Reentry and various other programs offered and the Volunteer base is outstanding from the community!
- Leadership of Warden.
- It converted to a female prison and we some of us kept our jobs.
- Open to community involvement.
- Nothing"
- Close to home.
- The needs of the inmates are recognized and acted upon accordingly.
- Leadership supports there staff
- Newer facility. Campus style seems safer than single building structure.
- The location of the institution.
- It's ability to be unique and affect change in both staff and inmates.
- The staff sees the change that is happening and are accepting it with open arms. They know there needs to be a change.
- It is now moving in the right direction and making needed change.
- Warden Jackson-Mitchell is open to listen to you and cares about the facility.
- We are getting new people with new ideas to help us accomplish our mission.
- A good warden and a good DWO.
- Working together.
- Willingness to learn.
- Offers a lot of programs, activities and volunteer services.

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

- More technical support.
- Change how inmates are very disrespectful.
- Need additional staffing. Many times it is hard to see by the number of inmates but female offenders tend to be needier and require many more services.
- New officer training.
- Convert back to not having three security levels under on roof. It don't work.
- More Building space, telephone accessibility to all areas.
- Changing the screening process on new hires and leadership" and treating all employees equal, whether its discipline or promotions.
- Enforce all DRC rules as stated.
- More programming options, and job training.
- More promotions to DCI staff.
- staffing decisions. some depts left with minimal staff. others overwhelmed with employees - never a position left unfilled.
- For all new changes of policies and procedure to remember this is still a prison.
- Better moral.

- Providing more training to the staff so they can complete and do there jobs.
- A total compliance to DRC policy. When we waiver is causes problems.
- more promotion from with-in.
- Better communication between departments. I typically hear information inmates before I am approached.
- The inmates need to be given a better understanding of where they are and what is expected of them. For example, I should never have to check an inmate for addressing me by my surname although I often do.
- Stronger Officers.
- Staff urgency.
- It would be nice if all of the positive things that are going on would get pointed out more.

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

- More technical support.
- Increase the number of Officers by at least 10 - We are still at the same number of Correction Officers at 144 although we did not increase with the 3 tier prison system nor when they changed to female offenders at all security levels here at DCI. Need 1 additional Mailroom Attendant since female offenders get way much more mail and packages. Program space needed due to the amount of programs being offered.
- Two new positions are filled and staff retention bonuses.
- Good sound communication well thought out before its put in place, more supervisor training in areas that I wasn't trained in and more respect from my peers in my position. Also for everyone that's a supervisor to do their part and stop passing the buck".
- I feel like I have everything I need to manage my staff.
- Bigger budget.
- spread to thin, need addition positions to be efficient.
- Something to motivate staff to have a more positive attitude.
- I have a great team that understand what it means to operate in the role they obtain.
- Better equipment. Ex. Computers, cameras, supplies.
- All to be on the same agenda.
- training
- Team building amongst departments.
- None, I have all resources I need.
- Time

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

- DCI has come a long way under the direction of Warden Jackson-Mitchell and it is about time that DCI gets recognized for their accomplishments over the last few years!!!!



- Yes if you make rules and regulations to govern your employees no one should be exempt from following the same rules as everyone else, that's written in policy.
- We are constantly faced with many challenges due to increased turn over but we remain consistent and diligently addressing each issue with positive results.
- DCI has the potential to be a great place to work. A few changes here and there can correct any problems we are facing. It takes all to be committed to change for improvement.
- overall dci is a great place to work.
- The current warden has done much to recover the institution from the errors made by the last two.

## D. INSTITUTIONAL CHECKLISTS

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: F1Inmate Count: ~~112~~ 112

		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?	<input type="checkbox"/> Merit <input type="checkbox"/> Sanction <input checked="" type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input checked="" type="checkbox"/> Other <u>acute medical</u>	
3. Did staff make PREA announcement if necessary?	YES      NO <u>N/A</u>	
FACILITIES		
4. How clean are common areas?	<input checked="" type="checkbox"/> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
5. What is the room temperature?	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Too hot/cold	
6. How many are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
7. Are there any pending maintenance work orders?	<input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO <u>washer/dryer</u>	
8. How clean are shower facilities?	<input checked="" type="checkbox"/> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
9. Are any of the following inoperative?	# <u>0</u> # <u>1 w/d</u> # <u>0</u> # <u>0</u> # <u>0</u>	
CELL SECURITY CHECK		
10. How clean are cells?	<input type="checkbox"/> Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
11. Are appropriate cleaning materials in locked container?	YES      NO	
-Bottles match inventory <input checked="" type="checkbox"/> Y <input type="checkbox"/> N		
12. How many of the following:		
Cell wall window obstructed <u>None</u> Cell door window obstructed <u>None</u> Towel on floor <u>Many</u> Material in lock <u>None</u> Inappropriate pictures <u>None</u> Material in cuff port <u>N/A</u> Clotheslines <u>None</u> Graffiti <u>None</u>		

ACCESS TO CIIC, PROGRAMS, STAFF												
13. Are the following posted?				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
-CIIC Memo				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
-Prison Rape Elimination Act				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
-Program Information				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
-Staff Photos				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
-Inmate Grievance Procedure				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
-Evacuation Plan				<input checked="" type="checkbox"/> Y <input type="checkbox"/> N								
14. Are the following forms in stock on the unit?				<input checked="" type="checkbox"/> Kites								
				<input checked="" type="checkbox"/> ICRs								
				<input checked="" type="checkbox"/> HSRs								
STAFF ROUNDS												
Date: 5/26 -- 6/26												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	5/26	11:27	11:40	5/31	10:34	10:38	6/6	9:15	9:20			
DWO	5/26	11:00	11:02	5/30	1:27	1:45	6/7	12:23	12:27	6/16	12:05	12:40 more
DWSS	5/30	3:06	3:16	6/12	11:36	11:46	6/19	1:30	1:39			
IIS	Acting 6/5	11:15	12:22	Acting 6/16	1:55	2:05	6/21	9:40	9:50	Acting 5/25	1:54	2:26 more
UMC	6/7	1:40	1:50	6/8	12:55	1:00	6/17	11:09	11:14	6/21	9:40	9:46 more
Major	6/26	8:28	8:34	5/25	10:50	10:27						
ADDITIONAL COMMENTS (including inmate communication):												

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: F2Inmate Count: 113

		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?	<input type="checkbox"/> Merit <input type="checkbox"/> Sanction <input checked="" type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input checked="" type="checkbox"/> Other <u>Dog Program/Staff</u>	
3. Did staff make PREA announcement if necessary?	YES      NO <u>N/A</u>	
FACILITIES		
4. How clean are common areas?	<input checked="" type="checkbox"/> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
5. What is the room temperature?	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Too hot/cold	
6. How many are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
7. Are there any pending maintenance work orders?	YES <u>NO</u>	
8. How clean are shower facilities?	<input checked="" type="checkbox"/> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u> # <u>0</u>	
CELL SECURITY CHECK		
10. How clean are cells?	<input type="checkbox"/> Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<u>YES</u> NO	
12. How many of the following:		
Cell wall window obstructed <u>None</u>	Cell door window obstructed <u>None</u>	
Towel on floor <u>None</u>	Material in lock <u>None</u>	
Inappropriate pictures <u>None</u>	Material in cuff port <u>N/A</u>	
Clotheslines <u>None</u>	Graffiti <u>None</u>	

## ACCESS TO CIIC, PROGRAMS, STAFF

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

## STAFF ROUNDS

Date: 5/26 -- 6/26

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	5/26	11:45	11:55	5/31	10:32	10:33	6/6	9:05	9:11			
DWO	5/26	10:48	10:53	6/2	3:09	3:10	6/7	12:31	12:38	6/16	12:22	12:25
DWSS	5/30	2:55	3:05	6/7	2:05	2:15	6/12	11:25	11:35	6/19	1:23	1:33
IIS	Acting 5/25	1:44	1:54	Acting 5/30	6:00	6:15	Acting 6/16	1:45	1:55	6/21	9:30	9:40
UMC	5/25	10:58	11:05	6/7	12:32	12:40	6/8	1:05	1:10	6/17	11:06	11:11
Major	6/25	8:33	8:38	5/25	10:58	11:05	6/13	1:00	1:03			

**ADDITIONAL COMMENTS (including inmate communication):**

~~New  
book  
6/21~~

more

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: M-1Inmate Count: 7

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

ACCESS TO CIIC, PROGRAMS, STAFF												
<b>13. Are the following posted?</b> -CIIC Memo -Prison Rape Elimination Act -Program Information -Staff Photos -Inmate Grievance Procedure -Evacuation Plan				<input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> Y <input type="checkbox"/> Y <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> Y	<input type="checkbox"/> N <input type="checkbox"/> N <input type="checkbox"/> N <input checked="" type="checkbox"/> N <input type="checkbox"/> N <input type="checkbox"/> N							
<b>14. Are the following forms in stock on the unit?</b>				<input checked="" type="checkbox"/> Kites <input type="checkbox"/> ICRs <input checked="" type="checkbox"/> HSRs		→ OUT						
STAFF ROUNDS												
Date: --												
Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward												
DWO												
DWSS												
IIS												
UMC												
Major												
<b>ADDITIONAL COMMENTS (including inmate communication):</b>  <div style="font-family: cursive; font-size: 1.2em;">             Rough              crawled              new officer desk  <span style="margin-left: 100px;">Need full roster for M-1</span> </div>												

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: M-2Inmate Count: 100 (Part)

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



### ACCESS TO CLIC, PROGRAMS, STAFF

13. Are the following posted?			
-------------------------------	--	--	--

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

14. Are the following forms in stock on the unit?	<input checked="" type="checkbox"/> Kites	
	<input checked="" type="checkbox"/> ICRs	

- |  |  |  |
|--|--|--|
|  | <input checked="" type="checkbox"/> HSRs |  |
|--|--|--|

## STAFF ROUNDS

Date: 5-17-17 - 5-5-17

Staff	Date	In	Out	Date	In	Out	Date	In	Out	Date	In	Out
Ward	5-8	10:42	10:44	5-19	9:10	9:17	5-25	10:24	10:27			
DWO	5-2	3:27	3:43	5-8	12:25	12:30	5-18	12:46	10:59			
DWSS	5-3	11:35	11:41	5-10	11:26	11:33	5-15	11:01	11:10	5-30	10:31	10:41
IIS	5-8	1:05	1:20	5-11	2:00	2:15	5-18	12:10	12:28	5-22	2:45	2:50
UMC	5-4	1:49	1:55	5-25	11:11	11:15						
Major	5-2	3:27	3:43	5-8	8:24	8:28	5-17	8:16	8:21			

ADDITIONAL COMMENTS (including inmate communication):

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: R1Inmate Count: 189

		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?	<input type="checkbox"/> Merit <input type="checkbox"/> Sanction <input checked="" type="checkbox"/> GP <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other _____	
3. Did staff make PREA announcement if necessary?	YES      NO <u>N/A</u>	
FACILITIES		
4. How clean are common areas?	<input type="checkbox"/> Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
5. What is the room temperature?	<input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Too hot/cold	
6. How many are inoperative?	Toilets - <u>0</u> Sinks - <u>0</u> Showers - <u>0</u>	
7. Are there any pending maintenance work orders?	<input checked="" type="radio"/> YES      NO <u>- washers</u>	
8. How clean are shower facilities?	<input checked="" type="checkbox"/> Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
9. Are any of the following inoperative? -Phones -Laundry Facilities -Drinking Fountains -Ice machines -Microwaves	# <u>0</u> # <u>2w</u> # <u>0</u> # <u>0</u> # <u>0</u>	
CELL SECURITY CHECK		
10. How clean are cells?	<input type="checkbox"/> Exceptional <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve	
11. Are appropriate cleaning materials in locked container? -Bottles match inventory <input checked="" type="checkbox"/> Y <input type="checkbox"/> N	<input checked="" type="radio"/> YES      NO	
12. How many of the following:		
Cell wall window obstructed <u>None</u>	Cell door window obstructed <u>None</u>	
Towel on floor <u>None</u>	Material in lock <u>None</u>	
Inappropriate pictures <u>None</u>	Material in cuff port <u>N/A</u>	
Clotheslines <u>None</u>	Graffiti <u>None</u>	

## ACCESS TO CIIC, PROGRAMS, STAFF

**13. Are the following posted?**

- CII Memo
- Prison Rape Elimination Act
- Program Information
- Staff Photos
- Inmate Grievance Procedure
- Evacuation Plan

**14. Are the following forms in stock on the unit?**

## STAFF ROUNDS

Date: 5/20 -- 6/20

more

next

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: R2

Inmate Count: 116

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



## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: T-1Inmate Count: 100

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

## ACCESS TO CIIC, PROGRAMS, STAFF

13. Are the following posted?			
-------------------------------	---	---	--

- |              |   |  |   |
|--------------|---|--|---|
| <del>Y</del> | Y |  | N |
| <del>Y</del> | Y |  | N |
| <del>Y</del> | Y |  | N |
|              | Y |  | N |
| <del>Y</del> | Y |  | N |
| <del>Y</del> | Y |  | N |

14. Are the following forms in stock on the unit?	<input checked="" type="checkbox"/> Kites <input checked="" type="checkbox"/> ICRs	
---	---	--

- ☒ Kites  
☒ ICRs  
☒ HSRs

## STAFF ROUNDS

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

[illegible]

**ADDITIONAL COMMENTS (including inmate communication):**

## AREA INSPECTED: CELL BLOCKS/PODS

HOUSING UNIT: T-2Inmate Count: 95

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



## ACCESS TO CIIC, PROGRAMS, STAFF

**13. Are the following posted?**

- |                                     |   |                                     |   |
|-------------------------------------|---|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Y | <input type="checkbox"/>            | N |
| <input checked="" type="checkbox"/> | Y | <input type="checkbox"/>            | N |
| <input checked="" type="checkbox"/> | Y | <input type="checkbox"/>            | N |
| <input type="checkbox"/>            | Y | <input checked="" type="checkbox"/> | N |
| <input checked="" type="checkbox"/> | Y | <input type="checkbox"/>            | N |
| <input checked="" type="checkbox"/> | Y | <input type="checkbox"/>            | N |

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

- ☒ Kites  
☒ ICRs  
☒ HSRs

STAFF ROUNDS

Date: 5-1-17 -- 5-~~30~~-17

[illegible]

ADDITIONAL COMMENTS (including inmate communication):

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

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

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

**AREA INSPECTED: INMATE HEALTH SERVICES**

FACILITIES				
	#	Clean?	Organized?	Comments:
Offices	111	Yes No	Yes No	
Nurses Station	1	Yes No	Yes No	
Exam Rooms	11	Yes No	Yes No	11
Infirmery Beds		Yes No	Yes No	
X-ray		Yes No	Yes No	
Pharmacy		Yes No	Yes No	
Lab Area	1	Yes No	Yes No	
Crisis Cells	1	Yes No	Yes No	
Records Area		Yes No	Yes No	
Waiting Area		Yes No	Yes No	
		Clean?	Soap Available?	
Inmate bathrooms		Yes No	Yes No	
Staff bathrooms	1	(Yes) No	Yes No	
Is the pharmacy: Secured? Yes No		Comments: 1		
Is the overall space available, sufficient to perform duties? (Yes) No		Comments: always use ma		
Are staff in comprising positions in relation to safety? Yes (No)		Comments		
SANITATION				
Documentation of cleaning schedule observed <input type="checkbox"/>				
Overall appearance of infirmery.	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>		Comments:	
Are clearly marked sharps/ biohazard containers present in all exam rooms? Yes No Observed <input type="checkbox"/>	Comments:			

\* windows extra lab space  
in paint  
broader pill-call

Inspector: Ogontk

Facility: DCI  
Date: 6/27

EQUIPMENT					
Is all medical and dental equipment operational?		What is in need of repair:		How long does it take to get repaired:	
<input checked="" type="radio"/> Yes <input type="radio"/> No					
The EMT bag is accessible and sealed? Observed <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Comments:	
Any specialized or additional equipment needed? Yes <input type="checkbox"/> No <input checked="" type="radio"/>		Comments:			
STAFFING and ADMINISTRATION					
MD/ALP 1 FT	NP 1 PT	RN 11	LPN 4	DDS 1 2 days 2 PT - 1 2 days	
DDS Asst 1	Hygienist 1	Radiology mobile	Phlebotomy 1	HIT 2 on to	
Diet Tech share PT	QIC 1	HCA 1	Assistant HCA -	Optometrist	Podiatrist (1/2 ss) 8 RN
Do you have consistent physician/ALPs? (ALPs > 1 year) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Comments:			
List any vacancies: (include length of time vacant) 1 HIT					
List any contract staff: dental, radiology, phleb, diet, opto/pod 1 ATC nurse					
Are there any current concerns related to ALP performance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Comments:			
In the past six months what has been the turnover? NO - 1 RN transferred 1 LPN					
What are some of the reasons nurses leave? How do you recruit nursing staff?					

Inspector: Ogoner

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

Do supervisors work late shifts to monitor operations?	<input checked="" type="radio"/> Yes <input type="radio"/> No	How often? <u>as needed</u>
Do interdisciplinary meetings occur with departments? Explain communication with each.		
Mental Health	<input checked="" type="radio"/> Yes <input type="radio"/> No <u>quarterly</u> <u>vastly improved</u> <u>bridged some of the gaps</u>	
Security	<input checked="" type="radio"/> Yes <input type="radio"/> No <u>Monthly</u>	
Recovery Services	<input checked="" type="radio"/> Yes <input type="radio"/> No <u>better, very pleasant</u>	
<b>ACCESS</b>		
Kites	#	Response Time? Any unanswered?
Log observed <input type="checkbox"/>		
Nurse Sick Call	#	<u>March 420 April 213 May 422</u>
Doctor Sick Call	#	<u>March 317 April 287 May 305</u>
How many inmates are in Chronic Care? <u>200/month</u>		Total all clinics?
Cardiac:	Liver(HepC):	Lipid:
Diabetes:	Gen Med:	HIV:
PPD(TB):	Seizure:	Pain:
How many MRSA cases have you cultured since <del>January</del> <u>June</u> 2014? <u>5</u>		<u>20</u>
Are Patient satisfaction surveys conducted? <u>GNC</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No	How are you conducting these and how often? <u>quarterly</u>
How many informal complaints have you received in the past 6 months?	Most common complaints received? <u>33 - not getting care truly deserve</u>	
Tracking method observed <input type="checkbox"/>		
Deaths since January 2014	# <u>0</u>	

Inspector: Agonek

Facility: DCI  
Date: 6/27
**AREA INSPECTED: MENTAL HEALTH SERVICES**

FACILITIES					
	#	Clean?	Organized?	Comments	
Offices		<u>Yes</u> No	Yes No		
Conference Rms		<u>Yes</u> No	Yes No		
Classrooms		<u>Yes</u> No	Yes No		
Records Areas		<u>Yes</u> No	Yes No		
Crisis Cells					
Number of crisis cells:		Describe location:		Cells observed in use:	
<u>5 with 6</u>		<u>4 in TPU</u>		YES <u>NO</u>	
<u>1 on second floor</u>		<u>not full window dw</u>			
How clean are the crisis cells?		Comments:			
Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>					
Do crisis cells have clear visibility?		Comments:			
<u>YES</u> NO		<u>1-112</u>			
Do cells have protective secure screening on the windows and are they intact?		Comments:			
YES NO					
STAFFING					
Psychiatrist	Psychologist	APN-MH	RN	Psych Asst.	
<u>2 PT</u>	<u>1 PT 1 PT</u>	<u>1</u>	<u>2</u>	<u>-</u>	
LSW <u>1</u>	LISW <u>2</u>	SW <u>-</u>	PC <u>1</u>	MHA <u>4</u> / MH <u>3</u>	
QIC: <u>empty in 1st in 2nd</u>	HIT: <u>2</u>	Other: <u>LPC-1</u>		Comments: <u>1 out due to medical leave</u>	

*Space much improved*
*good communication of plan w/ H*
*\* vast improvement*
*\* lots of demands*
*Students gotten into Dec*
*also LISW*

Inspector: Ogonek

Facility: DCI  
Date: 6/27

List any vacancies:	1 Psychologist 1 BHPZ
List any contract staff:	1 pt psychologist, 1 PT 2 psychiatrists

CASELOAD			
Total Caseload: 6/20	# 481	Backlog? No	
Number of C1/SMI:	# 273		
Number of C2	# 208		
How many inmates are on the MH Caseload are in RH? 6/26	# 12	How many of those are C1/SMI?	# 9
Completed Suicides since January 2014 5	# 0		
Suicide Attempts (past year) June 2016 -	# 6		
ACCESS			
* Review kite log log not accurate not updated		Response Time?	

open hours →

excellent response time → as evidence by response

Inspector: Ogonek

Facility: DCI  
Date: 6/27

PROGRAMMING		
How many evidence-based MH programs are currently offered to inmates?	#	What programs? - illness mgmt & recov - bright depression model (based in CBT) - feeling safety - SAMI - peer-to-peer (NAMI) - NAMI support grp. <u>(aring son)</u> - 2 PTSD (fall)
How many additional programs offered?	#	What programs? - art (peer led) - anxiety
How many treatment programs have been scheduled in the past 90 days?		151
How many treatment programs have been conducted in the past 90 days?		137

\*

14 cancelled → illness of staff  
NAMI → facilitator wasn't

TPU/LPH

→ 3 staff

- daily
- Mon - emotional regulation
- Tues - feeling safety
- Wed - feeling safety
- R - anger mgmt
- R - anger mgmt

Inspector: OgonekFacility: DCI  
Date: 6/27**AREA INSPECTED: RECOVERY SERVICES PROGRAM AREA**

FACILITIES				
	#	Clean?	Organized?	Comments
Offices		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Class Rooms		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Records		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Are all records stored in a locked filing cabinet? Yes <input type="checkbox"/> No <input type="checkbox"/>		How often are records audited ensure they have all information required by 70-RCV-02?		
<input type="checkbox"/> Observed		N/A		
Is the space available sufficient to perform duties?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Comments: <u>Insufficient</u>	
STAFFING and ADMINISTRATION				
List all staff working in recovery services and length of employment:				
RSA:	Counselors:		HIT:	Other:
1	5		—	
Are there any current vacancies: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		How many?		Length of vacancy?
Are contract staff utilized? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		How many?		
Do you feel you have enough staff to meet inmate needs of service? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Comments: <u>due to spacing</u>		
Are inmate graduates used to facilitate programming? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		How many?	How? <u>may change and bring back</u>	
Are there any current concerns related to their performance? Yes <input type="checkbox"/> No <input type="checkbox"/>		Comments: <u>N/A</u>		



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

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

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

Do you utilize volunteers? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	How many? 4	For what? AA/NA
How often? <del>weekly</del>		
<b>INMATE OUTREACH AND PARTICIPATION</b>		
Describe the presence of the recovery service department at this institution?	high visibility excellent counselors respect both from inmates and administration	
Are there any designated recovery services housing units?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	How many beds?
Comments? <del>talked</del>		
* What efforts are made to retain inmates who stop participating in formal programming?	talk to supervisor "not perfect" team communication motivational interviews	
Do you reach out to individuals who are found guilty of Rule #39?	Yes <input type="checkbox"/> No <input type="checkbox"/>	How? over 1 year
Do interdisciplinary meetings occur with the following departments?	Medical Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Frequency?
	Mental Health Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Frequency?
	Security Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> very good ↳ good working relationship	Frequency?
	Are you involved in discussions about how to manage Rule #39 with security and administration?	
Yes <input type="checkbox"/> No <input type="checkbox"/>		
Do you offer any SAMI groups? ↳ no, offered in MHI		

Still ways to go → don't want to be exposed by others

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

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

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

Check all formal recovery programs offered.	<input checked="" type="checkbox"/> Treatment Readiness Program <input checked="" type="checkbox"/> Intensive Outpatient Program <input checked="" type="checkbox"/> Recovery Maintenance Program <input type="checkbox"/> AOD Education Groups → <del>0</del> <input type="checkbox"/> Intensive Program Prison <input checked="" type="checkbox"/> Brief Intervention Program <del>400</del> <input type="checkbox"/> Continuing Care → lowest retention grp
How many inmates are <u>currently enrolled</u> in formal treatment programming?	R0: R1: R2: 30 R3: 72 Total Enrolled = 102
	Is this an <i>Increase or Decrease</i> since your last cohort Is this on track to be an <i>increase or decrease</i> for FY 2014
In FY 2016, how many inmates were enrolled in programming.	<b>PULLED FROM FY 2016 ANNUAL REPORT</b>
Number of treatment groups scheduled in the past 90 days?	187
Number of groups held in the past 90 days?	179

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

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

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

How many inmates in the entire institution population are assessed as:	R0: R1: R2: R3: Total # Assessed @ institution _____		
How many inmates are on the waitlist?	R0: R1: R2: R3: Total Waitlisted = 300 <del>ml</del> +/-		
How do you engage individuals on the waitlist in services, as they wait to enroll in formal programming?	in addition to orienting the inmates if interested opportunity		
Average monthly participation in the following ancillary programs	AA 85	NA	Other:
How frequently are they offered?	weekly - night switch morn		
Do you have any additional recovery services programming offered?  Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	How many?	How often?	Names of Programs?
COTA (co-dependency) coming soon in J14			

## RE-ENTRY PREPARATION

How does your staff conduct outreach to family or incorporate them into recovery? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	How? hope to get to graduation ceremony incorporated
--	--

Inspector: JacksonFacility: DCIDate: 6-27-17

## AREA INSPECTED: FOOD SERVICES

DINING HALL		COMMENTS														
1. What is the atmosphere of the dining hall upon entrance?	Calm <input checked="" type="checkbox"/> Tense <input type="checkbox"/>															
2. How many staff are assigned to supervise inmates in the dining hall?	1st - 2nd - 															
3. How clean is the dining area?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Needs Improve <input type="checkbox"/> Acceptable <input type="checkbox"/>															
4. What is the temperature of the food in the serving line?	<table border="1"> <thead> <tr> <th>Item</th> <th>Before</th> <th>During</th> <th>After</th> </tr> </thead> <tbody> <tr> <td>Chicken Breast</td> <td>200</td> <td>189</td> <td>174</td> </tr> <tr> <td>Hash Brown Potatoes</td> <td>211</td> <td>211</td> <td>192</td> </tr> </tbody> </table>	Item	Before	During	After	Chicken Breast	200	189	174	Hash Brown Potatoes	211	211	192			
Item	Before	During	After													
Chicken Breast	200	189	174													
Hash Brown Potatoes	211	211	192													
KITCHEN PREP AREA (including tools and equipment)		COMMENTS														
5. How clean is kitchen area?	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Needs Improve <input type="checkbox"/> Acceptable <input checked="" type="checkbox"/>															
6. Does the equipment appear to be clean?	YES NO															
7. Is the quantity of the food served according to the menu?	YES NO															
8. Is soap available in the inmate/staff bathroom?	YES NO															
9. What is the date of last fire equipment inspection?	DATE: <u>June 2017</u>															
-Extinguisher checked <input checked="" type="checkbox"/>																
10. What is the date of the last two county health inspections? Did the facility pass?	DATE 1: PASS FAIL DATE 2: PASS FAIL Main Issues/Concerns:															
11. What are the dates of the two most recent visits from the DRC Food Service Contract Monitor?	DATE 1: Compliance Score: DATE 2: Compliance Score: Main Issues/Concerns:															
12. How often is the cooking equipment sanitized?	<u>After each use</u>															
13. Are all chemicals secured?	YES NO															
-Log observed <input checked="" type="checkbox"/>																
14. Are the surrounding walls, floors, and the receiving racks that hold washed meal trays clean and sanitized on a regular basis?	YES NO															
15. Are there open trash containers near food preparation or dish wash areas?	YES NO															

Inspector: *[Signature]*Facility: DCIDate: 6-27-11

FOOD STORAGE AND APPLIANCES		COMMENTS
16. Are any appliances in need of repair? -Service Call or work order requested <input type="checkbox"/>	<i>None</i>	
17. Are there any visible facility maintenance concerns?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
18. Are there any standing puddles of water on the ground?	YES <input type="radio"/> NO <input checked="" type="radio"/>	
19. 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"/> YES <input type="radio"/> NO <input checked="" type="radio"/>	
20. Is stored food wrapped and dated? Storage shelves observed <input checked="" type="checkbox"/>	YES <input checked="" type="radio"/> NO <input type="radio"/>	
21. Are containers of food stored off of the ground?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
22. Is the shelf-life of non-perishable items less than 90 days?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
23. Is the shelf-life of perishable items less than 7 days?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
24. Is a safe distance maintained from the top of the stored food to the ceiling?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
25. Are dishes/utensils washed/rinsed at appropriate temperatures (wash 150 degrees/rinse 180 degrees)?	YES <input checked="" type="radio"/> NO <input type="radio"/>	

CONTRACT STAFF		COMMENTS
26. Number of contract staff on-site:	Number of staff:	Length of time at facility:
Director	1	1 week
Assistant Director	1	3 years
Manager/Coordinator		
Contract Workers	7 (3 will start)	(Average)
Total contract staff	9 + 3 = 12	
27. Reason(s) for contract staff turnover?	<i>Pretty steady here</i>	

Inspector: JacksonFacility: DCIDate: 6-27-11

INMATE WORKERS and INCENTIVE PROGRAM(S)		COMMENTS
28. How many inmate workers are assigned to the food services department	73	
29. Are incentive programs offered to increase inmate participation?	YES NO	\$ ?
30. How are inmates selected to work in food service?	assigned by unit manager	
31. What is the monthly wage?	\$18-\$24	
32. Do inmates receive performance evaluations?	YES NO	
Are raises available for good performance?	YES NO	
33. Are all inmate workers trained regarding proper hygiene? -Forms observed <input checked="" type="checkbox"/>	YES NO	
34. Are all inmate workers trained on proper handling of equipment? -Forms observed <input checked="" type="checkbox"/>	YES NO	
35. Are all inmate workers and staff wearing hair nets and gloves?	YES NO	
36. How many inmates participate in the program(s)?		
37. How many inmates do you currently have in the IN-2-Work program?		
38. Number of recent graduates from the IN-2-Work program?	7 today	

LOADING DOCK		COMMENTS
39. Is the trash dock free of odors, loose garbage bags, and bugs?	YES NO	<del>Remove?</del>
40. Are there any current pest issues? If yes, when was most recent issue?	YES NO	? Roach?
41. How often is the local exterminator used?	Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Bi-Monthly <input checked="" type="checkbox"/> Annually <input type="checkbox"/>	

Inspector: JacksonFacility: DCIDate: 6-27-17

STAFF AND INMATE CONCERNS		COMMENTS
42. 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"/>	
43. Is a kite log maintained?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
Inmates' biggest Concern(s)?		Bigger Portions
-Log observed <input checked="" type="checkbox"/>		
44. Contract staff biggest concerns?		None
45. Number of delayed servings in last 12 months?		None that they are aware of
46. Number of inadequate substitutions made in last 12 months?		

EXECUTIVE STAFF ROUNDS 5-11-17 to 6-11-17												
STAFF	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT	DATE	IN	OUT
Warden	5-12	9:10	9:20	5-18	8:10	8:15	5-25	10:47	10:52			
DWO												
DWSS	5-15	10:21	10:31	5-18	12:30	12:50	5-24	11:30	11:40	6-2	12:12	12:28
BM												
IIS	5-15	12:25	12:39	5-25	10:20	11:23	5-30	4:10	4:45			

ADDITIONAL COMMENTS:

Need ASD over the food  
Kitchen Floor is old + needs replaced

New

1 Double-stack ovens } Just installed yesterday  
3 tilt skillets  
3 steam Kettles  
Mixer

Inspector:

CASHMS

Facility:

Dartmouth Corr.

Date:

6-28-17

## AREA INSPECTED: RECREATION

ACCESS TO RECREATION	COMMENTS
1. Example of typical recreation/yard schedule: (request copy of schedule**)	<p>Morning hours: ____:____ - ____:____</p> <p>Afternoon hours: ____:____ - ____:____</p> <p>Evening hours: ____:____ - ____:____</p> <p>See ATTACHED</p>
2. How many hours per day are inmates permitted to recreate?	Approx. 6-8 hours
3. How many inmates/housing units are permitted to recreate at any one time?	All together - currently Tier System - level 3's (more lockdown)
4. How frequently is recreation shut down due to staffing/unexpected issues? <i>Shift cannot provide</i>	<p>Rarely <input type="checkbox"/></p> <p>Sometimes (2-3 times per week) <input type="checkbox"/></p> <p>Frequently (3+ times per week) <input checked="" type="checkbox"/> <i>Shutdown when no staff</i></p>
5. Was recreation shut-down last week? <i>Officer</i>	<p>Yes <input checked="" type="radio"/> No <input type="radio"/> How many times? <i>Inside Rec.</i></p>
6. Check shift captain's report- how many times was recreation shut-down in prior month?	
7. Describe any obstacles to inmate access to recreation:	STAFFING
8. What activities do you provide for inmates when recreation is shut-down?	<ul style="list-style-type: none"> <li>• Outside Recreation</li> <li>• Bike in Units, Arts &amp; Crafts</li> </ul>
9. Where are activities posted for inmate information?	Recreation TV channel (this down) - Computer Computer
10. What types of music programs are available?	Describe: Sing Box test (No space for Program) (We have a sign out but no room)
11. What types of art programs are available?	Describe: Arts & Crafts



Inspector: Chelms Facility: Dayton Corr  
 Date: 6/28/17

12. Are activities available to all inmates, including those with disabilities? YES NO Types: Confort Bikes - Units  
Card Games, Arts & Crafts

**FACILITIES** **COMMENTS**

13. Does recreation equipment appear to be clean and in good working order? YES NO

14. What equipment is in need of maintenance? old machines - 12/15/10

15. How many staff are assigned to supervise inmates? 2 STAFF + Rec. Director / work.  
1 evening officer assign 2-8p  
Day - 30 minute rounds  
2 vacancies

16. How many non-correctional officers work in the recreation department? 3 positions / Rec. Director  
2 vacancy

17. How many inmate program assistants are assigned to the recreation department? 14 inmates / sanitation, porters,  
Rec. side

**VARIETY/SELECTION OF ACTIVITIES** **COMMENTS**

18. How often are new activities introduced? monthly

19. What are examples of unique/innovative recreational opportunities provided at this institution? Yoga, Zumba  
DANCE TEAM - Choreography,  
Fitness & Wellness COMMISSION  
4 Day workshop about 1233

20. What inmate-led recreation programs are available at this institution (ex. aerobics, Zumba, Yoga)? Yoga, step aerobics, Fitness

21. What incentive-based health/wellness programs are provided at this institution (ex. Biggest Loser competition)? Biggest Loser Competition  
Soccer Tournament Bingo  
BedKethball tournaments Card Games

22. How often is the selection of movies rotated? twice/weekly Number of movies in rotation: 6 each day  
Account w/Netflix 800 Post

STEP  
Show

Just lost 2 Position  
 Not allowed to hire for that Position

Inspector: C. Adams

Facility: DCI  
Date: 6/28/17

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

Basketball leagues  
Soccer leagues

They want  
to officiate  
Softball

Describe Past Tournaments:

Have a Basketball Tournament today  
Golf Tournaments  
Card Tournaments, Chess Tournaments, Bridge Tournaments

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

- Recreation being shut down (gym not open enough)
- Play More Movies

25. What activities or equipment would improve recreation?

- Improve the gym floor
- Softball field
- More program space

Describe Physical Facilities:

Indoor:

Equipment looks good - old equipment  
Increased machines for  
Chess, Pool, upper body strength  
Equipment needs to be updated  
(Chess, Pool, weight training)

Outdoor:

Softball field needs to be redone

Movie Fri (2-3p) (50+ older)

New Mats

Inspector: Adams

Facility: Dayton  
Date: 6/28/17

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

-the Team is coming today

\*5K Walk For Action  
June 3rd

Health Fair June 20th 2nd

Soccer tournament finish last  
week

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

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

5K Walk  
Action

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

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

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

Physical Activities	Level 3
Aerobics	✓
Basketball Outside Team	✓
Basketball Intramural	✓
Bocciball	✓
Bowling (Rubberized Balls)	✓
Bean Bag Toss	✓
**Dodgeball	✓
Exercise Bicycles	✓
*Fast/Slow Pitch Softball	✓
Football Flag	✓
Frisbee	✓
Handball	✓
Horse Shoes	✓
Jogging	✓
Kickball	✓
Pickleball	✓
Racquetball	✓
Soccer Intramural	✓
Softball Intramural	✓
Softball Outside Teams	✓
Track and Field	✓
Track & Field Outside Teams	✓
Volleyball	✓
Volleyball Outside Teams	✓
Wellness Programs	✓
Yoga	✓

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

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

## AREA INSPECTED: INMATE GRIEVANCE PROCEDURE

Inspector Oscar Young

ACCESS		
1. How often do you perform rounds of the housing units? <input checked="" type="checkbox"/> Employee sign-in logs rev'd	← Weekly	What issues have been noted recently? Property (not working) Phone locked STAFF selection
2. Do you target any specific areas for rounds?	F/S - weekly TPU housing units	Which? medical
3. Do you hold open office hours? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Frequency? weekly	How do inmates access? Tues/Thurs. / Stop in
4. What methods are used to educate inmates on the IGP at this facility?	Orientation DET TV	
5. What methods are used to educate staff on the IGP?	orientation, New staff training (In-service) Looking at Days	
6. Do you keep a kite log? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	What issues relayed? cell moves, Transfers, phones, AODS	
7. Are any inmates on grievance restriction? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Cause? Vandalism, medical, visit, Theft loss, R+B of Acc. Release MP3 Player	
RESPONSE TIMELINESS		
8. What percentage of informal complaint responses were untimely last year?	3%	Reasons for untimely responses? Vacation / travel
9. What steps do you take to reduce untimely informal complaints?	Memo, work w/ staff Discuss @ OPS mtgs, ever staff, Dept. heads	
10. Do you report staff who frequently fail to respond timely? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If need to	How? Not too often of this Talk w/ Supervisor	
11. What percentage of grievances were filed by the same inmate last year? 13 out of 64	inmate (13)	Issues? medical, library, programs Food, everything
12. What percentage of grievances were extended last year?	2	Reasons for the extension(s)? Investigation
13. Top three grievances filed for 2016? Copy of report 2016.	✓	Area(s) of concern? 15 - Healthcare - 1 granted 13 - Supervision - 0 8 - housing - 0 granted

2016 Complaints  
237 Kites  
2016 (granted) - 87.80

14. How many grievances resulted in a report to the Warden?	3 Supervisors - (inmate staff/relates)	Area(s) of concern?
<b>OVERSIGHT AND ACCOUNTABILITY</b>		
15. What is the area of most frequent complaint by inmates?	Property	Steps to reduce? working w/ staff
16. How frequently do executive staff discuss areas of concern?	weekly	How? Exec. staff meeting
17. What specific actions, if any, have been taken as a result of the executive staff meetings?	Informal complaint responses more timely	
18. What areas have you specifically inspected within the past 90 days? <input checked="" type="checkbox"/> IIS Activity Report Rev'd	Prisoner's, Education, Health, Security, Commissary, Ment. Health	Discrepancies in policy/practice? Newkirk, Accounts, Visiting, Security, ADA, Rkg room, Commissary, Ment. Health
19. What areas of the institution have you worked with staff to improve?	Property	How? theft/loss reports
20. How many complaints regarding staff retaliation for use of the IGP have you received in the past year?	0	Substantiated?
21. How do you ensure that inmates are not retaliated against for using the IGP?	Tracking, monitoring, investigation	
22. Do you track the staff who are the most frequent subjects of inmate complaints? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Frequency?	What do you do with the information? Report consistent violators tracked monthly Mentally supervised
23. What oversight, if any, do you provide regarding the quality of responses to ICRs?	Monitor / train staff	
24. What suggestions do you have for how to improve the grievance procedure?	The new griev. process will help improve	
25. What suggestions do you have for how to		

## AREA INSPECTED: TPU

		COMMENTS
1. Inmate Count Tracking Mechanism/Roster <input checked="" type="checkbox"/>	21	
2. How many cells have more than two inmates?		
3. How many inmates are in segregation for refusal to lock due to safety concerns?		
4. What is the atmosphere of the unit upon entrance?	Quiet for TPU	
<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"/>	
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?	5x per week	
8. How many of the following are inoperative? <i>toilets were bid out to be replaced</i>	Toilets - 2 Sinks - Showers -	Work order? Y <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/> <i>long time</i>
9. How quickly are maintenance work orders completed?		
10. How clean are shower facilities?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>	
11. How often are shower facilities cleaned?	Every shift <input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/>	
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"/>	
14. What recreation equipment or space is available? <i>Pull-up Bars</i> <i>Pull-up / Dip station</i> Sanitation issues? Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	<i>2 outdoor rec areas</i> <i>1 indoor rec area</i>	

CELL SECURITY CHECK		
15. How many of the following: - Cell window obstructed <u>none</u> Cell door window obstructed <u>none</u> - Towel on floor <u>none</u> Material in lock <u>none</u> - Inappropriate pictures <u>none</u> Material in cuff port <u>none</u> - Clotheslines <u>none</u> Graffiti <u>none</u>		
STAFF ACCOUNTABILITY		
16. Are appropriate cleaning materials in locked container and at least half full? - Match inventory <input checked="" type="checkbox"/> - Container checked <input checked="" type="checkbox"/>	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
17. How many officers are on duty per shift?	1 <sup>st</sup> - <u>2</u> 2 <sup>nd</sup> - <u>2</u> 3 <sup>rd</sup> - <u>2</u>	
18. Are officers performing security checks at staggered 30 min intervals? -Log observed <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
19. Are individual log sheets maintained and up to date? -Log observed <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
20. How often are medical rounds conducted? -Log observed <input checked="" type="checkbox"/>	<u>Daily</u>	
21. How often are mental health rounds conducted? -Log observed <input type="checkbox"/>		Dates in log book:
22. How frequently do uses of force occur in the segregation unit?	What were the circumstances of the last use of force?	
23. How frequently is meal/food loaf used in the segregation unit?	What were the circumstances of the last time that meal/food loaf was given?	
24. How frequently do inmates flood the range or otherwise cause a disturbance?	What were the circumstances of the last time?	
ACCESS TO CIIC, PROGRAMS, STAFF		
25. Is the current CIIC memo posted?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	
26. Describe inmates' access to the library:	Bookcase? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Dates in log book:



[illegible]

Facility: Dorson  
Date: 6/28/17

## Unit Management Chief (UMC) Reentry Interview Questions

CLASSIFICATION REVIEWS	
1. Regarding inmate <b>classification reviews</b> : What percent of the total inmate population is shown on the <u>Due/Past Due Reports</u> (for classification reviews)?  [DOTS ... GRMEN... <u>print</u> full report (several pages) and <u>print</u> past due report (one page)]	Number inmates on Past Due Report: <u>2</u> # More than one month Past Due: <u>1</u> #  Reasons for overdue reviews: <u>1 DTC, 1 TPO</u>
PURPOSEFUL ACTIVITIES	
2. How would you rate the level of inmate access to purposeful activities at this institution?	Exceptional <input type="checkbox"/> Good <input checked="" type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improve <input type="checkbox"/>
3. What types of purposeful activities are available at this institution? <input type="checkbox"/> Education/Academic/Vocational/College <input type="checkbox"/> Unit programs <input checked="" type="checkbox"/> Community service <input type="checkbox"/> OPI <input type="checkbox"/> Inmate-led groups	<input type="checkbox"/> Mental health/recovery programs <input type="checkbox"/> Religious programs <input type="checkbox"/> Other (please list):  <u>Received Program</u>
4. Collectively, what are the <b>barriers to access</b> to purposeful activities and reentry programming at your institution?	<u>Training for new skills</u> <u>Staffing</u> <u>Program Space</u>
5. Have you completed your most recent (January 20, YEAR) <b>Needs Assessment Survey</b> ? Yes No <u>Received 2016 needs</u>	Please print and provide a copy of your most recent <b>Needs and Staffing Assessment for Social Services Programs</b> (per DRC Policy 71-SOC-10)
CONTACT WITH COMMUNITY	
6. What does the institution do to promote inmate communication with family, friends and the community?	<u>Email, Phone, Family Day - Monday</u> <u>Visiting, Graduation, Mail</u> <u>Reentry Day</u>
7. What <b>barriers</b> exist to inmates <b>communicating</b> with family, friends, or the community at this institution?	<u>Travel</u>
8. How active is your local reentry coalition?	11a. When was the last meeting? <u>Montgomery County Reentry Coalition 4/27/17</u>
9. Describe the level of in-reach from local community service providers or agencies.	<u>Great / Terrell Green</u>
10. When was your last job fair?	13a. What groups/agencies/providers attended? <u>April 2017</u> <u>Reentry Fair (22 yrs)</u>
11. Do you have any suggestions for how to increase community contact and/or in-reach?	<u>Continues to get to reentry coalition</u>
REENTRY	
12. What are positive activities/actions that this institution has implemented to prepare inmates for a successful reentry?  <u>(1 video)</u> <u>STAFFING</u> <u>4 SSAs</u>	<u>Pick Release Prep</u> <u>Reentry Coalitional Contacts</u> <u>OBB / Community linkage</u> <u>3 (1 video)</u> <u>1 UM, 1 UM (OBB)</u> <u>4 Positions CM</u> <u>1 Trial, 1 Just hired, 1 starts July 9, 1 here</u>

13. Do you have any unique opportunities or programs for familial engagement?	Yes
14. Does every inmate have the opportunity to be involved in a reentry program (unit programs, education, etc) prior to release?	Please describe your <b>tracking system</b> and documentation used for monitoring inmates placed into recommended programs. Yes
15. What <b>channels of communication or distribution of information</b> are used to make reentry resources known to inmates?	What <b>new and additional programs, information, or resources</b> do you feel are <b>needed</b> to provide reentry assistance to inmates? Reentry Resource Desk - library Case Managers
<p>16. <b>TRANSITIONAL RELEASE PLAN (TR PLAN)</b>: What percentage of all inmates within 60 days of their release date have all documents received or provided per their individual OTRP (F4443) form? [RPLAN screen in DOTS portal]</p> <p>Documents or services include:</p> <ul style="list-style-type: none"> <li>• Copy of DD214</li> <li>• Social Security Card</li> <li>• Birth Certificate</li> <li>• Driver's License</li> <li>• Other:</li> <li>• Transportation</li> <li>• Reentry Resource Guide</li> <li>• Institution Job History</li> <li>• Housing Plan</li> <li>• S.T.R.I.V.E.</li> <li>• A.P.A. Workshop</li> <li>• SSA Screening</li> <li>• Community Linkage Package</li> <li>• Medicaid Application</li> <li>• PASRR Nursing Home</li> <li>• Career Passport to Forwarding Address</li> <li>• Recovery Service Discharge &amp; Prognosis</li> <li>• Ohio Benefit Bank Registration</li> </ul>	<p>17. What <b>accountability system</b> is in place to <b>oversee the completion</b> of each item or service on the RPLAN per inmate?</p> <p><b>For example:</b></p> <p>* UMC <b>filtering a list</b> of 60-day, 30-day inmates <b>on the 1<sup>st</sup> of each month</b> and distributing to each Case Mgr for interaction/completion.</p> <p>* Required <b>date-driven checkpoint meetings</b> at 120, 90, 60, or 30 days between Case Mgr and inmate(s)?</p> <p>* Unit Management <b>'tracking board'</b> that is updated weekly for remaining tasks per inmate w/ less than one week.</p> <p>*Other:</p> <p>*Other:</p> <p>31</p> <p>Reentry Resource Desk</p>
<b>SUMMARY AND RECOMMENDATIONS</b>	
18. Overall, how well do you feel that the institution has prepared inmates for post-release reentry?	<input type="checkbox"/> Exceptional If exceptional, why? <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> In need of improvement If in need, why?
19. How could this institution better prepare all inmates for reentry?	<p>More Resources</p> <p>Program Space</p> <p>Small group AS</p> <p>Programing</p>
Additional comments:	

Facility: DCE  
Date: 8/28/17

Reentry Coordinator  
Reentry Interview Questions

(Same As  
UME)

PURPOSEFUL ACTIVITIES		
1. How frequently do your inmates have opportunity to be away from their cell or bunk to participate in reentry programs or activities?	<input checked="" type="checkbox"/> All the time except for lockdown at night and count <input type="checkbox"/> Frequently <input type="checkbox"/> Rarely	
2. What percent of inmates have access (based on assignment or schedule) to some type of structured programming (educational, Thinking for a Change, etc.) on a daily basis?	100 %	
3. What are the barriers to access purposeful activities and reentry programming at your institution?	SPACE, STAFFING, STAFF	
4. Are you aware of incentives for inmates to complete reentry-approved programs?	YES NO	
5. Do you think that these incentives are effective?	YES NO	If not, what incentives would be more effective?
	Provide incentive	
6. Are the inmates fully aware of the incentives to complete reentry-approved programs?	YES NO	
7. How frequently are recreational activities disrupted or shut down?	<input type="checkbox"/> Daily <input checked="" type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Never	STAFFING
8. Do most inmates have access to a job that involves more than two hours of work each day?	YES NO	
9. What additional programs, information, or resources do you feel are needed to provide reentry assistance to inmates?	TRAUMA CARE/AFTER CARE Program Domestic Violence / Sexual Abuse Care Program Housing Resources.	
CONTACT WITH COMMUNITY		
10. How easy is it for inmates to keep in contact with family/friends?	<input checked="" type="checkbox"/> Very easy <input type="checkbox"/> Easy <input type="checkbox"/> Difficult <input type="checkbox"/> Very difficult	
11. What barriers exist to inmates communicating with family, friends, or the community at this institution?	NONE	

REENTRY COORDINATOR Interview Questions - 2013-2014 - Page 2.

Facility:

DCI 6/28/17

STAFF ACCOUNTABILITY and REENTRY		
12. Do you, as Reentry Coordinator, meet with individual inmates to discuss what <u>recommended programs</u> they should complete during their incarceration to prepare for reentry?	YES <input checked="" type="radio"/> NO <input type="radio"/>	
13. Do you routinely and regularly meet with inmates to discuss finding <u>housing, job placement</u> , etc, after their release?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<p>If yes, how are discussions documented?</p> <p>If yes, are follow-up steps taken after the discussions?</p> <p>If yes, how often do you meet with inmates?</p>
14. Do you provide inmates with <u>written materials</u> and information on how to find housing, job placement, etc?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<p>What written materials are provided?</p> <p>List of DMC STOP.</p> <p>Provide Release Prep Week</p>
15. Do you confirm that inmates actually know <u>where to find additional information or resources</u> to find housing, job placement, etc?	YES <input checked="" type="radio"/> NO <input type="radio"/>	<p>How do you confirm inmates have knowledge and skills to acquire needed information and resources?</p> <p>Provide Release Prep Week</p>
16. What steps do you take to assure inmates are aware of the <u>M.U.S.C.L.E. (Reentry Resource Guide)</u> with county/community information?	STAFF Provide	
17. How do you track what information the inmate has received to help him find housing, a job, etc, after release?	<p>Do you use a system to track the number and percent of inmates per housing unit who do not have a completed F4443/RPLAN sheet at 30 days prior to release? <u>Please describe:</u></p> <p>Complete RPLANS.</p>	

SUMMARY and RECOMMENDATIONS	
18. Overall, how well do you feel that the institution has prepared inmates for post-release reentry?	<input type="checkbox"/> Exceptional (Why?) <input checked="" type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> In need of improvement (Why?)
19. How could this institution better prepare <u>all</u> inmates for reentry?	See UMC Comments
<p>Additional comments:</p> <p>Need staff &amp; Prog. <del>Spec</del></p>	

Corrections Analyst: \_\_\_\_\_

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

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

*Reading Room*  
*May 2017 - 182*  
**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 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 type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
3. Overall, classrooms were appropriate in size, acoustics, lighting, temperature, etc.	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
CIIC DOCUMENT REVIEW	
4. Overall, lesson plans were rated:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>
5. Overall, student educational goal agreements were rated:	Exceptional <input type="checkbox"/> Good <input type="checkbox"/> Acceptable <input type="checkbox"/> Needs Improvement <input type="checkbox"/>

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

STUDENT POPULATION and ACCESS	
6. Current educational staff	Principal: <input checked="" type="checkbox"/> Assistant Principal: <input checked="" type="checkbox"/> Teachers: <input checked="" type="checkbox"/> Academic: <input checked="" type="checkbox"/> C.T.: <input checked="" type="checkbox"/> AJT: <input checked="" type="checkbox"/> etc.) Guidance Counselor: <input checked="" type="checkbox"/> Educational Specialists: <input checked="" type="checkbox"/> Other: _____ Intervention Specialists: <input checked="" type="checkbox"/> Other: _____
7. Current vacancies ( <u>1</u> total)	Positions: Academic: <u>1</u> BED: <u>1</u>
8. What is the average or approximate student/teacher ratio?	Academic: <u>1/10</u> Career/Tech: <u>1/10</u> Other: <u>1/10</u>
9. Number certified inmate tutors?	Academic: <u>9</u> Career/Tech: <u>0</u> Other: <u>0</u>
10. Are there plans to expand the training/use of certified inmate tutors in delivering education?	<u>Just trained 9</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>Waitlist generally runs</u> <u>ordered more materials</u> <u>look @ reports to identify needs of deficiencies</u> <u>included social needs, math materials</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? 11b. How are Principal rounds documented in the segregation unit? 11c. How much time and what tasks are addressed by the Principal during rounds in segregation?

*TPU*  
*Principal & guidance counselors go over based on needs / request weekly*

Corrections Analyst: C AdamsFacility: Dayton Corr.Date: 6/27/2017

STAFF PROFESSIONAL DEVELOPMENT		
13. Describe opportunities and support for staff professional development:	<ul style="list-style-type: none"> <li>Membership in association, trade, or professional group</li> <li>Attendance at association, trade, professional conferences</li> <li>Tuition support for continuing education or development</li> </ul>	
14. Describe opportunities for internal evaluation and improvement:	<ul style="list-style-type: none"> <li>Principal evaluation of teachers</li> <li>Informal peer teacher feedback</li> </ul>	
15. Describe system for rewarding/incentivizing continuous professional development.	<ul style="list-style-type: none"> <li>Allowing teachers to take classes</li> </ul>	
SECURITY		
16. Is security staff on duty in the area during programming?	YES NO	officer could thru but not assigned in the building
17. Where is security staff located within the school setting?		
18. Are teachers issued man-down instruments?	YES NO	
19. Are all instructional materials and tools stored and accounted for in a safe manner?	YES NO	hooked cabinets
INSTITUTIONAL NEEDS ASSESSMENT		
20. Date of last annual institutional needs assessment:	12/22/16	[REQUEST COPY]
21. What positives, negatives, or other 'take away' findings emerged?	See Attached	
a. -		
b. -		
SPECIALIZED EDUCATIONAL PROGRAMMING		
22. Does your institution offer any of the following specialized educational programs:	<ul style="list-style-type: none"> <li>Career-Technical Education #3 HVAC, AFS, Carlinch</li> <li>Career Enhancement Programs (5 week modules in employment readiness, trades, and safety)</li> <li>Advanced Job Training (AJT) - college courses</li> <li>Apprenticeship Programs Animal Training, Maint. Repair Wks, Janitorial, Stitches</li> <li>Title I (for educationally disadvantage under 21 years)</li> <li>Transitional Education Program (TEP)</li> <li>Education Intensive Prison Program (EIPP)</li> </ul>	
23. What additional specialized educational programs are available?	<ul style="list-style-type: none"> <li>a. -</li> <li>b. -</li> </ul>	
INSTRUCTIONAL MATERIALS and TECHNOLOGY		
24. Overall, are instructional materials provided to every student?	YES NO	
25. Are instructional materials copyrighted or teacher-made?	Academic - Career/Tech - Other -	Copyright date:
26. Describe inmate student use of technology, if any.	Academic - Career/Tech - Other -	
27. To what degree is all technology currently working?	Are repairs pending?	

Apprenticeships

Most Proud - have increased BED utilization  
Full staff

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

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

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

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

**EDUCATIONAL ADMINISTRATOR INTERVIEW**

STUDENT POPULATION and ACCESS	
5. Current educational staff	_____ Principal; _____ Assistant Principal _____ Teachers (_____ Academic, _____ C-T, _____ AJT, _____ etc.) _____ Guidance Counselor _____ Educational Specialists _____ Other: _____ _____ Intervention Specialists _____ Other: _____
6. Current vacancies (____ total)	Positions: _____
7. What is the average or approximate student/teacher ratio?	Academic _____ Career/Tech _____ Other _____
8. Number certified inmate tutors?	Academic _____ Career/Tech _____ Other _____
9. Are there plans to expand the training/use of certified <b>inmate tutors</b> in delivering education?	
10. What <b>initiatives</b> have been implemented to increase access to educational programs and/or increase GED attainment?	
11. Describe education <b>delivery to segregation</b> (to assure delivery no later than 60 days after segregation placements, per Policy 57-EDU-02.)	11a. What tracking system do you use to assure that segregation inmates are receiving educational programming?
STAFF PROFESSIONAL DEVELOPMENT	
12. Describe opportunities and support for staff professional development:	
<ul style="list-style-type: none"> <li>• Membership in association, trade, or professional group</li> <li>• Attendance at association, trade, professional conferences</li> <li>• Tuition support for continuing education or development</li> </ul>	
13. Describe opportunities for internal evaluation and improvement:	
<ul style="list-style-type: none"> <li>• Principal evaluation of teachers</li> <li>• Informal peer teacher feedback</li> </ul>	



Facility: DCI6/27/17  
6/28/17

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

INSTITUTIONAL NEEDS ASSESSMENT	
14. Date of last annual institutional needs assessment: <u>12/2016</u> <small>*Request copy</small>	15. What positives, negatives, or other 'take away' findings emerged?
SPECIALIZED EDUCATIONAL PROGRAMMING	
16. What educational programming does your institution offer? <u>High School Option</u>	
<input checked="" type="checkbox"/> Pre-GED <input type="checkbox"/> GED <input checked="" type="checkbox"/> ABLE <input checked="" type="checkbox"/> Literacy <input type="checkbox"/> Special Education	
Does your institution offer any of the following specialized educational programs:	
<input checked="" type="checkbox"/> Vocational Programs (career-tech, career enhancement): _____	
<input checked="" type="checkbox"/> Advanced Job Training (college courses): _____	
<input checked="" type="checkbox"/> Apprenticeship Programs: _____	
<input type="checkbox"/> Title 1 (for educationally disadvantage under 21 years)	
<input checked="" type="checkbox"/> Transitional Education Program (TEP) <input type="checkbox"/> Education Intensive Prison Program (EIPP)	
Are there any additional specialized educational programs available? _____	
INSTRUCTIONAL MATERIALS and TECHNOLOGY	
17. Overall, are instructional materials provided to every student?	<u>YES</u> <u>NO</u>
18. Describe inmate student use of technology, if any.	Academic - <u>Computer Lab (20 computers)</u> Career/Tech - <u>Computer Lab (20 computers)</u> Other - _____
19. To what degree is all technology currently working?	Are repairs pending? <u>All working</u>
20. What additional technology is planned?	<u>Smart boards - have one in Computer Lab</u>
OVERALL	
21. Who maintains the children's reading room in visitation? <u>Deputy Warden - Secretary sets the hours</u>	22. How many documented hours are reported for reading room utilization? <input type="checkbox"/> Review report <u>120/YTD</u>
23. Overall, how well is the institution providing inmates with academic instruction and preparing them to take the GED?	<u>4</u>
24. What are you particularly proud of in terms of education at your facility?	<u>Ged Attendants</u>
25. What are the biggest challenges confronting academic instruction?	<u>Students who Don't want to come to school</u>

Additional Comments:

• Earned Credit

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

John Noble/Dayton

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

6/27/17

## AREA INSPECTED: LIBRARY/LAW LIBRARY

FACILITIES	
1. Does the area appear to be clean and well-maintained? <input checked="" type="radio"/> YES <input type="radio"/> NO	Describe library facilities: Nice library Good w/ great of books
2. What is the seating capacity in the library? 50	_____ chairs <u>5</u> tables
3. Is there a limit on the number of inmates who may use the library at one time? 50 →	YES <input checked="" type="radio"/> NO <input type="radio"/> Cap/limit #: <u>50</u> → Rationale: <u>People</u>
4. Total number of materials in library: *request copy of most recent monthly report Yes	<u>13,000</u> Date: <u>5/20/17</u> What types of materials does this include? <u>Periodicals, CD Rom Refere</u>
5. How many subscriptions are maintained for magazines <u>65</u> , newspapers <u>14</u> ?	How are they selected? <u>Requests, Survey, mtg. (circulation)</u>
6. Are there any other media alternatives? Digital < (JPAY) — like Kindle	<u>Readers for the blind</u> <u>NO CD-Rom</u>
7. How often are new materials added to the library?	What are your sources for new library materials? <u>Interloan</u> <u>Purchase books when</u> <u>Donations</u> <u>CDs</u>
8. How many computers/typewriters are available for inmates' use? <u>4 comp</u> — total # of PCs — # LexisNexus — # Word Processor 3 <u>2</u> # Reentry typewriters — All work	How many are inoperable currently? <u>1 is broken</u> Have work orders been submitted? <u>Yes</u> <u>Future 5-6 cardage</u> <u>7 reentry</u> <u>help us</u> <u>work</u>
9. How many inmate workers are assigned to the library/law library?	<u>7</u> total # of workers <u>2</u> # of law clerks <u>4</u> # of volunteers (will hire one more)
10. Do you have any post-secondary educational materials? <input checked="" type="radio"/> YES <input type="radio"/> NO	Describe: <u>GED, highly effective people</u> <u>Strength finders, Resume writing</u> <u>Job opportunities</u>
11. Do you have a specific ethnic/urban section within your library? <input checked="" type="radio"/> YES <input type="radio"/> NO	Describe: <u>Unbearable fiction</u>
12. Do you have a specific foreign language section within your library? <input checked="" type="radio"/> YES <input type="radio"/> NO	Describe: <u>Yes</u> <u>Spanish</u> <u>English</u> <u>however</u> <u>Reddy</u>
ACCESS	
*Request copy of library schedule (Schedule)	13. What is the average amount of time that an inmate has to use the library per week? <u>Yes</u>
14. How do you ensure new inmates are aware of how to use the library?	<u>Mentor</u> <u>Orientation</u> <u>hand-outs</u>

List — Passed in — LPH  
 trace material — Rest.  
 House

Facility: DaytonDate: 6/27/17

15. What is the most frequent use of the library by the inmates? <i>Logbook</i> <i>Magazines (829)</i> <i>Books (892)</i>	16. What complaints have inmates relayed regarding access to library? <i>New books, New Resources</i>
17. How often do you go to segregation? <i>TPU</i> <i>weekly</i>	18. How do you ensure all inmates in segregation have their desired library materials? <i>(Scheduling) → Request</i>
19. How are policies maintained in the segregation unit for inmates to review? <i>TPU</i> <i>Sargent to maintain policies</i>	20. Who maintains the policies in segregation? <i>yes (See Attached)</i>
21. Do you offer any special programs or unique initiatives for the inmate population? i.e.: book clubs, literature circles, tracking inmate interests, specialty programs <i>yes (See Attached)</i>	
<b>LEGAL/LAW LIBRARY AREA</b>	
22. What complaints have inmates relayed regarding access to legal materials? <i>Logbook</i> <i>yes — usage of Computers if any</i>	23. How are inmate workers trained to work in the law library? <i>Assist workers (all computers no working)</i>
<b>REENTRY</b>	
24. Do you have a specific section of the library dedicated to reentry? <i>Logbook</i> <i>YES NO</i>	What materials are located there? <input checked="" type="checkbox"/> Resume, cover letter prep <input checked="" type="checkbox"/> Employment, job searches <input checked="" type="checkbox"/> Vocational education (apprenticeships) <input checked="" type="checkbox"/> Other, <i>Computers / how to use it</i>
25. Does your institution have satellite libraries? <i>yes</i>	26. Where are the satellite libraries located? <i>Unit Collections</i> <i>RH</i>
27. What improvements would you like to make to the library's Reentry Resource Center? <i>will be getting new computers</i>	28. How are inmates able to access resumes before leaving? <i>Job Center</i> <i>present</i>
29. Ask Inmates: One positive aspect of library? <i>Resources</i> <i>Information</i> <i>Atmosphere to read &amp; learn</i>	30. Ask Inmates: One negative aspect of library? How can services be improved? <i>Need an Assistant</i> <i>get more done</i>
31. Do you have the most recent CIIC inspection report? Where is it? <i>yes</i>	

Additional Comments:

*Need Assistant*  
*hexus/neris — Reentry (Manny)*  
*hooking & Six Computers (Reentry)*  
*Library Adv: 06-4/2017 — Principal — pls w/ 11.288*  
*Sgt. IIS, hotel clerk, library*

## ENVIRONMENTAL SUSTAINABILITY CHECKLIST

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

Facility: DCIDate: 6/27/17

Energy/Conservation	
1. Who is your designated Energy Conservation or Recycling Coordinator (position title only)?	<u>Business Administrator</u>
2. What staff comprises the committee to evaluate the energy usage throughout the year (position titles only)?	<u>Maintenance Superintendent, Stationary Engineer</u>
3. What staff member is the designated building operator?	
4. Was the most recent sustainability audit completed by June 15, 2016?	Date: <u>Sustainability audit was completed for FY17 6/20/17</u>
5. What energy conservation strategies were developed in the most recent sustainability audit?	<u>Phase 3 of steam conversion project is scheduled to start after July 1st. Reduction in utilities.</u>
6. What was the annual usage for the following utilities in FY 2015 and 2016?	
Natural Gas	2015: <u>873,066 CCF</u> 2016: <u>836,326 CCF</u>
Water	2015: <u>67,448,611 gal</u> 2016: <u>48,563,000 gals</u>
Electricity	2015: <u>4,445,001 kWh</u> 2016: <u>4,199,226 kWh</u>
7. What were the annual costs for the following utilities in FY 2015 and 2016?	
Natural Gas	2015: <u>416,453.19</u> 2016: <u>302,266.35</u>
Water	2015: <u>252,109.20</u> 2016: <u>182,845.44</u>
Electricity	2015: <u>347,317.31</u> 2016: <u>317,251.91</u>
8. Are institution staff made aware of the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If so, how? <u>Email and memo notifications encouraging to recycle or join the committee</u>	
9. Are inmates made aware of and trained regarding the institution's waste reduction and energy conservation goals? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If so, how? <u>We do not have a training program as right now at DCI. Offenders are encouraged to recycle aluminum cans and plastic bottles. Utilize recycling containers placed in housing units.</u>	

## ENVIRONMENTAL SUSTAINABILITY CHECKLIST

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

Facility: DCIDate: 6/29/17

Waste Reduction
10. What were the noticeable trends in waste disposal for the previous 12 months? <i>The majority of our waste is food.</i>
11. What waste diversion tactics were developed as a result of the audit?
12. How is food waste diverted? Does the institution have a composting operation? <i>No composting at this time</i>
13. Were local agencies, such as the health department, were used to assist in the audit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If so, which agency was used?
Recycling
14. What is the most recycled item at the institution? Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Card board <input checked="" type="checkbox"/> Metal/Aluminum cans <input type="checkbox"/>
15. How much money did the institution earn through its recycling program? <i>FY15 \$ 8,359.00 FY16 \$ 719.46 FY17 \$ 5,844</i>
16. Did the institution have access to 50% of the earnings? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If so, what was the money used for?
17. Does your facility have a material compactor? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If not, what institution is the closest in proximity to recycle your items?
18. How do you dispose of recycled materials? <i>Bailed card board goes to Carastar Moraine Recycling Plant. Franklin iron &amp; metal picks up scrap metal. Carastar collects aluminum cans too.</i>
19. 2016 graduates and participants from the Roots of Success program? (example: 25 graduates/ 30 participants= 83.3 graduation percentage)  Number of inmates currently enrolled in the Roots of Success?  The number of inmate re-claimers and their monthly wage?

## ENVIRONMENTAL SUSTAINABILITY CHECKLIST

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

Facility: DCIDate: 6/27/17

<b>20. FY 2015 BUDGET OVERVIEW REPORT:</b> <u>Allocated Budget:</u> \$23,572,079.15 <u>Expenses:</u> \$23,500,991.49	
<b>FY 2016 BUDGET OVERVIEW REPORT:</b> <u>Allocated Budget:</u> \$25,819,365.23 <u>Expenses:</u> \$25,769,658.51 <u>Encumbrance(s):</u> open = 0 <u>Left Over Balance:</u> 0 <u>Top 3 expenses:</u> 1. Electric \$317,252.00 2. Natural Gas \$302,266.00 3. Water \$189,845.00	
<b>FY 2017 BUDGET OVERVIEW REPORT:</b> <u>Allocated Budget:</u> \$25,214,696.77	
<b>21. FY 2016 Total Staff Overtime Costs:</b> FY 2016 Correctional Officer Overtime Costs:  FY 2015 Total Staff Overtime Costs: FY 2015 Correctional Officer Overtime Costs:	
<b>22. Most recent fiscal audit</b> November 1, 2016 Number of Concerns : 6	
<b>23. FY 2016 Capital Improvement requests:</b> Boiler Upgrade Phase II Air Handler Units Fire Alarm Upgrade	
<b>24. FY 2016 Cost Savings:</b> Fire Alarm upgrade reduced overtime paid for (fire watch procedures)	
<b>25. The number of inmate re-claimers and their monthly wage?</b> 3 re-claimers \$20.00 monthly	

Copies of Most Recent Fiscal Audit  
 FY 2015, 16, +17 Budget Overview  
 C-1's<sup>3</sup> Capital Improvement Requests  
 C-1's<sup>3</sup> Capital Improvement Requests

## ENVIRONMENTAL SUSTAINABILITY CHECKLIST

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

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

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

<p><b>20. FY 2015 BUDGET OVERVIEW REPORT:</b>  <u>Allocated Budget:</u> \$23,572,079.15      <u>Expenses:</u> \$23,500,991.49</p> <p><b>FY 2016 BUDGET OVERVIEW REPORT:</b>  <u>Allocated Budget:</u> \$25,819,365.23      <u>Expenses:</u> \$25,769,658.51  <u>Encumbrance(s):</u> open = 0      <u>Left Over Balance:</u> 0  <u>Top 3 expenses:</u>  1. Electric \$317,252.00  2. Natural Gas \$302,266.00  3. Water \$187,845.00</p> <p><b>FY 2017 BUDGET OVERVIEW REPORT:</b>  <u>Allocated Budget:</u> _____</p>	
<p><b>21. FY 2016 Total Staff Overtime Costs:</b>  FY 2016 Correctional Officer Overtime Costs: \$1,374,440.37</p> <p><b>FY 2015 Total Staff Overtime Costs:</b>  FY 2015 Correctional Officer Overtime Costs: \$1,354,850.36</p>	
<p><b>22. Most recent fiscal audit</b>  Number of Concerns: _____</p>	
<p><b>23. FY 2016 Capital Improvement requests:</b></p>	
<p><b>24. FY 2016 Cost Savings:</b></p>	
<p><b>25. The number of inmate re-claimers and their monthly wage?</b></p>	

Copies of Most Recent Fiscal Audit  
FY 2015, 16, +17 Budget Overview  
C-1<sup>3</sup> Capital Improvement Requests  
C-1<sup>3</sup> Capital Improvement Requests

## E. ENDNOTES

- <sup>i</sup> Ohio Department of Rehabilitation and Correction, Dayton Correctional Institution website. Accessed at <http://www.drc.ohio.gov/dci>.
- <sup>ii</sup> Dayton Correctional Institution Fiscal Year 2017 Budget Status Reports. Provided June 27-28, 2017.
- <sup>iii</sup> Commission on Accreditation for Corrections. Standards Compliance Accreditation Audit. June 8-10, 2015. P. 2.
- <sup>iv</sup> Ohio Department of Rehabilitation and Correction, "Institution Counts: DCI," provided on June 27, 2017.
- <sup>v</sup> Ibid.
- <sup>vi</sup> Ohio Department of Rehabilitation and Correction. Accessed at <http://www.drc.ohio.gov/Portals/0/Reentry/Reports/Staffing/2017/June%202017%20Staffing.pdf?ver=2017-06-02-095008-963>
- <sup>vii</sup> Commission on Accreditation for Corrections. p.17.
- <sup>viii</sup> Bureau of Internal Audits and Standards Compliance, Full Internal Management Audit for Dayton Correctional Institution, February 28 – March 1, 2017.
- <sup>ix</sup> Ibid.
- <sup>x</sup> Significant Incident Summary reports provided by the Dayton Correctional Institution for the following period: January 2016 – December 2016.
- <sup>xi</sup> Significant Incident Summary reports provided by the Dayton Correctional Institution for the following period: January 2015 – December 2015.
- <sup>xii</sup> Significant Incident Summary reports provided by the Dayton Correctional Institution for the following period: January 2016 – December 2016.
- <sup>xiii</sup> Significant Incident Summary reports provided by the Dayton Correctional Institution for the following period: January 2015 – December 2015.
- <sup>xiv</sup> Serious Misconduct in DRC Prisons, 2017 Annual Report, Ohio Department of Rehabilitation and Correction, received August 1, 2017.
- <sup>xv</sup> Ibid.
- <sup>xvi</sup> Ibid.
- <sup>xvii</sup> Ibid.
- <sup>xviii</sup> Significant Incident Summary reports provided by the Dayton Correctional Institution for the following period: January 2016 – December 2016.
- <sup>xix</sup> Information provided by the Dayton Correctional Institution during inspection.
- <sup>xx</sup> Information provided by the Department of Rehabilitation and Correction, February 21, 2017.
- <sup>xxi</sup> Ibid.
- <sup>xxii</sup> Ibid.
- <sup>xxiii</sup> Dayton Correctional Institution, staff interviews and survey results, June 27-28, 2017.
- <sup>xxiv</sup> Ibid.
- <sup>xxv</sup> Serious Misconduct in DRC Prisons, 2017 Annual Report, Ohio Department of Rehabilitation and Correction, received August 1, 2017.
- <sup>xxvi</sup> PREA Audit: Auditor's Summary Report Adult Prisons and Jails. Accessed at [http://www.drc.ohio.gov/Portals/0/PREA/DCI\\_PREA\\_June2015.pdf?ver=2016-08-15-140557-617](http://www.drc.ohio.gov/Portals/0/PREA/DCI_PREA_June2015.pdf?ver=2016-08-15-140557-617).
- <sup>xxvii</sup> Dayton Correctional Institution, inmate survey results, June 27, 2017.
- <sup>xxviii</sup> Ibid.
- <sup>xxix</sup> Ibid.
- <sup>xxx</sup> Ibid.
- <sup>xxxi</sup> Ibid.
- <sup>xxxii</sup> Ibid.
- <sup>xxxiii</sup> Ibid.
- <sup>xxxiv</sup> Dayton Correctional Institution Correctional Employee Sign-in log, May 2017. Reviewed on June 27-28, 2017.
- <sup>xxxv</sup> State of Ohio Standard Inspection Report, Dayton Correctional Institution. Conducted on March 15, 2017.
- <sup>xxxvi</sup> Dayton Correctional Institution Inspection Overview by the DRC Food Service Contract Monitor, conducted on March 10, 2017.



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- xxxvii Ibid.
- xxxviii Dayton Correctional Institution, TPU Bed Roster, June 26, 2017.
- xxxix Correctional Institution Inspection Committee Report on Dayton Correctional Institution, February 2015.
- xl Dayton Correctional Institution, LPH Roster, June 26, 2017.
- xli Ibid.
- xlii Dayton Correctional Institution, Alternative Meal Service request, February 10, 2017.
- xliii Dayton Correctional Institution, staff communications, June 27-28, 2017.
- xliv Ibid.
- xlv Dayton Correctional Institution, TPU Bed Roster, June 26, 2017.
- xlvi Correctional Institution Inspection Committee Report on Dayton Correctional Institution, February 2015.
- xlvii Dayton Correctional Institution, LPH Roster, June 26, 2017.
- xlviii Dayton Correctional Institution Fiscal Year 2016, 2017, and 2018 Budget Status Reports. Provided June 27-28, 2017.
- xlix Ibid.
- <sup>1</sup> Department of Rehabilitation and Correction Office of Acquisition and Contract Compliance Fiscal Audits Section, Dayton Correctional Institution Report of Audit, All funds: January 1, 2014 through March 31, 2014. Audit conducted April 25, 2016 through August 31, 2016. Report Finalized on November 29, 2016.
- li Ibid.
- lii Dayton Correctional Institution, staff communication, June 27-28, 2017.
- liii Dayton Correctional Institution Property Reimbursements CY 2015 and CY 2016, provided by staff, July 10, 2017.
- liv Ibid.
- lv Dayton Correctional Institution Correctional Institution, staff communication, June 27-28, 2017.
- lvi Ibid.
- lvii Dayton Correctional Institution Correctional Institution, staff communication, June 27-28, 2017.
- lviii DRC Monthly Fact Sheet, May 2017, retrieved from: <http://www.drc.ohio.gov/Portals/0/Reentry/Reports/Staffing/2017/June%202017%20Staffing.pdf?ver=2017-06-02-095008-963>
- lix Dayton Correctional Institution Correctional Institution, staff interviews conducted June 28, 2017.
- lx Dayton Correctional Institution Correctional Institution, staff survey results, June 27-28, 2017.
- lxi Ibid.
- lxii Cultural Assessment, Dayton Correctional Institution, march 24-27, 2015. Provided by Dayton Correctional staff on June 27, 2017.
- lxiii CY 2016 DRC Performance Evaluations, Dayton Correctional Institution Correctional Institution, provided by staff on June 27, 2017.
- lxiv Ibid.
- lxv Dayton Correctional Institution Correctional Institution, FY 2017 Training Data provided on June 27, 2017.
- lxvi Dayton Correctional Institution Correctional Institution, staff communication, June 27, 2017.
- lxvii Dayton Correctional Institution Correctional Institution Vacancy information provided by staff, provided June 27, 2017.
- lxviii Dayton Correctional Institution, staff communication, June 27-28, 2017.
- lxix Dayton Correctional Institution Correctional Institution human resources data provided by staff, provided June 27-28, 2017.