

CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT
ON THE INSPECTION AND EVALUATION OF
LAKE ERIE CORRECTIONAL INSTITUTION

Prepared and Submitted by CIIC Staff

August 27, 2009

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**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT
ON THE INSPECTION AND EVALUATION OF
LAKE ERIE CORRECTIONAL INSTITUTION**

INSPECTION PROFILE

Date of Inspection: July 30, 2009
Type of Inspection: Unannounced

CIIC Member and Staff Present: Representative Tyrone Yates
Shirley Pope, Executive Director
Toni Del Matto, Inspector
Darin Furderer, Inspector

Facility Staff Present: Rich Gansheimer, Warden
Paul Compton, Deputy Warden
Becky Joyce, Deputy Warden
Jeff Fisher, Inspector
Ralph Flores, Major

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

Areas/Activities Included in the Inspection:

Entrance/Processing	Building and Maintenance
Orientation Housing Unit	Ohio Penal Industries
General Population Housing Unit	Library/Law Library
Segregation	Inmate Dining Hall
Segregation Control Center	Kitchen/Food Storage
Medical/Infirmary	Indoor Recreation Building
Lighthouse Learning Center	Outdoor Recreation
Computer Aided Drafting	Meeting with representative group of staff
Initial Meeting with Administration	Closing Meeting with Administration

INTRODUCTION TO QUESTIONNAIRES

Two questionnaires were developed by CIIC for use on 2009-2010 inspections. One of the questionnaires is based on the 16 recommendations of the *Ohio Correctional Faith-Based Initiatives Task Force*. The purpose of the questionnaire is merely to gather information on the extent to which progress is being made in implementing the recommendations. Brief, handwritten responses to the questions by any staff person knowledgeable of the subject, were requested. *The questions and responses are provided at the end of this report.*

One of the questionnaires is based on selected sections of Expectations, which contain inspection criteria used by the British Inspectorate. These Expectations were the subject of one of the presentations at an international conference on effective prison oversight in 2006. They are reported to be consistent with international standards. The purpose of gathering information on the extent to which Ohio correctional institutions are similar or different from selected sections of Expectations is twofold: *To identify possible areas in need of improvement, and to identify possible means of addressing reported areas of concern.*

To avoid burdening any one staff person at the facility with the task of responding to the entire questionnaire, sections and subsections identified by topics were separated and stapled, ranging from one to three pages each. The Warden could choose to give each section or subsection to a different staff person who is knowledgeable in the particular area. Very brief responses, such as “yes,” “no” and/or explanations, indicating the extent to which the facility’s practices are similar or different from Expectations, were requested. Completed questionnaires were requested to be returned to the CIIC office within ten days of the inspection. *The questions and responses on particular topics are inserted in relevant sections of this report.*

According to Expectations, it is a tool for examining every aspect of prison life, from reception to reentry. The expectations draw upon, and are referenced against, international human rights standards. The Inspectorate’s four tests are:

- **Safety**
- **Respect**
- **Purposeful activity**
- **Reentry**

These are increasingly accepted internationally as the *cornerstones of a “healthy” custodial environment*, providing consistent criteria in a system that is increasingly under pressure and subject to conflicting demands. Expectations has been used as the basis for an independent and evidence-based assessment of conditions in prisons. Its content and approach have proven to be helpful to those who are monitoring and examining prisons in other jurisdictions. Expectations consists of eight sections and subsections. Sections included in the questionnaire are provided below:

Environment and Relationships

- Residential Units
 - Clothing and Possessions
 - Hygiene
- Staff – Prisoner Relationships

Duty of Care

- Complaint/Grievance Procedure
- Bullying and Violence Reduction
- Self-Harm and Suicide

Activities

- Learning and Skills and Work Activities
- Library

Good Order

- Security and Rules
- Rules

Services

- Food Services

INSPECTION SUMMARY

On August 5, 2009, the CIIC Director provided the following summary of the inspection to the DRC Assistant Director, North Regional Director and Warden:

Staff

- *The entry and exit staff were most pleasant. Throughout the institution, staff were generally courteous and receptive. Many staff members relayed that they enjoyed their work at the facility.*

Sanitation

- *CIIC were very pleased with the overall cleanliness of the institution. The front entry building was extremely impressive, but the whole institution reflected the same high standard of excellent sanitation.*

Racial Issues

- *The racial breakdown of staff reportedly reflects that of the community in which the facility is located. While security staff estimated that personnel are about 95 percent white, the inmate breakdown consists of 57.9 percent black, and 40.3 percent white, with a lesser number of Hispanics and others.*
- *Staff expressed their opinion that there are no racial tensions or issues in spite of the predominance of white staff and black inmates. In fact, we were assured that staff would definitely and immediately report to the Warden any staff person who demonstrated racial words or action. They added that the Warden will not tolerate racism.*
- *From the inmates' perspective, many black inmates communicated concerns and sensitivity about perceived racial bias on the part of staff toward inmates. It is suggested that, just as the Southern Ohio Correctional facility made a concerted effort to recruit and retain more minority staff in spite of its location in a predominantly white community, Lake Erie Correctional Institution could achieve measurable improvement with an on-going commitment to do so.*

Warden

- *It was clear from the staff throughout the institution and those in the group session, that they appreciate the Warden's positive leadership in institution operations.*
- *The Warden was known by the inmates who felt comfortable approaching the Warden, and he was attentive to the communication. While he referred inmates to appropriate staff depending on the problem, he did not hesitate to advise inmates to follow up with him to check on particular situations.*

Grievance Procedure

- *Although it was reported that the institution has an excellent timely response rate for informal complaints, inmates totally disagreed. The alleged non-response to informal complaints was commonly expressed by inmates throughout the institution.*
- *Inmates also repeatedly alleged that they could not get grievance forms from the Inspector.*
- *Inmates seemed to have little knowledge of how to use the grievance procedure, including, what to do if they receive no response from the informal complaint, what to do if they cannot get a grievance form from the Inspector, and how to file a grievance to the Chief Inspector if they are denied a form.*
- *There was virtually no confidence in the grievance procedure expressed by the inmates.*
- *A positive comment was relayed about the Inspector by an inmate in segregation, who stated that the Inspector is helping him with a chronic problem with an officer. The inmate relayed that he had not had a conduct report in three years, but this time he "stood up to an officer," and had no*

regrets. The Inspector also positively responded to an inmate's concern in the library by pointing out details in the policy relevant to a pending grievance.

- Although inmates approached the Warden frequently throughout the inspection, this was not observed regarding the Inspector.

Security Staff Member

- A large number of inmates relayed concerns to the CIIC Chairman and staff about a specific security staff person. Allegations included harassment, abusive language, and retaliation against those who voice their concerns. In addition, the staff member reportedly isolates inmates in areas where there are no witnesses to report his actions. Although the administration relayed that the staff person merely enforces the rules, the multitude and intensity of the reported concerns was clearly the burning issue on the compound.

Segregation

- Inmates in the segregation unit appeared relaxed, content and relayed no concerns about their confinement.
- The unit had adequate lighting, and was well organized.
- Staff relayed that they work with the inmates that are refusing to lock in population, by listening to the inmate, and using administrative remedies as appropriate to address any valid personal safety concerns.
- Staff relayed that the majority of local control inmates are released after 30 days in segregation, as an incentive for good behavior in the unit.
- Those who act up in segregation are not rewarded for the misconduct by a swift transfer. That is, disciplinary transfers for inmates that act up in the unit are delayed to eliminate any incentive to act up to get a quicker transfer.

Medical Services

- The Physician's attitude toward inmates is extremely positive. He certainly indicated that inmates are "great" patients, and so far have been very respectful. It was noted that many of the inmates are interested in their health, and are generally easier to care for than patients in the community. Although his office was filled with medical records which were referred to him to review that day, he showed no concern for the workload, merely a serious focus on the work at hand. Having a doctor with such a positive attitude towards his patients was viewed as a definite asset for the institution.
- The Doctor and other staff relayed that they have an excellent relationship with the local hospital, which can be used for more than emergency treatment, reducing the time and cost of frequent transport to Columbus. The Physician, who is also a mental health professional, relayed that he has privileges at the hospital and follows admissions. He also relayed that the hospital is building a special area just for the inmates.
- Inmates expressed frustration with medical services, including reported delays in seeing medical staff, and disagreement with the decisions on treatment. Security staff relayed that there have been significant improvements in medical services, which ultimately benefited all staff who otherwise were receiving many inmate complaints on the subject. One of the changes consisted of ceasing outside contractual medical services, and instead using internal MTC resources. Medical staff shared a belief that some inmates have no concept of the real world experience of the general public in accessing and paying for medical care.

Evergreen Program

- The OPI computer recycling area is also used for the recyclable items that are collected throughout the institution. It was reported that in an effort to "go green," the Evergreen Program

was started. Paper, plastic, and metal receptacles are placed in the housing areas for inmates and staff to recycle. Inmate workers then collect the recyclables and sort them to be picked up by an outside company. Not only does the recycling program reduce waste and cost associated with such, it allows more inmates to have jobs and is great for the environment. It was reported that the program this year has saved the institution \$150,000. This program is considered by the CIIC team to be one of the highlights among the observed programs.

Building and Maintenance: Community Service - Wood Shop

- The wood shop area was inspected, which is used for community services projects, and the building maintenance program. Sheds, playhouses, model houses, a grandfather style clock, and many other wood pieces were observed and all appeared of high quality. The workshop area was well maintained and inmates seemed to truly enjoy their time in the area.

Computer Aided Drafting

- Inmates were observed in the Computer Aided Drafting class. They were actively engaged in the learning process. The CAD program was a favorite of the observed programs. Staff relayed that inmate graduates of the program are used as tutors. During the inspection, two tutors were helping other inmates. The 720 hour program of instruction is designed for inmates to work at that their own pace, which leads to certification. In addition, graduates of the program have the opportunity to take a college level program. The inmates expressed pride in being in the program, and what appeared to be genuine interest in and enjoyment from participation.

Food Service - Chow Hall

- An appetizing aroma was noted by all from the lunch being served, which included roasted chicken, mashed sweet potatoes, green beans, corn, pears, two slices of white bread, two peanut butter cookies, and a juice drink. The portions sizes were adequate, and the meal was one of the best in the state.
- Inmates seemed very relaxed in the chow hall, though racial bunching was observed on the two sides of the dining room. According to staff, inmates are called to chow by housing area and may choose the food line and seating. There was some racial mixing on both sides of the dining room, but no racial bunching was observed on the yard or anywhere else on the compound. Although one inmate alleged that the chow hall and honor dorm are racially segregated, staff relayed assurance that any inmate may eat on either side. It was also relayed that previous efforts to force integration in seating created unwanted and unnecessary tension.
- As an added incentive for food service workers, they may receive two trays of food at meals. Numerous inmates were taking advantage of the privilege during lunch. Staff relayed that new arrivals begin with a job assignment in food services. In light of the excellent condition of the food service area, it is likely that the unique, meaningful incentive makes a difference in the quality of the inmates' work performance.
- The kitchen area was inspected during the meal period and was found to be extremely clean. Inmates and institution staff were all busy, well organized, and task oriented. Food service was cited by other staff members as being an area that has succeeded in making major improvements. It clearly deserved to be one of their areas of pride.

Library

- The library included a special area where all Administrative Rules and policies were in their separate file folder, and were easily accessible to any inmate on request to read and return in the library. Three cardboard boxes were used with the lid flaps removed. Two boxes contain DRC policies and one contains Administrative Rules. The simple system is considered far better than the use of large binders where pages get worn and loose. The unique set-up ensures that any staff

person or library inmate worker could use the system at a glance. It also provides inmates with easy access to read a requested policy or AR in the library.

- *The law library had an excellent amount of material for inmates to complete their legal work. A library aide showed CIIC staff template motions and other legal documents he created for other inmates to use.*

Recreation

- *Both indoor and outdoor recreation areas offered a variety of activities for the inmates. In the indoor recreation area, inmate teams were observed playing an organized basketball game, complete with a referee and scoreboard. Other inmates were engaged in the workout area, with an assortment of equipment that appeared to be well maintained and popular with the inmates. The yard included pull up and dip bars, as well as a sand volleyball court, bocce ball, horseshoes, a handball court, a paved track area, and a softball diamond. A large group of inmates were taking part in a softball game during the time of the inspection.*

Combating Idleness

- *Although staff are constantly challenged to prevent idleness, the facility staff appear to have set a priority to maximize contact with inmates and to increase their involvement in some work, program or activity.*

STATUTORY REQUIREMENTS

I. Attendance at a General Meal Period

According to the Ohio Revised Code (ORC), CIIC must attend a general meal period during each Inspection. Per the statute, CIIC attended the lunch period and sampled the food. The meal consisted of roasted chicken, two pieces of sliced bread, green beans, corn, mashed sweet potatoes, diced pears, two peanut butter cookies, and a cup of juice. The inmates are also issued a paper napkin and a reusable plastic “spork” (spoon/fork) with their tray. The overall meal was appetizing, tasteful, and the portions were good. Further information about food services is provided later in this report.

Food Services/Kitchen

There are two separate seating areas in the dining hall. Inmates proceed down the middle of the right side and staff scan their ID badges to track their meals. Many inmates were segregating themselves by race with minimal exception. Staff relayed that they do not force integrated seating in the dining hall. That was reportedly tried in the past, and only caused tension. Staff monitor this, and it has been analyzed. Staff maintain that as long as any inmate may sit on either side where they want to sit, they are not concerned.

The inmate atmosphere was good. Inmates were talking to each other and they felt free to approach the CIIC with questions or comments. The bulletin boards by the dining hall entrance were blank, but they appear to be a good place to display important information or allow inmates to hang artwork/decorations.

Staff stated that inmate food service workers and those on high calorie diets get two meals, which appeared to attribute to the positive attitude of inmate workers and excellent condition of

the food service area. Some inmates commented that the food was the only good part about the institution. Some commented that the portions are usually small and attributed the “abnormally large” portions to CIIC’s presence. Staff relayed that food services was previously under contract with an outside company. Current food services operations were noted by staff as one of the major improvements from the past.

The kitchen area was extremely clean and orderly without exception. No major issues existed with appliances or any other equipment.

Servers on the chow line wore gloves, hats and aprons. Cardboard was placed on the floor to prevent slipping until the spills could be mopped up. All entering the food preparation area were required to wear hairnets. Staff indicated that inmate workers start working on the line, and then rotate depending on their abilities. The inmate “Chief Cook” was introduced by facility staff. He relayed that he came to Lake Erie CI from Mansfield CI nine years ago. Although the facility is far from family, he stated that, “It’s more important to get yourself together.”

Staff relayed that they previously removed salt and pepper from food services and made it available for purchase from the commissary, but an inmate grievance appeal disposition required them to provide small salt and pepper packets during meal periods. Salt and pepper are also available in the commissary and inmates may bring their own spices, condiments, seasonings, etc. to meal periods. It was further relayed that inmates who request kosher meals must inform staff whether or not they will be attending the meal, to ensure that they have an accurate count.

***FOOD SERVICES: EXPECTATIONS QUESTIONS AND RESPONSES FROM
LAKE ERIE CORRECTIONAL INSTITUTION***

Food Services

1. Are prisoners offered varied meals to meet their individual requirements? **Yes**
2. Is food prepared and served according to religious, cultural and prevailing food safety and hygiene regulations? **Yes**
3. Do all areas where food is stored, prepared and served, conform to the relevant food safety and hygiene regulations? **Yes**
4. Are religious, cultural or other special dietary requirements relating to food procurement, storage, preparation, distribution and serving, fully observed and communicated to prisoners? **Yes**
 - a. Are Halal certificates displayed where prisoners can see them? **No**
 - b. Are appropriate serving utensils used to avoid cross-contamination? **Yes**

- c. Do kitchen staff make special arrangements for different types of food, and special dietary requirements for e.g.

Pregnant inmates? **N/A**
 Specific religions? **Yes**
 Prisoners with disabilities? **Yes**

- d. Do prisoners who are on special diets have confidence in the preparation and content of the meals? **Yes**
5. Are all areas where food is stored, prepared and served properly equipped and well managed? **Yes**
6. Are prisoners and staff who work with food, health screened and trained, wear proper clothing, and prisoners are able to gain relevant qualifications? **Yes**
7. Do medical clearance forms exist on food service workers, and are training courses offered? **Yes**
8. Are prisoners' meals healthy, varied and balanced and always include one substantial meal each day? **Yes**
- a. Are prisoners encouraged to eat healthily and are they able to eat five portions of fruit or vegetables a day? **Yes**
- b. Do prisoners on transfer miss out on their main meal? **Yes, unless return to institution same day.**
9. Do prisoners have a choice of meals including an option for vegetarian, religious, cultural and medical diets? **Yes**
- a. Are all menu choices provided to the same standard? **Yes**
- b. Are options for religious or cultural groups open to all, and not just those who practice their religion officially? **Yes**
10. Are prisoners consulted about the menu, and can they make comments about the food? **Yes**
- a. If logs of comments are kept, how frequently are they consulted? **Quarterly surveys**
- b. Is there a food comments book? **No**
11. Is the breakfast meal prepared on the morning it is eaten? **Yes**
12. Is lunch served between noon and 1:30 pm and dinner between 5 pm and 6:30 pm? **Yes**

13. Do prisoners have access to drinking water (including at night time), and the means of making a hot drink after evening lock-up? **Yes**

14. Are prisoners able to eat together (except in exceptional circumstances)? **Yes**

15. Does staff supervise the serving of food in order to prevent tampering with food and other forms of bullying? **Yes**

16. Where prisoners are required to eat their meals in their cells, are they able to sit at a table?
N/A

17. Do pregnant prisoners and nursing mothers receive appropriate extra food? **N/A**

STATUTORY REQUIREMENTS

II. Attendance at an Educational or Rehabilitative Program

CIIC must also attend an educational or rehabilitative Program. In accordance with the statute, the inspection included observation of the Computer Aided Drafting (CAD) program as well as the Building and Maintenance (BAM) program.

Lighthouse Learning Center

The school building, referred to as the Lighthouse Learning Center, offers various courses and vocational programs for inmates at LaECI. A few of the courses include Adult Basic Education (ABE), GED, and Literacy. Five vocational programs are reportedly contracted with the Ashtabula Vocational School. The following table is a report regarding Lake Erie CI's school system for June 2009.

**Table 1. LaECI Ohio Central School System Monthly Enrollment Report
June 2009**

Program	For Month	< 22	Year To Date	Waiting List	# of Certificates		% Attained Goals			
					Month	YTD	QTR	YTD		
GED	76	10	231	110	13	67	73%	74%		
Pre-GED	59	13	206	58	17	85	92%	97%		
ABLE	46	6	137	96	14	61	71%	86%		
Literacy	21	3	73	26	4	35	96%	98%		
GED Evening										
HS/HS Options										
Academic Total	202	32	647	290	48	248				
Career-Tech (by program)										
Career-Tech (by program)	For Month	< 22	YTD	Waiting List	# of Certificates		% Attained Goals			
					Month	YTD	QTR	YTD		
Multi-Media	30	2	48	15	15	31				
Computer Aided Drafting	31	4	68	25	4	25				
Building and Maintenance	27	1	50	68	3	22				
Electronics	30	1	51	19	5	19				
AOT	29	2	45	14	5	17				
Career-Tech Total	147	10	262	141	32	114				
Special Education										
Special Education	6	6	13				-	-		
ESL (English as Second)	4	1	10	0	2	4	-	-		
Advanced Job Training										
	For Month	< 22	YTD	Waiting List	Program Cert.		1-Year Cert.		2-Year Cert.	
					Term	YTD	Term	YTD	Term	YTD
Advanced Job Training	120	4	219				13			
Tutoring										
	For Month	< 22	YTD	Waiting List	# of Certificates		% Attained Goals			
					Month	YTD	QTR	YTD		
Total GEDs	22	-	161	-	-	-	-	-		
Total GEDs	13	-	72	-	-	-	-	-		
Literacy Tutors	22	-	45	-	-	-	-	-		
Other Tutors	10	-	37	-	-	-	-	-		
Tutors Trained	16	-	75	-	-	-	-	-		
Tutor Hours	1,366	-	15,708	-	-	-	-	-		
Children served in Reading Room	80	-	966	-	-	-	-	-		
Narrator Hours	46	-	719	-	-	-	-	-		

Computer Aided Drafting (CAD)

One of the programs attended during the inspection, is known as Computer Aided Drafting (CAD), and focuses on architectural and mechanical drafting. The inmates design various developments, such as houses, sheds, skate parks, etc. by first working on simple floor plans and pole beams. The one year program is broken up into four 12- week sessions. The instructor relayed that there are typically two classes (morning and evening) of 14 inmates each. It was relayed that the requirements to complete the program are 720 hours of instruction, which allows students to work at their own pace.

The instructor explained that graduates of the program can serve as tutors with the title of “career tech aide.” During the inspection, an inmate tutor was observed assisting another inmate and providing constructive feedback. The instructor mentioned that inmates who complete the class are given career passports and they can take advanced classes from the Ashtabula branch of Kent State.

The classroom displayed the inmates’ work on the walls and the inmates were actively engaged and genuinely interested in the subject matter. One inmate relayed that he has learned a lot and plans to use his skills upon his release. The equipment appeared to be in good condition and fairly new, but staff noted that they are getting new computers next month. Due to the trend in technology, computers can quickly become outdated. It is assumed that the current machines have outlived their capacity to adequately perform necessary functions.

Information was provided on the CAD program, including the following:

This is a one year program and covers two drafting areas. In Mechanical Drafting, students start by drawing simple two dimensional drawings with paper and pencil. Students then start using the computer.

The first program is AutoCAD to learn the basics of CAD. Then the students start using the Inventor and from there they move onto three dimensional solid modeling. In Architectural Drafting, students start by drawing pole beams, sheds, and simple houses using paper and pencil and then start using the computer. The first program they use is AutoCAD.

Then the students can move onto three dimensional house design using Revit. Over the course of the program there are several opportunities for the students to participate in community service projects.

The class has drawn houses for Habitat for Humanity, designed skate parks, benches, trash containers, picnic tables, and signs for local communities. It helps the students feel better about themselves by giving to the community.

The graduating students will be well qualified and prepared for almost any job that deals with the field of Computer Aided Drafting.

Building and Maintenance (BAM)

The entrance area of the shop and the Building and Maintenance (BAM) program contained a metal detector and a crash gate. This program focuses on community service carpentry type work projects such as houses, model houses, sheds, playhouses, doghouses, and other wood workings (grandfather clock, checker/chess board, wishing well). Inmates may also learn electrical and plumbing skills. Staff reported that outside groups provides the supplies and the institution provides the inmate labor. Staff also explained that they have approximately 28-30 inmates active in the program.

Inmates work on houses for Habitat for Humanity, which are built in the shop and then taken apart to go out of the institution to be set up in the community. Staff relayed that if they build something larger than the door to get the item out, they will build it in sections and assemble later. They noted that sometimes the CAD program designs the house from scratch and the BAM program constructs the house or project. Staff also stated that they have made toys during the Christmas season as well as other items and recently donated a playhouse for three little girls in the area.

One inmate, who was working on a small model house, stated that he had a previous interest in this type of work, but has learned more since his participation in the program. It was also relayed that inmates are permitted to send houses home with their family if previous arrangements for pick up are made. The inmate also expressed an interest in further pursuing construction work after his release. The following is a description of the program:

This course is designed to provide the student with the knowledge and skill necessary to perform the task associated with Building and Maintenance.

The program includes bookwork along with intensive in-depth hands on Carpentry, Electrical, Masonry, and Plumbing.

You will learn to use power tools properly and safely. The class also emphasizes the procedures used in laying foundations and roofing.

The graduating students will be given a certificate of completion from the Ashtabula County Joint Vocational School. Signed by the BAM (Building and Maintenance) instructor...and the Vocational School's Superintendent...

The graduating students will be well qualified and prepared for almost any job that deals with the field of Building and Maintenance.

Tow Certification

Staff mentioned that they started a Tow Certification to offer more opportunities for real work experience as their goal is to get inmates employable upon their release. The Tow Certification allows inmates to obtain their certification in towing. Staff stated that there was such a great

interest that hundreds of inmates applied and they had to implement criteria to limit the pool because they only had enough spots for 20 inmates.

Ohio Penal Industries (OPI) – Computer Recycling Warehouse

Lake Erie CI's Ohio Penal Industries is a computer recycling warehouse, which recycles computer scraps and hardware from offices, schools, and universities. The program recycles the entire computer and helps keep them out of landfills. On the day of the inspection they had several stacks of wooden skids with computers, which reportedly was a shipment they recently received from a company in Cleveland.

They relayed that their computer recycling industry has been down recently because of the low economic value of the material and decreased demand. Reportedly, the biggest problem is the transportation expense, especially when the value of the material is down, because it results in the transportation costing more than what the material is worth.

Staff reported that they used to have approximately 60 inmates working in the OPI warehouse, but now only have 34. The OPI inmates make anywhere from 21 to 47 cents per hour. They work their operations similar to an outside company equipped with designated line foremen. It was also reported that Trumbull Correctional Institution also has a computer recycling OPI warehouse.

They also use the OPI area as part of their newly implemented evergreen project in an effort to become the greenest institution. As part of the evergreen project, they have set up recycling bins throughout the housing units and the rest of the institution. From there, they take the material to the OPI shop, sort the recyclables, and re-bale them. Staff relayed that it is cheaper to recycle and estimated a savings of \$150,000 this year as a result of the evergreen project. They also relayed that it creates more jobs for inmates, as they need sorters to separate the material. Moreover, they commented that the second round of the project will allow the community to bring in their computers to recycle. The entire OPI and evergreen operation recycles materials including but not limited to paper, steel, copper, plastic, glass, electronics and aluminum.

Programming/Community Service

Staff mentioned that the institution focuses heavily on programs including reentry programs which help to combat idleness. "Success for Life" was cited as the company's philosophy on which programs are based. The basis on which they are evaluated internally was also cited as an aspect in which programming is maximized. "Contact hours" are documented which incorporates inmate participation in programming. However, they reportedly lack sufficient programming space, and must use the back of dayrooms in the housing units as well as the school during evening hours when it is not in use.

The institution also has a community service garden maintained by seven inmates, which has generated 150 pounds of fresh produce so far this year. Last year, they reportedly handed out over 1,100 pounds of fresh produce.

Minimum-security (level one A) inmates perform outside community service. However, the minimum and medium security inmates do not have separate housing. Rather, they are mixed together in the housing units.

The institution also has a Pound Puppy program, which focuses on teaching basic obedience to the dogs. Once the dogs are trained they are taken back to the agency to be assistance dogs. During the inspection, various inmates were observed tending to, playing with, or walking the dogs. It was mentioned that they had 12 dogs in the program as well as the only drug dog in Ohio's prison.

Financial Peace University/MoneySmart

The following is an overview of the Financial Peace University (FPU)/MoneySmart program at the Lake Erie CI. It is cited as a unique program on the institution's web site, and prompted a request for more information during the inspection. Discussion was held with staff of the program and written information was provided. Excerpts are provided below:

FPU and MoneySmart are financial programs developed to teach people to manage their personal finances. Financial Peace is a Christian-based personal finance program while MoneySmart is a FDIC government-developed program. Both programs cover basic financial topics while Financial Peace goes a little more in-depth. By combining these two programs, we cover basic financial topic and educate people with regard to their financial future. The most difficult part of this program is developing the lifelong commitment to making your financial future a priority, delaying immediate gratification, and accepting personal responsibility.

Table 2. Financial Peace University/MoneySmart Program by Class and Topic

Class	Topic*
1	FPU Orientation video, Distribute books/syllabus/cash slips, Wants/Needs, Bank on It and Check it Out
2	Pay Yourself First, Keep It Safe , and Super Savers
3	Money Matters , Cash Flow Planning
4	Borrowing Basics , Relating with Money
5	To Your Credit , Big Bargains
6	Charge It Right, Loan to Own
7	Dumping Debt
8	Understanding Investments
9	Insurance
10	Retirement and College Planning
11	Buyer Beware
12	Your Own Home , Real Estate and Mortgages
13	Last class, video make-up, and hand-out certificates

*Titles in **bold** print are the **FDIC MoneySmart lessons**. Those in regular print are Financial Peace lessons.

Based on the information provided, this class is a lecture/video format and meets one day per week for up to one hour and 40 minutes. Inmates are provided a course workbook and receive a certificate upon completion. The program is not mandatory and inmates will not receive earned credit for their participation. However, involvement in this program will be documented on the inmate's Re-entry Accountability Plan.

LEARNING SKILLS AND WORK ACTIVITIES: EXPECTATIONS QUESTIONS AND RESPONSES FROM LAKE ERIE CORRECTIONAL INSTITUTION

1. Are prisoners encouraged and enabled to learn, and do they have access to good library facilities?
(Education) All inmates have access to quality library services including the addition of computers for personal legal work and resume development. During orientation all inmates are given an overview of the educational opportunities available at LaECI which includes five, year long career technical programs, and academic development leading to GED testing, and three college programs.

2. Is sufficient purposeful activity available for the total prisoner population?
(Education) In addition to educational programming inmates can also enroll in a Financial Peace budgeting program, Commercial Drivers License development program, Responsibilities of a Man, Toastmasters, Next Chapter Book Club, Tutor training, and Red Cross Training. These combined will all of the other offerings from recreation, Religious Offerings, and Life Skills programs provide inmates with more than sufficient purposeful activity.

(Recreation) Yes, we offer a wide variety of activities for all age groups and abilities.

3. Are all prisoners assessed to provide a clear understanding and record of their learning and skills needs including literacy, math, and language support, employability and vocational training, and social and life skills?
(Education) All inmates are assessed at reception centers regarding academic ability and re-entry needs. The orientation in Education at LaECI reviews this data with each new inmate and provides the necessary counseling through a certified guidance and the school administrator to guide inmate's specific needs. All testing and counseling procedures are noted and maintained in the inmate education file. Additionally, a record of all accomplishments (certificates, etc.) is maintained in a portfolio that is given to each inmate upon release to aid him with future employment.

4. Is the learning and skills and work provision in the prison informed by and based on the diverse needs of prisoners and provides prisoners with both the opportunity of and access to activities that are likely to benefit them?

(Education) The programming in education at LaECI is aimed at the diversity of the inmate population as we offer basic construction for the building trades through computer skills such as drafting and computer repair including robotics. A Commercial Drivers License class prepares inmates to prepare to take this written test upon release for future employment. The college program offers classes from Hospitality Management to Business development.

- a. Does provision meet the needs of older, younger adult, and disabled?

There is no doubt that the offerings in programs meet the needs of the entire population.

5. Are there sufficient activity places to occupy the population purposefully during the core working day?

(Education) The education building is active and open six days and evenings for inmate use.

(Job Coordinator) All inmates are assigned to a job, unless they are in segregation. All areas post job openings in the housing units, and all inmates may apply for these openings by kiting the area. The reclassification process for job assignments is conducted once a week as policy mandates.

(Recreation) No, we currently have a gym and multi-purpose room to fulfill most of our activities. If we had more space available, it would allow us the opportunity to start new programs and projects.

- a. How many prisoners are locked up during the day? **(Blank)**
 b. How many are formally registered as unassigned? **(Blank)**
 c. What is the rated capacity compared with current population? **(Blank)**
 d. How easy is it for a prisoner to get a job? **(Blank)**

6. Are activities that fall outside the learning and skills provision purposeful and designed to enhance prisoners' self-esteem and their chances of successful reentry?

(Recreation) Yes, the Recreation Department promotes a Success for Life attitude with every program we operate.

7. Are facilities and resources for learning and skills and work appropriate, sufficient and suitable for purpose?

(Education) All school facilities, including the library, are more than adequate and are well maintained. All equipment is up to date including computers, which are up-dated every five years, and software. A more than adequate budget for school supplies and materials is available each year with considerable instructor input in the budget process.

(Job Coordinator) All inmates are trained according to policy, and all job positions are designed to approximate a work day in the community.

8. Are all prisoners able to access activity areas?

(Job Coordinator) Yes, all areas are handicap accessible.

- a. Is there access for older and disabled prisoners?

Yes, all areas are handicap accessible.

- b. Are there any inaccessible areas because of poor mobility and insufficient help to get to them?

No, if an inmate meets the ADA accommodation requirements per Policy 64-DCM-02, he is issued an inmate aide or other accommodation to sufficiently access all areas.

9. Is every prisoner who wishes to able to engage fully with all prison activities offered, and is no one excluded from participation, other than as a result of a disciplinary punishment?

(Recreation) Yes, we offer numerous activities. They are programmed for all ages and different levels of abilities. Our basketball and softball programs offer an A-League, B-League, and 35 and over. We also offer programs such as Baggo, Bowling, Horseshoes, Bocce, an Arts and Crafts program, plus numerous others.

- a. Is a full schedule of activities available to all prisoners? **(Blank)**

10. Is allocation to activity places equitable, transparent, and based on identified reentry planning needs? **(Blank)**

11. Can prisoners apply for job transfers and are they given written reasons for any decisions?

(Job Coordinator) Yes, Position openings are posted in all housing units, and inmates send kites to the department if they want to apply for the job position. They are then returned, the kites, with the department's decision and reason.

- a. Does case management link with the reentry planning process? **Yes**

- b. Do prisoners with identified learning needs work in low-skilled, production line work, rather than relevant classes?

Inmates must meet the minimum qualifications as listed in the determined job description. If a position does not have any minimum qualifications listed, all inmates are eligible.

- c. How are unit-based jobs (cleaners, painters, food service workers etc.) allocated, as these often bypass formal procedures?

All inmates complete 90 days in Food Service at their arrival to the institution. After 90 days is completed, the inmates may request to be assigned to a unit based position at any time.

- d. Is there any favoritism or line jumping?
No. Inmates apply to positions and are selected by the following criteria: Meet minimum qualifications per job description; inmate's disciplinary history; inmate's program compliance; inmate's previous work evaluations; and finally, the length of time they have been at the institution.
12. Do local pay schedules provide disincentives for prisoners to engage in education or training activities?
(Job Coordinator) No. Inmates assigned to Education or Programs receive the general labor pay, as the ODRC inmate job descriptions and AR 5120-3-08 mandate.
- a. Do unskilled jobs with no links to learning offer more pay than education and training activities?
The institution follows AR 5120-3-08 and the ODRC inmate job descriptions pay category to determine all levels of pay.
13. Do prisoners who do not work because they are exempt (Long-term sick, etc.) receive sufficient weekly pay?
(Job Coordinator) Yes. They are paid as mandated by AR 5120-3-08.
14. Do prisoners who are unemployed through no fault of their own or who are exempt from working unlocked during the day, provided with access to the library and other activities?
There are no exemptions from working. Accessible to all G.P. inmates.
15. Does the prison have an effective strategy to ensure that learners are able to regularly and punctually attend those activities that meet their needs and aspirations?
Yes. Regular scheduled classes...
- a. What systems are in place for managing punctuality and encouraging attendance at prison activities? ...
16. Are all prisoners given accurate information, advice and guidance about prison activities, which support their learning and sentence plans and link to their reintegration into the community?
(Re-entry) Yes. In fact we link them with community partners who support their reintegration.
17. Does the assessment and provision of individual learning and skills form an effective part of prisoners' reentry plans and are they used effectively to record and review overall progress and achievement?
(Re-entry) Yes. This is documented in DOTS Portal.
18. Do work placements provide purposeful and structured training for prisoners?
(Job Coordinator) Yes. Inmates are trained per all safety and work related policies, and the form DRC 1953, Inmate Training, is completed and maintained in every area for all inmates assigned.

(Re-entry) Yes. Each placement has orientation training upon initial assignment.

- a. Wherever possible, can vocational qualifications be obtained alongside their work?
(Re-entry) Yes

(Job Coordinator) Yes. The institution offers several vocational programs and a tow motor training program.

- b. In the absence of such qualifications, are developed skills recognized and recorded?
(Job Coordinator) Yes. Inmates receive job performance evaluations at the end of a 340 day probationary period, once a year to denote progress and anytime the staff member feels special acknowledgement should be addressed.

19. Are prisoners helped to continue on their courses when transferred or to progress to further education, training or employment on release?

(Education) Students attaining their GED while incarcerated are encouraged and invited to further their education by enrolling in the college program. Information regarding access to career technical programs is continually posted in inmate dormitory areas to encourage enrollment.

(Re-entry) Yes. Colleges are brought in to educate prisoners on continuing education.

20. Does the prison accurately record the purposeful activity hours that prisoners engage in, excluding non-purposeful activities in their calculations?

Contact hours – record all inmate and group programming.

STATUTORY REQUIREMENTS

III. Assistance in the Development of Improvements

The statute requires the CIIC to “Evaluate and assist in the development of programs to improve the condition or operation of correctional institutions; (and to) Prepare a report for submission to the succeeding general assembly of the findings the committee makes in its inspections and of any programs that have been proposed or developed to improve the condition or operation of the correctional institutions in the state.”

The Library: Creation or Expansion of Minority Book Sections

During the course of the 2009 inspections which always include the library, the CIIC Chairman, Representative Tyrone K. Yates, has cited the need for African American and also Hispanic designated Book Sections in Ohio prisons and juvenile correctional facilities. There is also a need for sufficient copies of periodicals of popular magazines for the African American and Hispanic inmates. Jet, Ebony, and Black Enterprise were suggested. In addition to the literature, African American and Hispanic movies, and books on tape should be provided. The purpose of

the proposed improvements is to enhance cultural awareness, not only on one's own but of others, and to enlighten inmates through classic biographies.

The proposal will help to improve inmates, contribute to good order, and improve the libraries. So much good could be done by a focus on the library, which could provide books about real people who inspire and bring out the best in us. In the therapeutic community model of substance abuse treatment in prisons, they insist that the critical ingredient for success is that a real person is on the staff who has been where the offender is, and who has succeeded in changing their life. They provide the model and this is said to provide renewed hope and confidence that they, too, can overcome addiction and make something of their life. The same inspiration can come from books about real people.

With the overcrowding and understaffing, it is a constant challenge for staff to keep the inmates busy with programs and activities, yet idleness leads to serious safety and security problems. Many inmates seem to crave the library, possibly for the solace that it provides. Many more could learn to enjoy reading with the right selection available.

Surely some of the reading incentives that the public libraries and schools use for school children, could be used within the DRC and DYS institutions. The facilities could form ad hoc committees to include inmates in order to zero in on making their library the best that it can be.

There are dedicated librarian staff in the prisons. Unfortunately, a number of librarian positions have been left vacant due the budget problems. At some institutions, other staff volunteer their time just to keep the library open for a few hours a day.

Inmates in segregation have limited access to the library. Those in Local Control are in segregation for up to six months. Those in "4B" (maximum security) and above are effectively in isolation indefinitely, sometimes for years. If they were provided with good biographies and even good self-help books, at least the isolation would be filling their mind with something positive that may make a difference in their life. Reading can keep them sane, as well as make them think, which ultimately affects their actions.

Lake Erie CI Library/Law Library

The library/law library was well maintained, clean, extremely organized, and remained an impressive attribute of the institution. It contained adequate seating availability, and the CIIC Chairman stated that the book selection appeared to be similar to other institutions.

Inmates have access to Westlaw (legal research service) through three computers in the law library and additional computers are available for use of motions, resumes, and other legal work. It was relayed that they have the SCOTI (Sharing Career Opportunities and Training Information) system on the computers, but had problems with it, as the application has not been working. Although some institutions do not allow inmates to print off of the computer, CIIC noted that several inmates were working with a staff member to print their work. It was relayed that inmates pay five cents per copy.

One inmate librarian aide stated that Administrative Rules (ARs) are available online and explained that hard copies of Administrative Rules and policies remain easily accessible in manila folders through the librarian. The librarian aide also mentioned that he became a certified paralegal before his incarceration and has created several templates, based off current case law, for filing motions including notice of appeals, jail time credit, judicial release, etc. He stated that when the computers are down he also helps inmates do research by using the law books. The aide noted that they get a lot of questions about Senate Bill (SB) 22 of the 128th Ohio General Assembly, especially regarding the number of earned credit days. He also relayed that the majority of inmates come to the library in the afternoon.

Staff commented that they have approximately 15 inmates who work as library aides and six others as porters. When asked what the biggest concern of inmates is, staff replied that the inmates want more resources. Magazines and newspapers are the most popular materials requested, according to staff.

***LIBRARY: EXPECTATIONS QUESTIONS AND RESPONSES FROM LAKE ERIE
CORRECTIONAL INSTITUTION***

1. Does the prison have an effective strategy for maximizing access to and use of a properly equipped, organized library, managed by trained staff? **Yes**
 - a. How do prisoners with mobility problems get access?
The library is available 6 days a week and library carts are in all dorms.
 2. Are the library materials broadly reflective of the different cultures and needs of the prison population, including Braille, talking books, and foreign language books?
Yes, with the exception of Braille and talking books.
 3. Do all prisoners have access to a range of library materials, which reflect the population's needs and support learning and skills? **Yes**
 4. Does this include:
 - a. Literacy? **Yes**
 - b. Math? **Yes**
 - c. Language? **Yes**
 - d. Employability? **Yes**
 - e. Vocational training? **Yes**
 - f. Social and life skills? **Yes**
 5. Do library materials include a comprehensive selection of up-to-date legal textbooks and DRC Administrative Rules and DRC Policies? **Yes**
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INSTITUTION OVERVIEW

Lake Erie Correctional Institution (LaECI), built in 2000, is a level two (medium) security prison with level one (minimum) and level two (medium) security inmates. The facility is owned by the Department of Rehabilitation and Correction (DRC), but is operated by a private company, specifically Management Training Corporation (MTC). The ten building facility covers approximately 52 acres and has a rated capacity of 1,498 inmates.

Management and Training Corporation (MTC)

According to MTC's website (www.mtctrains.com):

Management & Training Corporation (MTC) is an international organization dedicated to helping people realize their learning potential. MTC creates nurturing environments in which education is encouraged and recognized. Self-respect, skill development and confidence all emerge from those who participate in MTC's educational opportunities to improve their quality of life.

MTC provides life-changing opportunities through academic, career and technical training, and social skills training. For over a quarter of a century, MTC has operated a successful job-training program through the federal government's Job Corps program. Since 1987, MTC has also become a leader in offering rehabilitative educational opportunities at privatized correctional facilities. MTC manages contracts across the United States from its corporate headquarters in Centerville, Utah.

Furthermore, regarding their role in corrections, the website states:

With twenty years of experience in the field, Management & Training Corporation has grown to be an operations leader for privatized correctional facilities. MTC's proven performance capabilities and high integrity enable delivery of quality services to customers through innovation, adaptability and cost effectiveness.

MTC is committed to a philosophy that provides inmates with the education and employment skills they require for successful reentry into society. This makes MTC unique in the business. Backed by more than a quarter century of education and programming experience, MTC brings new solutions to inmate needs.

When asked about the differences between MTC (Management Training Corporation) and DRC (Department of Rehabilitation and Correction) staff relayed that the two biggest differences are the number of staff and fiscal operations. Staff reported that MTC has less bureaucracy than DRC and explained that the MTC contract with DRC exists to save money (five percent less than what it would cost for DRC to run the institution). However, they also stressed that although they operate on efficiency, they do not sacrifice security. Furthermore, it was mentioned that they recently renewed a two-year contract with DRC.

REPRESENTATIVE STAFF MEETING

CIIC also had the opportunity to speak with employees from various different departments about anything they wished to relay. They were informed that they could discuss any concerns or positive aspects about the institution. The following is a summary of their communication:

Positives

- One staff relayed that the facility is “very well run now, and has a good line of communication.”
- One staff member relayed that she loves her job and looks forward to coming to work. She mentioned that the Warden has worked with food services on innovative ideas to improve the process. She further explained that they raise the bar on themselves.
- Another staff member mentioned that they take a lot of pride in their work and mission.
- A separate staff member expressed that she loves working for MTC (Management and Training Corporation) and commented that they do a good job with what they have. She also relayed that they get a lot of support from the nurses.
- One employee stated that he likes how they encourage growth, training, and promotion from within. He stated that what stands out about Lake Erie CI is the employees, described as very professional.
- Staff maintained that they are a team and all work well together.
- Staff relayed that food service and medical have come a long way since the beginning.
- An employee stated that education has come a long way, and they have had no turnover in a long time.
- One staff member mentioned that she used to work with the medical contract service in the past. Now the medical is run by MTC and they have they have the best medical staff/doctor of all in the past seven years. She relayed that they have great support from corporate.
- One employee mentioned that they have great recovery service programs.
 - IOP (Intensive Outpatient) – 90 days
 - Aftercare – 90 days
 - AA/NA (Alcoholics Anonymous/Narcotics Anonymous)
 - MSAP (Mandatory Substance Abuse Program)
 - General AOD (Alcohol and Other Drugs)
- A staff member stated that they do a good job training people and the kitchen is well run. He relayed that racial bunching in the inmate dining room is not much of a problem. He also relayed that they do not have a problem with racial discrimination between staff and inmates and believes that staff would report it if they saw it occur. He estimated that 95 percent of the staff are white, yet there is “no race problem here at all.” Staff relayed that the Warden would not tolerate racism. They promote consistency with all inmates.
- Staff relayed that the Inspector is good about following up on unanswered informal complaints.

Concerns

- One staff person stated that current *labor laws* do not permit non-exempt employees to volunteer. He believes that many *staff want to volunteer*, but cannot because when they are in the institution working they must be paid.
- One staff member relayed concerns about *overcrowding* throughout the prison system and where the system will put the inmates with the continuing increased population. He mentioned that there are some inmates in prison that do not belong in prison, such as those convicted of Non-Support. Staff heard reports from Lorain CI that inmates were “sleeping in the hallways.” (Note: That is not true, based on the inspection of August 3, 2009.)
- Staff expressed concerns regarding the budget cutbacks, and questioned how the system can respond with more and more inmate needs and demands, yet with fewer resources.
- Staff noted that the *younger inmates* are disrespectful and more violent, and no one seems to know why.
- Another employee relayed concerns about their large *increase in chronically ill inmates, with over 700 in the category*.
- A staff member commented that he would like to see *less paperwork* and a movement more toward electronic records.
- One staff member relayed that inmates have unrealistic perceptions of *medical services* and the time period they have to wait to see a doctor or specialist, or to receive medical treatment
- Another employee relayed concerns regarding the need to improve funding affecting recovery services (Ohio Department of Alcohol and Drug Addiction Services).

Overall staff demonstrated a positive morale and outlook on job functions and appeared to be content, appreciative and upbeat about the institution’s current state of affairs. They cited minimal concerns and everyone seemed to agree that they enjoy various aspects of working for MTC at Lake Erie CI.

INMATE POPULATION

Staff relayed that there was a cap on the number of inmates assigned to Lake Erie CI in the MTC contract with DRC, but the cap has been taken off. However, staff relayed that there are not many extra beds for additional inmates.

The population remains approximately 1,495, and the estimated maximum population is reportedly 1,550. According to information available on the DRC’s website, the following is a breakdown of the Lake Erie CI inmate population as of July 29, 2009:

Table. 3. Lake Erie CI Inmate Population by Race with Number and Percent

Race	Number	Percent
Black	872	57.9%
White	607	40.3
Hispanic	20	1.3
Other	7	.5
Total	1,506	100%

CONTACTS AND CONCERNS

The Correctional Institution Inspection Committee (CIIC) receives communication from inmates as well as family members regarding Ohio's prisons. From January 1, 2009 through August 4, 2009, CIIC received 28 contacts from or regarding 20 different inmates at Lake Erie Correctional Institution, of which 108 concerns were reported. The following table is a breakdown of the type of concerns:

**Table 4. Lake Erie CI Breakdown of Reported Concerns to the CIIC
From January 1, 2009 through August 4, 2009**

Concerns	Number of Concerns
Staff Accountability	23
Supervision	19
Health Care	12
Inmate Grievance Procedure	7
Personal Property	5
Non-Grievable	4
Institution Assignment	4
Discrimination	4
Inmate Relations	3
Safety and Sanitation	3
Special Management Housing	3
Laundry/Quartermaster	3
Other	3
Mail/Package	2
Job Assignments	2
Housing Assignment	2
Inmate Account	2
Food Service	2
Religious Services	2
Visiting	1
Security Classification	1
Telephone	1
Facility Maintenance	0
Force	0
Records	0
Educational/Vocational Training	0
Psychological/Psychiatric	0
Protective Control	0
Legal Services	0
Recovery Services	0
Commissary	0
Inmate Groups	0
Library	0
Recreation	0
Dental Care	0
Total	108

The following tables provide a breakdown of the top five categories shown in the previous table.

**Table 5. Lake Erie CI Breakdown of Top Five Reported Concerns to CIIC
From January 1, 2009 through August 4, 2009**

Staff Accountability	Number of Concerns
Failure to respond to communication	8
Failure to perform job duties	6
Failure to follow policies	5
Other	2
Access to staff	2
Total	23

Supervision	Number of Concerns
Unprofessional Conduct	4
Abusive language	3
Intimidation/threats	3
Racial or ethnic slurs	3
Harassment	2
Other	2
Conduct report for no reason	1
Retaliation for voicing complaints	1
Retaliation for filing grievance	0
Privacy violations	0
Retaliation for filing lawsuit	0
Total	19

Health Care	Number of Concerns
Improper/inadequate medical care	3
Access/delay in receiving medical care	3
Medical aide/device	3
Delay/denial of medication	1
Medical records	1
Disagree with diagnosis/treatment	1
Medical transfer	0
Medical co-pay	0
Medical restriction	0
Eye glasses	0
Forced medical testing	0
Prosthetic device	0
Other	0
Total	12

Inmate Grievance Procedure	Number of Concerns
Inspector	3
Informal Complaint	2
Chief Inspector	2
Other	0
Total	7

Personal Property	Number of Concerns
Lost – damaged – confiscated by staff	4
Denied permission received/possess	1
Stolen or damaged by inmate	0
Lost or damaged during transfer	0
Vendor issues	0
Other	0
Total	5

INMATE CONCERNS DURING INSPECTION

Medical

- One inmate relayed that he was assaulted by an inmate at a different institution. He stated that his tooth was chipped and part of it is lodged in his gums. He mentioned that he kited medical staff, but has not received appropriate medical treatment. He alleged that staff stated they could not do anything to assist because the injury happened at a different institution.
- An inmate alleged that Lake Erie CI has the “worst” medical department and that he had to almost die before receiving medical attention.
- Several inmates relayed concerns regarding delays, noting that it takes a long time to see medical staff. One inmate stated that he has been dealing with an incident for a month, but has not yet received treatment. Another inmate stated that he signed up for Sick Call and cannot see the doctor for three weeks.
- One inmate reported that he had a sty in his eye and was simply told to put hot water on it. He maintained that the only treatment he received was a test of his vitals.
- An inmate stated that he has a problem with his wrist and was scheduled to have surgery while at Lorain CI, but when he transferred to Lake Erie CI the order was reversed. He expressed that he wants to go to a state run facility to get medical treatment.
- An inmate voiced objections to his medical co-pay. He explained that he has an eye problem, but has not seen a doctor and is still charged with a co-pay.
- One inmate expressed that he has trouble with his mobility. He relayed that the federal government says he is disabled, but he has not been given an “inmate helper.” The inmate also mentioned that he is diabetic and takes insulin. He reported having an abscessed tooth that has not been taken care of by dental staff.
- An inmate relayed that he has problems with his back and has had medication issues. He reported that the prison has not obtained or reviewed a copy of his MRI that was taken in the community.
- Several inmates relayed concerns about a nurse, who reportedly scratches out the doctor’s orders, effectively overruling the physician.

Staff

- One inmate relayed that staff are disrespectful, that an officer in the visiting room is disrespectful toward inmates and their families, and that, “This (inspection) is the most the administration has interacted with inmates in a while.”
- An inmate voiced issues regarding an officer in food services. He explained that he tried to trade in his fish one day because it was burnt. The inmate alleged that the officer told him he did not have any rights and that he would go to the hole if he did not eat it.
- Numerous inmates relayed allegations that one particular security staff member harasses inmates, uses abusive language, and retaliates against inmates for voicing concerns. It was relayed that the staff person “antagonizes inmates.”
- Several inmates reported allegations that an inmate was recently slammed to the floor while cuffed. They also mentioned the same thing happened with another inmate a month ago. Furthermore, they relayed that their complaints fall on deaf ears with the staff.
- One inmate commented that staff need to take anger management.

- An inmate relayed that a staff person made him stand outside in the hot sun. He stated that he told the officer that he is on psych meds and is not supposed to get real hot, but the staff person said that if did not have a medical form saying as much, he can stand in the sun.
- One inmate relayed that he is in segregation because he “stood up to a CO.” He felt that he did the right thing, and would do it again. He said that he has gone three years without a conduct report until this. He relayed that he has talked to the Inspector about the problem and that the Inspector is helping.
- A group of inmates relayed frustration, near anger with the grievance procedure. Comments included “They spin us!” They blamed the Inspector for much of their frustration, saying he’s the “worst ever.” Staff reportedly take 20-30 days to answer an informal complaint, and “you can’t get a grievance!” “They don’t talk to us. They say ‘kite us.’” Regarding the interaction of facility staff with inmates on the day of the inspection, inmates called it “An act – a façade.”
- A group of inmates relayed that staff “laugh at us, disrespect us and mess with us.” They relayed concerns about “a lot of use of force here, slamming you down in cuffs.” One incident happened the day before the inspection, and another reportedly questionable incident occurred a month and a half prior.

Property/Quartermaster

- One inmate explained that his locker box had three personal magazines in it, and they were confiscated. He disputes the staff’s alleged claim that there is a policy or AR that specifically states that inmates cannot have anything else but legal material in the legal box.
- One inmate stated that his badge was cracked during recreation through no fault of his own and he reported it to an officer. The officer reportedly said that he would write an incident report. The officer reportedly did not write the incident report, and lied about how the badge was cracked.
- An inmate relayed that he was missing property after his pack up. An officer reportedly confirmed the incident, but told the inmate that he would have to pay for it. The inmate also stated that writing up officers (using the grievance procedure) means nothing and is a joke.
- One inmate was upset with only being able to possess one pair of shoes. He also stated that inmates have to buy state whites.
- Several inmates relayed concerns about the state blankets having holes in them.
- One stated that his shirt is missing a button, but he cannot get it fixed. He relays that the Quartermaster curses at inmates and does not do anything. He added that some of the outside tables and benches are broken.

Rules Infraction Board

- One inmate alleged that he received a false conduct report for threats to staff. He commented that maintenance staff were fixing a light next to his bed and he asked the staff member to move a little. The inmate said the staff member came at him and requested his ID, but he did not have it with him.
- One inmate stated that another inmate gave him commissary items and he received a ticket for contraband. He was not aware of the rule violation, adding that although he did not have the receipts, the other inmate did.

Miscellaneous

- Numerous inmates stated that the *PA (Public Address) system* on the compound is not working. One inmate voiced concerns about the inmates on the yard who do not know when visitors are there, resulting in long delays for the waiting visitors. He relayed that officers haphazardly look for them. Others similarly alleged that officers do not come and look for you to tell you that you have a visit.
- Multiple inmates stated that the yard is closed for every little thing and they sometimes do not get full *recreation*. The yard is reportedly closed when one inmate is missing or he is not where he is supposed to be. One mentioned that it is not closed now because of the CIIC inspection.
- One relayed that they close the yard every day, typically when there is a fight. The inmate said that he tried to have a conversation with staff about it and they over-reacted, saying, “I close the yard because I can.” The reported attitude was his concern, which he termed “petty.”
- One inmate alleged that he has not had access to water in segregation, has gone 30 days without water (juice alone), and his side is hurting. He stated that they cannot keep cups in the unit.
- A number of inmates stated that the institution used to have bleach, but the institution changed the chemicals that they use. One inmate relayed that they have black maggots in the showers. A few concerns were also relayed about staph and scabies, reportedly due to lack of adequate chemicals.
- One inmate relayed allegations of *racial disparities* regarding privileges such as bunk moves.
- An inmate mentioned that they do not have enough evening hours for *library*. He stated that it is only open during the evening on Monday and Tuesday, and on those days it is closed in the morning.
- Several *Native American inmates* relayed that they cannot have headgear or other religious accommodations. They also stated that they can only pray once a week, it requires supervision, and their religious property must be titled.
- An inmate relayed that he has three years left in prison and wants to learn job skills. He reportedly has had electronics, and wants to learn to be an electrician or computer. The principal reportedly said that inmates can only receive one vocational program.
- One inmate communicated issues with how *earned credit* is applied and for what programs.
- One inmate relayed that he did time in Ohio in 1984 and went to Boston, where he checked in with parole. He stated that they did not know who he was and sent him on his way. Now he is back in Ohio for a violation that old. He explained that since he had just a violation, he does not qualify for *gate money* and is going back to Boston on the bus, but has no clue how he will eat. He feels like he is being forced into a corner to commit a crime in Ohio to get money upon his release to make it home.
- Throughout the inspection, inmates mentioned that they do not have access to *ice machines*.
- One inmate commented that the only *water fountain* outside does not work.
- One inmate stated that he was kicked out of Kent State for missing a class, which was previously cancelled, then rescheduled during a religious services event.

INMATE GRIEVANCE PROCEDURE (IGP)

The informal complaint is the first step of three possible steps in the grievance procedure. Staff indicated that they “push” proper use of the process on the part of the inmate, and enforce deadlines for informal complaint responses by staff. Staff noted that they have a 98 percent timely response rate. It was further relayed that the Inspector always answers the grievances within 15 days and has never had to file for a grievance extension. The table below provides more information about grievance procedure time frames.

Table 6. Inmate Grievance Procedure Timeframe per AR 5120-9-31

Step of Grievance Procedure	Time Frame for Inmate to File	Time Frame for Staff to Respond
Informal Complaint Resolution (ICR)	14 calendar days of the date of the event giving rise to the complaint	7 calendar days*
Notification of Grievance (NOG)	14 calendar days from the date of the informal complaint response or waiver of the informal complaint step	14 calendar days (The inspector of institutional services may extend the time in which to respond, for good cause, with notice to the inmate)
Grievance Appeal	14 calendar days of the date of the disposition of grievance	30 calendar days (The chief inspector or designee(s) may extend the time in which to respond for good cause, with notice to the inmate)

*If staff do not respond within a reasonable time, inmate is to contact the Inspector. Inspector is to take prompt action to ensure that a written response is provided within four calendar days. If no response is provided by the end of the fourth day, the informal complaint process is waived.

Staff also commented on the [“Correctional Institution Inspection Committee Report on the Evaluation of the Inmate Grievance Procedure: Lake Erie Correctional Institution.”](#) They explained that they were not surprised with the findings, but expressed minor frustration with the response to how inmates found out about the grievance procedure and learned to use it. They maintained that they frequently provide orientation to transfer inmates and make sure to fully explain the inmate grievance procedure.

As a recommendation to combat inmates’ seemingly common lack of knowledge system wide, regarding who to send the Informal Complaint to, and their frustration when the response tells them that they sent it to the wrong staff person, CIIC staff requested the Warden’s input on an idea to improve the process. If inmates could fill out the Informal Complaint except for writing in the appropriate Staff Supervisor, and send them to the Inspector’s office for the Inspector and/or Secretary to refer them to the appropriate staff, the reported area of frustration on the part of the inmate would be addressed. The Warden responded that it would overburden the Inspector and provide an unnecessary increase in the Inspector’s workload. However, the idea of having the erroneous staff recipient of the Informal Complaint redirect the form to the proper staff supervisor for response, and to notify the inmate was considered to have merit.

**Table 7. LaECI Institution Grievances Statistics
July 2009**

Grievance Numbers				
Total Number of Grievances filed during year (January through July)	51			
Total number of inmates who filed grievances during year (January through July)	38			
Highest number of grievances filed by single inmate	4			
Grievances on hand at beginning of this period	0			
Grievances received during this period (July)	16			
Total	16			
Grievances completed during this period	14			
Grievances on hand at end of this period	2			
Total	16			
ICR Summary				
Number of Informal Complaints Received	95			
Number of Informal Complaint Responses Received	89			
Number of Informal Complaint Responses Untimely	0			
Dispositions				
Granted	White	Black	Other	Total
Granted – Problem corrected	1	2	0	3
Granted – Problem noted, correction pending	0	0	0	0
Granted – Problem noted, report/recommendation to the Warden	0	0	0	0
Subtotal Granted (21.4 % of Grievance Dispositions)	1	2	0	3
Denied				
Denied – Insufficient evidence to support claim	2	4	0	6
Denied – Staff action was a valid exercise of discretion	1	3	0	4
Denied – Failure to use informal complaint procedure	0	1	0	1
Denied – No violation of rule, policy, or law	0	0	0	0
Denied – False claim	0	0	0	0
Denied – Not within the scope of the grievance procedure	0	0	0	0
Denied – Not within the time limits	0	0	0	0
Subtotal Denied (78.6% of Grievance Dispositions)	3	8	0	11
Withdrawn				
Withdrawn at inmate's request	0	0	0	0
Pending				
Pending Disposition	0	2	0	2
TOTALS	4	12	0	16
Percent	25.0%	75.0%	0	100%
Extensions				
14-Day Extensions	0			
28-Day Extensions	0			
Total	0			

One major concern of inmates relayed during the inspection was an alleged lack of response to informal complaints. The following table is a breakdown of informal complaint activity from January 2009 through June 2009 as reported by the Inspector in the monthly reports.

Table 8. Lake Erie CI Informal Complaint Summary February 2009 through July 2009

	Feb	Mar	April	May	June	July	Total	Percent
Responses Received	66	70	95	78	90	89	488	95.50%
Untimely Responses Received	8	6	1	4	4	0	23	4.05
Total Responses Received	74	76	96	82	94	89	511	100%
Number of Informal Complaints Received as Reported on Inspector's Monthly Report	79	87	104	93	110	95	568	

GRIEVANCE PROCEDURE: EXPECTATIONS QUESTIONS AND RESPONSES FROM LAKE ERIE CORRECTIONAL INSTITUTION

1. Are there effective complaint procedures in place that are easy to access, easy to use, and provide timely responses? **Yes**
2. Do prisoners feel safe from repercussions when using these procedures and are they aware of an appeal procedure?
Yes each inmate attends orientation when they arrive at our facility.
3. Is information about the grievance procedure reinforced through notices and posters that are produced in English and other languages and displayed across the prison? **No**
 - a. Are there posters in prominent places on all residential units, including for those with literacy problems and those with disabilities so that they can understand and are able to access the procedures?
No posters – The handout explaining the grievance procedure is posted in the dorms.
 - b. Since some prisoners, e.g. foreigners, may need to be specifically told about the whole process, is there a single channel of contact or clear information on how to make a complaint?
Orientation is held every Monday for new inmates.
 - c. Is information on the units/blocks always displayed and do prisoners understand it?
Yes
 - d. What are the procedures for blind prisoners?
We have never had one – I would have to have a one-on-one conversation with the inmate.

4. Are prisoners encouraged to solve areas of dispute informally, before making official complaints? **Yes**
5. Can prisoners easily and confidentially access and submit complaint forms? **Yes**
 - a. Are forms required to access complaint forms?
No. ICR's are in housing units. NOG forms from Inspector.
 - b. Are there forms, and at least one kite box on each block/dorm?
Forms in each dorm. Mailboxes in center of the yard.
 - c. Are the boxes emptied daily by a designated officer? **Yes**
 - d. Are form dispensers always stocked with forms? **Yes**
 - e. Are informal complaints and grievance files secured on a limited access basis?
Yes secured in Inspector's office.
6. Do prisoners make use of the procedures, and are they free of pressure to withdraw any complaints or grievances? **Yes**
 - a. What are the procedures for prisoners with learning or other disabilities?
Handled one-on-one.
7. Are all complaints and grievances, whether formal or informal, dealt with fairly and answered within three days, or 10 days in exceptional circumstances, with either a resolution or a comprehensive explanation of future action?
Over 96% of all informals are answered within the seven days required by policy. All NOG are answered within the 14 day time frame. AR 5120-9-31.
 - a. Are complaints resolved? **Yes**
 - b. Are complaints answered within three working days, or within 10 days in exceptional circumstances?
The timeframes in Policy are followed AR 5120-9-31.
 - c. Are forms sent back to prisoners because of technicalities in procedure? **No**
 - d. Are such complaints referred to the relevant staff member, not back to the prisoner?
Sent back to inmate to re-file
 - e. Are target return times recorded? **Yes**
 - f. Are letters of complaint/concern from third parties, such as legal representatives, family or voluntary organizations, logged and answered?

Most of the time the inmate is interviewed and explained the steps he needs to follow.

8. Do prisoners receive responses to their complaints/grievances that are respectful, legible, and address the issues raised? **Yes**
9. Are formal grievances signed and dated by the respondent? **Yes**
 - a. Regarding the quality of responses, is there a quality assurance system in place?
No
 - b. Does the staff member who dealt with the complaint clearly print their name on the response?
All responses are typed.
 - c. Are staff responses to confidential complaints returned in sealed envelopes?
Sent in sealed kites.
10. Do prisoners feel able to ask for help in completing their complaint or grievance form and in copying relevant documentation? **Yes**
 - a. Are staff responsive to requests for help with forms? **Yes**
 - b. Are translation services provided for those who need them? **Yes**
 - c. What are the arrangements for prisoners with literacy problems, and for those who are blind? **Handled one-on-one by Inspector.**
11. Is any declaration of urgency by prisoners fully assessed and answered? **Yes**
 - a. Are staff responsive to requests for urgent help? **Yes**
12. Are prisoners who make complaints against staff and/or other prisoners protected from possible recrimination? **Yes**
 - a. What protection measures are in place and put into practice?
As Inspector I monitor the process.
 - b. Are responses objective and factual, and conclusions based on evidence rather than supposition? **Yes**
 - c. What are the adverse effects of filing complaints? **None**
 - d. Do prisoners know that there are protection measures if they complain about staff or other prisoners? **Yes**

13. Do prisoners know how to appeal grievance decisions? **Yes**
- Are appeals dealt with fairly, and responded to within seven days?
Yes by policy appeals must be answered in 30 days.
 - Are prisoners reminded of their appeal option on the relevant forms? **Yes**
 - How many have appealed in the last six months? **10**
 - What was the outcome, and how promptly were they answered?
6 affirmed
1 modified
3 pending
7 within 30 days (3 pending)
14. Do all prisoners (and staff) know how to contact members of the Ohio General Assembly's Correctional Institution Inspection Committee, and can they do so in confidence? **Yes**
- Is CIIC contact information posted in dorms, blocks, library and other areas to ensure that staff and inmates are aware of how to contact CIIC? **Yes**
 - Are there any difficulties with access to the CIIC? **No**
15. Do prisoners receive help to pursue complaints and grievances with unit managers, prison administrators, or other central office staff, if they need to? **Yes**
16. Do all prisoners know how to contact the Inspector and Chief Inspector? **Yes posted in dorms**
- Do blocks/dorms have contact details and information? **Yes**
17. Do prisoners receive help to pursue grievances with external bodies if they need to?
(Blank)
- Do they also receive help in contacting legal advisers or making direct applications to the courts? **Yes**
 - In the last month, how many original grievances and appeals were sent to the Chief Inspector?
Unknown number of grievances sent.
3 appeals
 - What do they tend to be about? **Health Care - Property**
 - What proportion are generally resolved? **Majority found in favor of institution.**

18. Do prison managers analyze complaints (both granted and denied) each month, by ethnicity, disability, block/dorm/unit, prisoner type, etc., and if necessary, make any appropriate changes? **Yes**

a. Is data studied and is action taken when strong patterns/trends emerge? **Yes**

USE OF FORCE

**Table 9. LaECI Report of Racial Breakdown and Use of Force
May 2009**

	Black	White	Other	Total
1. Use of Force Incidents during the month	3	0	0	3
2. Number of those reports (from #1) above that were:				
Logged as "No Further Action Required"	3	0	0	3
Assigned to a Use of Force Committee	0	0	0	0
Referred to the employee disciplinary process	0	0	0	0
Referred to the Chief Inspector	0	0	0	0
3. Number of those reports (from #2) where the investigation was not completed in 30 days and were extended	0	0	0	0
4. Number of extended investigation(s) from previous months that were:				
Completed	0	1	0	1
Not Completed	0	0	0	0

SECURITY THREAT GROUP (STG)

Staff mentioned that they have recently experienced an increase in STG activity. Reportedly, 40 of the 301 STG tickets, written within DRC in the past year, were at Lake Erie CI. An increase in PC (Protective Control) requests and fights were cited as signs or indicators of STG/gang activity. Staff relayed that in 2007 they came close to having a major incident with inmates from Warren county and Cleveland, but the situation was diffused with an institutional lockdown before anything serious occurred.

Like numerous other prisons within DRC, they have incurred problems with the Heartless Felons, one of two main gangs in the state's juvenile correctional facilities. Staff relayed that they travel in packs and can be very dangerous. Staff noted that a recent video conference with DRC included discussion of the subject. It was also noted that they are mandated to participate in yearly STG training. Staff relayed that they have an STG Committee and a very experienced institutional STG Coordinator from California. They also reported that their STG Coordinator has a direct line of communication with the STG Coordinator at DRC Central Office and they do quite a bit of sharing. It was explained that although they will not eliminate gang activity, they have to be proactive and aggressive.

STG activity, as well as management, has reportedly changed over the past ten years. Essentially, gangs are now picking up where they left off from the streets and coming in together already “active” instead of remaining dormant until they get a feel for the institutional environment. In other words the line between “street gangs” and “prison gangs” is fading and “street gangs” are becoming “prison gangs.” The FBI (Federal Bureau of Investigations) task force has reportedly been working hard to clean up gang activity on the streets in Cleveland and Cuyahoga County, which ultimately leads to an increase in gang members in prison and partly explicates the recent surge of STG activity. They have an estimated 60 percent inmate turnover per year, which significantly reduces the ability to know the inmates and identify STG affiliations.

BULLYING AND VIOLENCE REDUCTION: EXPECTATIONS QUESTIONS AND RESPONSES FROM LAKE ERIE CORRECTIONAL INSTITUTIONS

1. Does everyone feel safe from bullying and victimization (which includes verbal and racial abuse, theft, threats of violence and assault)?
Yes, necessary actions are taken if these types of issues are reported.

2. Are active and fair systems to prevent and respond to violence and intimidation known to staff, prisoners and visitors? **Yes**

3. Has the prison developed an effective strategy to reduce violence and intimidation, which has earned the commitment of the whole prison and has drawn on multi-disciplinary consultation including feedback from prisoners?
Yes, regular rounds, security checks and searches are conducted routinely, and aggressive stance against unauthorized group activities.
 - a. Is the violence reduction strategy widely publicized? **Yes**

 - b. Is monitoring part of the strategy and as a minimum, does it cover feelings of safety among prisoners, incidents of bullying (verbal and physical), number of assaults, number of racist incidents, location of incidents and action taken?
All incidents are regularly reviewed and investigations are prompt.

 - c. Do staff understand their duty to maintain a safe environment and what they do to promote this? **Yes**

 - d. Are staff alert to threats to a safe environment, and do they confront all forms of victimization? **Yes**

 - e. Are prisoners consulted as part of the strategy development and maintenance?
Inmate forums are utilized for feedback to issues.

- f. How effective is the strategy in promoting safer custody and violence reduction?
This strategy has been successful.
4. Are prisoners consulted and involved in determining how their lives in the prison can be made safer, how bullying, verbal and physical abuse, racial abuse and threats of violence are confronted, how conflicts can be resolved and what sanctions are appropriate? **Yes**
- a. Has there been any consultation in the last six months?
All areas covered during the orientation process.
- b. Has an annual confidential survey to all prisoners about bullying been undertaken?
Not to my knowledge.
- c. Are there wing representatives? **There are dorm representatives.**
5. Do staff supervise and protect prisoners throughout the prison from bullying, verbal and physical abuse, racial abuse and threats of violence? **Yes**
6. Are staff consistent in challenging these behaviors? **Yes**
- a. How many incidents occurred in the last six months? **Minimal instances of extortion or bullying events.**
- b. Are there particular areas where prisoners feel vulnerable to bullying? **Housing units.**
- c. What policies provide protection of vulnerable prisoners? **Protective custody requests policy.**
- d. Do staff lead by example in the way they treat their colleagues/prisoners, and understand that their duty is to foster a safe environment, by confronting unacceptable behavior quickly and fairly? **Yes.**
- e. What are the arrangements for movement, exercise, mealtimes and discharge, especially for those who are considered vulnerable?
Regular schedules. If identified, separations and/or transfers may be imitated.
- f. Is particular attention given to prisoners who have asked for protection from other prisoners or those who may be victimized because of the nature of their offense or other individual circumstances?
Prompt and in-depth investigations are completed for each request of protection. Necessary response is provided.
7. Are prisoners' families and friends encouraged to make suggestions about how the prison could better protect prisoners from victimization and to provide information to help identify those prisoners likely to be at risk? **Yes**

- a. Are prisoners' families encouraged to come forward if they feel they are being bullied to bring drugs into prison? **Yes – Visitor orientation programs.**
 - b. Is a visitors' survey distributed systematically? **Not to my knowledge.**
 - c. Do visiting families know about reporting procedures and do they think that visiting staff are approachable and sympathetic?
Yes – Visitors are encouraged to contact the institution with any issues.
 - d. Are there posters in visiting rooms? **Postings offering visitor orientation is made available.**
8. Is an effective strategy in place to deal with bullying which is based on an analysis of the pattern of bullying in the prison and is applied consistently throughout the prison? **Yes**
- a. Has a strategy been formed by systematic consultation with prisoners across the prison? **During the orientation process, assessments are made and notices to inmates are covered.**
 - b. Is a central log of bullying kept, and are incidents of bullying reviewed regularly by a multidisciplinary committee? **All incident reports are reviewed and logged.**
 - c. Are staff alert to potential bullying and do they confront all forms of victimization?
Yes
 - d. Are all sources of information including security reports, accidental injuries etc. used for evidence of bullying/intimidation? **Yes, all incident reports are reviewed.**
 - e. How do staff contribute to the strategy? **During the incident reviews, all security and unit management supervisors are present to address issues immediately.**
 - f. Is there a coordinated approach by all departments? **Yes**
9. Are allegations of bullying behavior treated consistently and fairly? **Yes**
- a. Are they investigated promptly? **Yes**
 - b. Are outcomes of investigations recorded and is the prisoner who reported the bullying supported? **Yes**
10. Are prisoners made aware of behavior that is unacceptable through a well-publicized policy and are made aware of the consequences of bullying? **Yes – Inmate handbook covers all rules.**
11. Is inappropriate behavior consistently challenged? **Yes**

- a. Are there bullying posters throughout the prison? **Information is distributed during orientation and posters are hanging in the units for all to see.**
 - b. What information is distributed to new arrivals? **Information on sexual assault and other forms of abuse and what to do if they feel they may be victimized.**
 - c. Is bullying clearly defined to prisoners? **Not specifically, however assaultive behavior, extortion, theft are routinely covered.**
 - d. Are staff aware of both direct and indirect forms of bullying? **Yes**
12. Do anti-bullying measures support the victim and take the victim's views about their location into account? **A full investigation is always completed surrounding all facts of any incident reported.**
- a. Do staff understand the link between bullying and aggressive and disruptive behavior generally? **Yes**
13. Are appropriate interventions in place to deal with bullies and support victims? **Yes**
- a. What interventions are available to challenge bullies and to support victims of bullying? **Inmates found to be engaging in this type of behavior are held accountable through normal disciplinary process.**
 - b. Are interventions aimed at achieving sustained and agreed changes in behavior? **Yes**
 - c. Do prisoner records contain comprehensive updates on how bullied and bullying prisoners have been supported and/or challenged? **(Blank)**

INSPECTION

Processing/Entrance

Upon arriving at the institution, inmates were observed walking across the large open compound in a calm orderly fashion. The entrance building was extremely impressive in terms of cleanliness and exhibited a welcoming atmosphere with adequate facilities/amenities for visitors. Processing staff were very professional, pleasant, efficient, and adhered to all security measures.

Initial and Closing Meeting with Administration

CIIC met with administrative staff in the morning for a brief meeting before commencing the inspection. It was noted that the Warden has worked in corrections for 23 years including 14

years with DRC. CIIC also met with the administrative staff for the closing following the inspection to provide a brief synopsis.

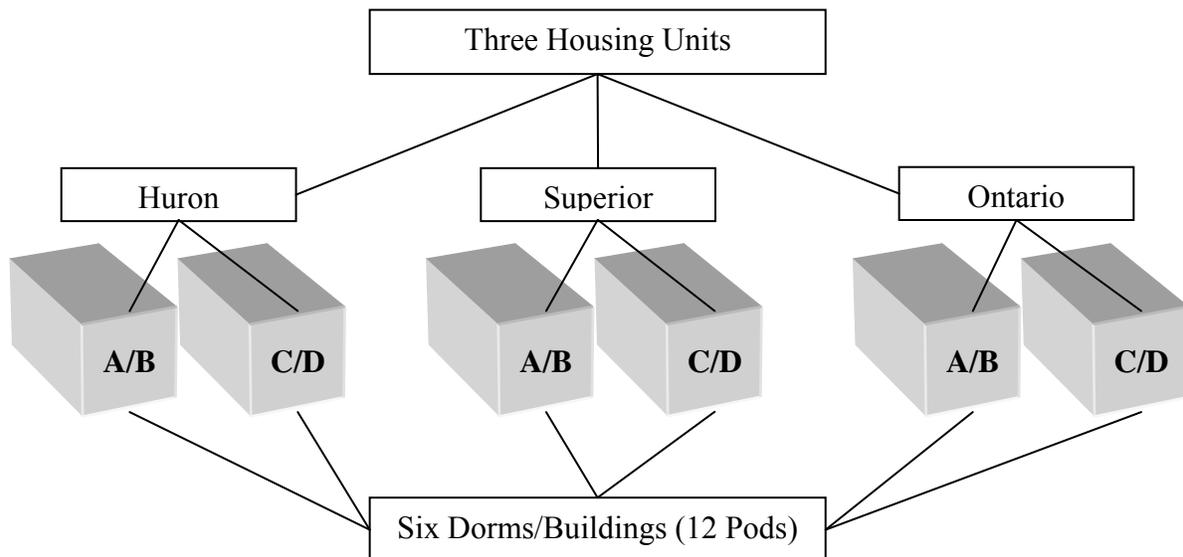
Compound

The compound consists of a large yard surrounded by ten buildings. Staff stated that one side of the yard is for the inmates. The paved paths have red markings on them to indicate sections that are “out of place” for inmates, as they are not permitted in certain outside areas without a pass. While walking the compound, it was noticed that officers patrolled the perimeter of the yard on bicycles as it reportedly is too large to cover on foot.

It was also noticed that some inmates were wearing other colors than the normal “prison blues” (blue button up collared shirt with blue pants). Staff stated that the inmates in the yellow jumpsuits are those who are in the Mandatory Substance Abuse Program (MSAP) and the inmates wearing green are inmates who are on recreation restriction.

Housing Units

Lake Erie Correctional Institution has three General Population (GP) housing units, which are all named after the Great Lakes. The units are broken down into six housing dorms (buildings), each consisting of two pods (12 pods altogether).



Staff relayed that the institution has one merit dorm, one orientation unit, and one unofficial step down unit for inmates transferring from level three (close security) institutions because their security level was decreased to level two (medium). Staff have reportedly found that many of the inmates formerly housed in celled institutions, then reduced to level two do not like the free movement and open yard, so they refuse general population resulting with a lockdown in segregation. It was also explained that sometimes they have inmates transfer from level three institutions who will not get off of the bus because of the layout of the institution and fear of the

large open dormitory compound as opposed to a celled institution. The goal of the unit is to help the inmates adjust to the environment and staff reported that it works well.

Huron A and B

Huron A and B is a General Population (GP) housing building. Huron A is used as a short-term orientation block. The CIIC memo is posted on the unit's bulletin board. Staff stated that each building has the capability of holding 250 inmates, with 125 per side. During the inspection, inmates were observed waiting to go to commissary and the recreation yard. Most of them were sitting in the dayroom watching television, while others were engaged in other forms of indoor recreation. Several inmates were also getting their haircut. One inmate commented that the institution has "good programs," but Marion Correctional Institution reportedly has a few more.

The bathrooms were in good condition, with no visible sanitation problems. Three pay phones are available in the dorm. Inmates are permitted to have a locker box and plastic tub at their bunk. The officers are stationed in the middle of the dorm. The unit also contained recycling bins for paper, metal, plastic, etc. as part of their evergreen project.

The dorm area was clean, beds were neatly made, and the inmates seemed to have an overall relaxed mood. The dorm could also be described as dark and cool, the result of allowing lights to be off to conserve energy and to prevent added heat from the lights. Although there appeared to be ample space between beds, the quarters still seemed tight. Inmates were observed watching television in their bunks or lying down. Staff stated that they have satellite television which is controlled at a control center. The satellite is simply to produce a clear signal and does not provide more stations. The inmates only have access to a few stations similar to all other institutions.

Staff stated that they have two officers per building and the unit staff consists of one Case Manager for each building and a Unit Manager for two buildings (one unit). They also explained that there is a Sergeant responsible for four units (two buildings) and two secretaries for three buildings.

Other amenities included a microwave, television, tables, and four full washer and dryers for state issued personal items. Staff relayed that the porters perform laundry services seven days a week, but not on third shift. It was also mentioned that blankets and sheets are taken to the Quartermaster for cleaning because they have hotter water.

***RESIDENTIAL UNITS: EXPECTATIONS QUESTIONS AND RESPONSES FROM
LAKE ERIE CORRECTIONAL INSTITUTION***

1. Do prisoners live in a safe, clean and decent environment within which they are encouraged to take personal responsibility for themselves and their possessions? **Yes**
2. Are cells and communal areas (blocks, dorms, dayrooms) light, well decorated and in a good state of repair? **Yes**

3. Do all prisoners occupy accommodation that is suitable for the purpose and for their individual needs? **(Blank)**
 - a. Are there cell sharing risk assessments? **Yes**
 - b. Are cells sufficiently warm in winter and cool in summer? **Yes**
 - c. Are cells ventilated and do they have sufficient daylight? **Yes**
 - d. Do prisoners have their own bed, corkboard, lockable cupboard/locker box, and use of a table and chair? **Yes. However, corkboard is not available.**
 - e. Are older prisoners in shared cells with bunk beds given priority for lower bunks? **Yes, medical restrictions are given priority.**
 - f. Do shared cells have screened toilets? **No.**
4. Are reasonable adjustments made to ensure that prisoners with disabilities and those with mobility problems can access all goods, facilities, and services? **Yes**
 - a. Do prisoners with disabilities and those with mobility problems have ease of access to different locations and services? **Yes**
 - b. Are older, infirm and disabled prisoners assigned to landings, which hold most of the communal facilities? **Yes, necessary accommodations are made.**
5. Is there a system whereby nominated volunteer prisoners on each residential unit are trained to help less able prisoners and they are paid for this work? **Yes**
 - a. How are volunteers identified, trained and assigned? **Screened by conduct history.**
6. Are residential staff aware of prisoners within their care with disabilities and their location? **Yes, restriction notices are provided.**
 - a. Are safe evacuation procedures in place to assist those prisoners who may need help in an emergency? **Yes**
 - b. Are there visible markers on cell doors? **Yes**
 - c. What system is in place to highlight to other staff that any prisoners with disabilities and/or mobility problems may need assistance in an emergency? **Identification badges.**
7. Do prisoners have access to drinking water, toilet and washing facilities at all times? **Yes, except count time.**

- a. Is water in the cells certified as drinking water, if used in this way for prisoners? **Yes**
8. Are age-appropriate risk assessments in place to ensure the safety of young adults from any other prisoners? **We do not house youthful offenders.**
- a. Are there single cell risk assessments? **Yes**
- b. What are procedures in any case where young adults are identified as posing a risk to others? **N/A**
9. Do all prisoners have access to an in-cell emergency call button/bell that works and is responded to within five minutes? **Yes – in segregation cells.**
10. Do observation panels in cell doors remain free from obstruction? **Yes**
11. Is there a clear policy prohibiting offensive displays, and is it applied consistently? **Yes**
12. Are prisoners' communal areas (activity and shower areas) clean, safe, meet the needs of the prisoner population, and effectively supervised by staff? **Yes**
- a. Are there adaptations for older, infirm and disabled prisoners? **Yes**
13. Do prisoners feel safe in their cells and in communal areas of the residential units? **Yes**
- a. Is there a suitable design of residential units e.g. good sightlines, and supervision in high-risk areas? **Yes**
14. Are notices displayed in a suitable way for the population? **Yes**
- a. Is adequate provision made for any prisoners who cannot read notices because of literacy, language, or eyesight problems or any other disability? **Unit staff and officers are available to assist at all times.**
15. Are residential units as calm and quiet as possible both to avoid incidents and to enable rest and sleep, especially at night? **Yes**
- -----

Medical/Infirmary

The medical building is equipped with a large waiting room for inmates as well as a lab room, an exam room, a medical records file room, an infirmary, a doctor's office, a dental office, and a pill call area. Staff stated that inmates are only permitted in the records room to empty trash and clean the floors. The entire medical area was clean, orderly, and organized without exception.

During the inspection, CIIC spoke with the institutional doctor who was busy going through

multitudes of inmate files in his office and doing chart reviews. He stated that inmates are the best kind of patients and are typically very respectful. He also relayed that he has privileges at the local hospital and has the ability to follow patients to the hospital and to care for them. In addition, the hospital is reportedly working on building a secure room with their own entrance for the inmates.

The infirmary consists of eight beds, which include two safe cells, and two negative airflow cells. Staff reported that the infirmary is generally used for pre and post operations and most inmates do not stay for longer than 72 hours. At the time of the inspection, there was one inmate in the infirmary that was under segregation status, but due to his need for his breathing machine, he needed to be placed in the infirmary for medical purposes.

In an effort to promote good hygiene practices, the pill call area displayed a sign telling inmates to wash their hands before pill call. They also had a water cooler and cups for inmates to use to take their medications. Staff mentioned that their pill call operations are efficient, as they only maintain what they need on hand. They noted that they do not have a Pharmacist on-site, but do have a Pharmacy nurse. It was also relayed that the medications come in blister packages and they use Diamond Pharmacy Services as their supplier. They reported no major problems with the system. Their medication error rate is 0.005 percent (one or two per month). Staff mentioned that they recently had an issue with medications for an inmate who has the same name as another inmate. They reportedly have contracts with local pharmacies to obtain emergency medications if needed.

**Table 9. Lake Erie CI Medical Monthly Institutional Statistical Summary
June 2009**

Primary Health Care	
Parent Institution Screening	1,484
Intake Nurses Screening	1,484
Nurses Screening/Nurses Sick Call Totals (non-segregation)	255
Physician Appointments/Doctors Sick Call Totals	175
Referred to Physician	88
Nurses Sick Call Totals (segregation)	32
Physician Screening	7
On site segregation visits by physician	5
Reception Intake H & P	0
Emergency Triage	
Screened by nurse	347
Treated by physician on site	98
Sent to local ED (Emergency Department)	4
Emergency treatment of staff	3
Sent to OSU ED (Emergency Department)	0
Sent to OSU ED from local ED	0
Admitted to local hospital	0
Admitted to CMC	0
Admitted to OSU hospital	0
Emergency treatment – visitor	0

Infirmary Care	
Total number of infirmary Bed Days	240
Number used for Medical	63
Number used for Mental Health	2
Number used for Security	58
Dental Care	
Number seen by appointment	298
Number of emergent appointments	17
Totals	315
Cleanings	31
Specialty Care On Site	
Telemedicine	
Nutrition	87
Internal Medicine	47
Infectious Disease	35
Cardiovascular	30
Pulmonary	15
Other	0
Surgery	0
Totals	214
Optometry	
Number of inmates seen	13
Hours on site	8
Podiatry	
Number of inmates seen	8
Hours on site	4.5
Pharmacy	
Number of Prescriptions Refills	962
Number of New Prescriptions	726
Total number of prescriptions	1,688
Psychotropic Prescriptions	359
Controlled Med Scripts	4
Lab Data	
Number of other med lab procedures	3,039
Blood draws for medical	208
Blood draws for mental health	51
Number of X-Rays	42
EKG's for medical	11
EKG's for mental health	1
	0
DNA Blood Draws	

Infections Disease Data	
Number of positive PPD's	89
Number of inmates HIV positive	13
Number of inmates on INH	8
Inmates refusing INH	2
Number of protease inhibitors	2
Number of inmate PPD's	1
Number of staff PPD's	0
Inmates completing INH prophylaxis	0
Inmates with TB disease	0
Number of newly diagnosed HIV	0
Deaths	
Within Institution	0
Local Hospital	0
CMC	0
OSU	0

According to monthly reports, Lake Erie CI started interviewing for new medical positions in July as Phase Four of the Fussell Stipulation. Positions include Dental assistant, Medical Assistant/Phlebotomist, Medical Records Clerk, full time Licensed Practical Nurse. They also planned to increase the Dental Hygienist hours.

SELF-HARM AND SUICIDE: EXPECTATIONS QUESTIONS AND RESPONSES OF LAKE ERIE CORRECTIONAL INSTITUTION

1. Does the prison work to reduce the risks of self-harm and suicide through a whole-prison approach?
Yes. Pre-service training and annual in-service training address signs/symptoms and watch process/policies.
2. Are prisoners at risk of self-harm or suicide identified at an early stage, and is a care and support plan drawn up, implemented and monitored?
Inmates are screened within eight hours of intake. They are screened a second time by qualified M.H. staff within 14 days. Crisis plans are created.
3. Are prisoners who have been identified as vulnerable encouraged to participate in all purposeful activity?
Yes. Comprehensive treatment plans are developed and prisoners are encouraged to participate in all treatment...groups, individual therapy, medication management.
4. Are all staff aware of and alert to vulnerability issues, appropriately trained, and have access to proper equipment and support?
Yes. All staff attend M.H. pre-service and annual in-service.

5. Is there a safer custody strategy in place that recognizes the risks to prisoners, particularly in the early days in custody, and sets out procedures, which help to reduce the risk of self-harm?
Yes. Early screening and 14 day follow-up. Custody staff receive training address corrections specific psycho social stresses; i.e. newly...parole board...health issues.
- a. Are the specific needs of different prisoner groups recognized, as are the levels of risk in different areas of the facility?
Yes. Special screening and attention to control units (seg) and crisis holding cells.
 - b. Does the strategy recognize the specific needs of the population e.g. women and minority groups, those with substance misuse problems, and those not on normal location?
Yes. We work in collaboration with recovery services to address high risk inmates...substance abuse disorders.
 - c. Is staff training appropriate? **Yes**
 - d. What is the availability and use of safer cells, particularly in areas of the prison where risks of self-harm are higher?
 1. **Two crisis holding cells in segregation.**
 2. **Two crisis holding cells in medical.**
 - e. Does the protocol in place recognize the need for continued interaction, and avoid an over reliance on the safer cell as a preventative measure?
Yes. Inmates receive daily interaction with mental health staff.
6. Does a multi-disciplinary committee effectively monitor the prison's suicide prevention policy and procedures? **Yes. The facility has created a SPART team.**
7. Is the committee chaired by a manager responsible for the policy and does membership include prisoners, staff representatives from a range of disciplines, and a member of the local community mental health team? **No inmates of community involvement.**
8. Are prisoners' families, friends and external agencies encouraged, through local arrangements, to provide sources of information which may help identify and support those prisoners likely to be bullied or who have a history of self-harming behavior?
Yes. Released of information are obtained from inmates upon intake and information is solicited from treating agencies/providers. Families are encouraged to provide input.
- a. Are there posters in the visiting room about who to contact with concerns and is that information sent out with visiting orders alerting families to the help available?
(Blank)

9. Is there a detailed care and support plan prepared with input from the prisoner, which identifies needs, as well as the individuals responsible including a key worker?
Yes. Both crisis treatment plans for acute crisis and long term treatment plans are created.
10. Are personal factors or significant events that may be a trigger to self-harm identified? **Yes**
11. Do regular reviews take place involving staff from a range of disciplines and family and friends as appropriate, which provide good support and care for all prisoners at risk?
Treatment plans are reviewed at 90 day intervals.
12. Are arrangements in place for following up after a care and support plan has been closed?
This is clinically determined on a case-by-case basis.
- a. Do unit officers have knowledge of policy and support plans?
Yes. Policy and support plans are reviewed annually.
- b. What level of training have they received? **See above.**
13. Are prisoners at risk of suicide and self-harm held in a supportive and caring environment with unhindered access to sources of help including peer supporters? **Yes**
- a. Is a care suite available to support the work of Listeners?
? “Listeners”
- b. Is there access to counselors, the chaplaincy team, Listeners and Samaritans at all times? **Yes**
- c. Are appropriate free telephone help lines/interventions available, in particular, to address specific aspects of women’s prior victimization such as rape crisis, domestic violence and others? **We do not house women.**
14. Are prisoners encouraged to express any thought of suicide and/or self-harm, and encouraged to take part in all purposeful activities as part of the support plan? **Yes. They receive training and are encouraged to report when they are in distress or observe...there in distress.**
- a. Are prisoners given the opportunity and assistance to make a written contribution to their review? **Yes**
- b. Are prisoners encouraged to identify their own support needs and are they able to draw on opportunities for informal support from other prisoners if they wish? **Yes**
15. Are all staff, including night staff, fully trained in suicide prevention and clear on what to do in an emergency? **Yes**

- a. Is there a program of refresher training in place? **Yes. Regular response drill are held as well as annual in-service.**
 - b. Do staff have access to first aid kits and shears? **Yes**
 - c. If facility does not have a first night center, do night staff know where first night prisoners and those at risk are located? **All new prisoners are housed in the same location.**
16. Are incidents of self-harm closely monitored and analyzed at regular intervals to establish any trends and to implement preventive measures? **Yes. The CQI process is in place to carefully review all incidences of self-harm, policies and practice.**
17. Are serious incidents properly investigated to establish what lessons could be learned and to promote good practice? **Yes. All incidents are reported to BOMHS within 24 hours. Full investigations completed within 10 days and recommendations – if any – reviewed at CQI.**
18. Where appropriate, are family or friends of the prisoner informed through a family liaison officer? **Yes**
19. Is an action plan devised and acted upon promptly as a result of an investigation into an apparent self-inflicted death? **Yes**
- a. Is this reviewed following subsequent findings of an investigation? **Yes**
 - b. Are there attempts to understand underlying causes and/or trends? **Yes**
 - c. Have there been any reviews of recommendations from previous deaths in custody? **Yes**
20. Is all information about prisoners at risk of self-harm or suicide communicated to people who are able to offer support in the community? **To the extent allowable by law.**

Segregation/Rules Infraction Board/Control Center

Staff relayed that they have plenty of segregation space with 50 cells and 98 beds (double celled except for two corrections/safe cells). They typically have an average of 70 inmates in segregation a day, but have recently incurred an increase in their segregation population. They account the recent increase as resulting from an escalation of Security Threat Group activity.

Upon entering the segregation area, staff pointed out that they are currently in the process of switching out some of the battered mattresses, which they reported is a problem throughout the

entire institution. They ordered approximately 250 new replacements and they are re-covering skins of all mattresses. The project is expected to be completed by the end of the year.

Staff noted that they have three segregation ranges. They try to keep inmates separated based on their status (see table below), but must compromise at times. During the inspection, inmate porters were in the process of serving food, which is brought into the unit and served on trays.

CIIC also observed the RIB (Rules Infraction Board) office and spoke with the RIB Chairman, who noted that he has been in his position for about six to seven months. Staff relayed that the previous RIB Chairman served in that position for approximately seven years. The RIB Chairman stated that inmates stand at a podium in the room before two RIB members during the proceedings where they are notified of their rights, charges against them, and their plea. Staff clarified that even though they are now only required to have two RIB members present, they have access to a third if needed to break a tie. Staff relayed that only one or two inmates have questioned the Administrative Rule change. He noted that they still tape record the RIB hearings.

It was noticed that they have an electronic signature pad used for inmates to sign their RIB disposition, their rights form (form stating that they were notified of their rights), the request of witnesses form, and the conduct report.

The room had a 2006 CIIC Committee member and staff list with pictures displayed as well as an old memo about issue five from 2006 regarding the indoor smoking ban. Also posted were DRC and MTC policies for single cell occupancy, special management housing unit, the inmate disciplinary procedure, and bunk restrictions. When asked how many conduct reports are based on confidential informants, staff replied, "not too many."

The segregation control room contains necessary equipment for transporting inmates to and from segregation as well as cell extractions. Staff stated that the entire segregation area is staffed by one Sergeant, and RIB Sergeant, and two officers.

**Table 10. Description of Special Management Housing Units (SMHU)
Per Administrative Rules (AR)**

SMHU	Description per Administrative Rules (AR)
Security Control (SC) AR: 5120-9-11	An inmate may be placed in security control: <ol style="list-style-type: none"> 1. When needed to facilitate an investigation prior to the issuance of a conduct report or other administrative action, criminal prosecution; and/or, 2. Pending a hearing before the rules infraction board (RIB); 3. Pending transfer to another institution; 4. As a temporary housing assignment for inmates to facilitate an inmate's appearance in judicial or administrative proceedings.
Disciplinary Control (DC) AR 5120-9-11	An inmate who has been found guilty of a rule violation by the RIB, pursuant to rule 5120-9-08 of the Administrative Code, may be placed in disciplinary control. An RIB panel may impose up to fifteen days in disciplinary control for a single violation or series of violations arising out of a single event.
Local Control (LC) AR: 5120-9-13.1	An inmate may be placed into local control if the warden determines after a hearing that: <ol style="list-style-type: none"> 1. The inmate has demonstrated a chronic inability to adjust to the general population, or 2. The inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. Placement in local control shall be for an indefinite period, but shall not exceed one hundred eighty days unless the prior written approval of the director or his designee has been obtained.
Protective Control (PC) AR: 5120-9-14	The director or designee shall designate one or more institutions to maintain housing areas designated as protective control. These protective control areas shall be used to house inmates that, due to personal physical safety concerns, need to be separated from the general inmate population.

Segregation (C-Range Local Control)

C-Range in the segregation area is designated for inmates under Local Control (LC) status. All of the segregation sheets were properly posted. A quick look at the documentation showed that the inmates are closely monitored. Staff relayed that supervisors conduct rounds every 15 minutes and inmates have access to call buttons in their cells if needed for emergencies.

The entire segregation area was extremely clean and did not present any structural or sanitation problems. The area remained fairly quiet, with inmates appearing to be calm and content. This was an indication that staff members are responsive to inmate questions or problems. The Warden relayed that he makes weekly rounds and communicates with the inmates.

Staff relayed that they recently had an influx of Protective Control requests and transferred seven or eight inmates to Pickaway Correctional Institution. They also reportedly placed eight inmates in segregation under Security Threat Group investigation.

Facility staff interacted with inmates and addressed concerns on-site. They later explained that they typically let inmates out of Local Control if they go ticket free for 30 days. Staff also relayed that they try to talk with inmates who refuse to lock in population for safety reasons to determine the problem. It was mentioned that inmates who act out in an effort to get a quick transfer will not be rewarded with a transfer. However, staff expressed that they do try to transfer those who reach the 90 day mark in Local Control.

The outside recreation area included very high concrete walls with a caged top, a basketball hoop and a pull up bar. There were four outside recreation areas and inmates can recreate with their cellie. The indoor recreation rooms were empty, but staff explained that they have an exercise wheel and a ball that can be brought in for the inmates. They can also get a typewriter for their legal work. A book cart was later observed in the segregation control room, which also displayed a recreation schedule as depicted in the following table.

Table 11. Segregation Recreation Schedule

Range/Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
C-Range	Outdoor	None	Indoor	Outdoor	Indoor	None	Outdoor
B-Range	Outdoor	None	Indoor	None	Outdoor	Indoor	Outdoor
A-Range	Outdoor	None	Outdoor	None	Indoor	Outdoor	Indoor

Segregation (B-Range Disciplinary Control)

The Disciplinary Control (DC) unit was similar to the Local Control unit and did not show any signs of neglect or needed attention. The visibility in some cells throughout both ranges was limited due to shampoo bottles and other objects blocking the small windows. Staff stated that inmates like to place their shampoo bottles and other things on the ledges, but they do not permit this practice and they address it when it occurs.

Facility staff relayed that there is good staff communication with the inmates, including information sharing, which is the reason why segregation is quiet.

***GOOD ORDER-RULES: EXPECTATIONS QUESTIONS AND RESPONSE FROM
LAKE ERIE CORRECTIONAL INSTITUTION***

1. Are local rules and routines publicized prominently throughout all residential and communal areas?

Yes, all changes are posted in secured bulletin boards prior to implementation. For example, tobacco free initiative March 2009.

- a. Are rules and routines posted/distributed on units/blocks/dorms?
All housing units have copies of the inmate handbook available for inmate review.
 - b. Are they accessible to those with language and literacy needs?
Yes, Spanish handbooks are available in all housing units and the institutional library.
2. Are rules and routines applied openly, fairly and consistently, with no discrimination?
Yes
 3. Does staff use only the level of authority necessary to ensure a prisoner's compliance with the rules? **Yes. Progressive discipline is utilized to ensure compliance with institutional rules.**
 4. When rules are breached, does staff take time to explain how and why to the prisoner concerned? **Yes, inmates are notified of their conduct reports and provided an opportunity to present a defense during the disciplinary process.**
 5. When decisions are conveyed to prisoners, are appeal arrangements explained and made available? **Yes**

Recreation

Available outdoor facilities included, but were not limited to a sand volleyball court, a bocce ball court, a softball/baseball diamond, a basketball court, a paved track, horseshoes, as well as pull up and dip bars. They also had several benches and picnic tables throughout the recreation yard. Numerous inmates were observed engaging in multiple activities.

The indoor recreation building was also very impressive. It contained a full basketball court and a fitness center, which had exercise bikes and weight machines. Inmates were observed playing an organized basketball game complete with scrimmage vests, a scoreboard, and a referee. Professional sports themed wall murals were painted by inmate artists, adding to the facility's atmosphere. Referees are paid 50 cents per game, and also work full time in food services, recreation, visiting and other areas.

It appeared as though they have an odd/even number system about who can use the equipment on a particular day. Staff stated that inmates can only wear recreation clothing to/from and during recreation.

**QUESTIONS AND RESPONSES TO CORRECTIONAL FAITH-BASED INITIATIVES
TASK FORCE RECOMMENDATIONS**

Infrastructure

1. Is DRC/DYS being encouraged, wherever practical, to use faith-based and community programs that address documented criminogenic needs? How? By whom?

(Re-entry) Yes.

(Chaplain) Yes. By using faith-based and community programs that address men's relationship to God, to their families and community. By addressing educational needs that might exist (schooling, vocational, college classes, biblical studies, family programs and community programs). As a team LaECI is addressing these needs through all of our programs.

- a. Is DRC/DYS in conjunction with the Governor's Office of Faith-Based and Community Initiatives, making available to the faith community, examples of evidence-based programming shown to impact offenders' lives? What examples? How are they being made available?

(Chaplain) The completion rate of offenders in our faith-based programs as well as our community based programs and the number of offenders that participate in these programs. They are being made available through out programs such as time management, family and community values, writing life objectives and re-entry training, (re-entry programs to meet the mental, social, spiritual and physical needs through programs that are available to the offender upon his release.

- b. Is information being used and disseminated to faith-based and community organizations so that they provide programs that are evidence based and can truly impact the lives of ex-offenders and their families?

(Chaplain) Information is being used and disseminated to the faith-based community by inviting the community to be a part of our programs, training, education and religious services. By inviting institutional tours to faith-based and community organizations, public communications by ways of radio, invitations to speak in the community and in local newspapers.

- c. What is in place to ensure that the recommendation is implemented?

(Chaplain) Monthly and quarterly reports and statistics to monitor growth, participation, completion and ongoing evaluations of the needs of the offender, family and community.

- d. What methods of program evaluation are being explored to further document program success? What methods are in place?

(Chaplain) Grading system, certificates earned programs, standards to be met to enter the program and program graduations. Also, developing mentor programs in our faith-based participation at LaECI and family participation programs being developed at our institution with offenders and their families.

2. Is the DRC/DYS Director working with wardens/superintendents to develop programs that will facilitate a cultural change in institutions to encourage collaboration with faith-based and community service providers? How? What programs have been developed?

Yes. Volunteer Organizations. Wings, Prison Fellowship, Impact World Tour, Second Chance, Time To Go Home, etc.

- a. Is the culture within the institution continuing to evolve to encourage community volunteers? Explain. **(Blank)**
 - b. How is the warden/superintendent supporting and encouraging a cultural shift and institutional change as a day-to-day practice to encourage community volunteers? **(Blank)**
 - c. How is the DRC/DYS administration working with wardens/superintendents to collaboratively develop protocols that will proactively assist with changing the culture? **(Blank)**
 - d. Have such protocols been developed? **(Blank)**
 - e. What are they? **(Blank)**
 - f. Have policies been reviewed to determine if they might inhibit use of community volunteers, and have necessary changes been made accordingly? **(Blank)**
 - g. What policies have been reviewed? By whom? **(Blank)**
 - h. What policies have been changed so that they do not inhibit use of community volunteers? **(Blank)**
3. Has DRC/DYS developed a marketing plan to assist in recruiting volunteers from the community and faith-based institutions?

Yes.

(Chaplain) Yes. Religious programs such as finding a home-based church support from a faith-based community, will help faith-based mentoring of offenders. Offenders will teach other offenders self-discipline, values, time management, honesty and transparency. Programs that are needed are mentorship programs with business owners, potential employers, community churches, housing guidance, community support groups that are consistently developing and actually meeting the needs of the offender and his family. We need programs that invite the family member into the offenders programs so that they work together to create a successful family relationship of unity, love, support and rebuilding their family relationships. Programs involving the family unit that come to the institution will be a part of the faith-based and community programs.

- a. Does the plan discuss educating volunteers about the justice system?
(Re-entry) This institution holds a four hour volunteer training to educate volunteers about the justice system.
 - b. Is there a need to increase programming for incarcerated offenders to improve the likelihood they will be reintegrated into the community successfully upon release from prison?
(Re-entry) What we need to do is develop community programs that improve the likelihood of successful re-integration. Mentoring programs would help.
 - c. Is the faith community being encouraged to volunteer to provide programs and services to assist offenders in both the institutions and the community? **(Blank)**
 - d. Has a marketing plan been developed to overcome the public's misperceptions of offenders? **(Blank)**
 - e. Has DRC developed an educational program to motivate the faith community to get involved in volunteering, including a video to educate volunteer groups about offenders and their needs in institutions?
(Chaplain) I don't know if it is already developed, but it is certainly something that is needed. I would gladly participate in the development of that program.
 - f. Is information provided on how individuals and groups can volunteer in the prisons?
(Blank)
 - g. Does the marketing campaign include information on the needs of the adult/youthful offenders, information on how the justice system works, and information on the different ways to volunteer? **(Blank)**
4. Has DRC/DYS developed a standard training program for staff, volunteers, and the community to facilitate working in institutions together? **(Blank)**
- a. Does the program include information on: **Yes**
 - Ethics of working with offenders? **(Blank)**
 - Confidentiality issues? **(Blank)**
 - Ensuring safety and security of volunteers? **(Blank)**
 - Working with volunteers? **(Blank)**
 - Rules and regulations for volunteers? **(Blank)**

- b. Does the program include information to volunteers on the security requirements for the institution, why the requirements are in place, and how to properly work with offenders?
(Blank)
 - c. Has a standardized training program been developed for volunteers to facilitate their work in institutions? **Yes**
 - d. Has DRC/DYS established an orientation program for volunteers, held at preset intervals to allow community organizations to plan for the training as part of their program planning? **Yes**
5. Has Ohio law been revised to remove unnecessary and unreasonable collateral sanctions that inhibit offenders' successful reentry?
(Re-entry) No. Some barriers still exist. For example some individuals say the process of orientation in the halfway house does not permit those who have job prospects to get employment immediately. There is a 10 day orientation that doesn't permit them to leave the halfway house. In December 2008, the Ohio General Assembly passed an historic piece of reentry legislation, House Bill 130. HB 130 offers a framework for a long-term investment in the state's economy by addressing legal and other barriers to employment for people released from prison. A key component of the bill is the removal of non-relevant prohibitions or collateral sanctions to employment. The legislation states that a felony conviction does not by itself constitute grounds for denying employment. Other important provisions include the authorization for reentry courts, and procedures for facilitating access to obtaining valid forms of identification upon release. Finally, the legislation calls for the formation of an Ex-Offender Reentry Coalition that will serve as a guiding hub for expanding and improving reentry efforts across state and local agencies and communities. The Coalition's overriding goals are to reintegrate offenders into society, reduce recidivism, and maintain public safety. The Coalition is committed to the recidivism reduction of 50% over a five year period. A baseline recidivism rate will establish as a benchmark for subsequent follow-up under the required periods for reporting on accomplishments and results. The Reentry Coalition will accomplish these goals by facilitating offenders' successful transition and reintegration to neighborhoods across the state. Working together in a collective fashion, its member agencies will be positioned to draw on human and social capital form many sources, as well as target the impact of incarceration now and on future generations of Ohio citizens and families. The collaborations established with the Reentry Coalition support will enable state and local agencies to become proactive rather than reactive in their approach to offender treatment, service delivery, and public safety. These investments made at all levels of government and through vibrant community partnerships will create opportunities and dividends for offenders, families, victims, and neighborhoods across the state. The membership of Reentry Coalition is comprised of both statutory and at-large members. Additionally, representatives from community-based organizations, service providers, local governments, and individuals interested or involved in the reentry of offenders shall be invited to participate in Coalition meetings and consulted by the Reentry Coalition during the course of its

work. The Director of the ODRC or the Director's designee shall serve as the Chairperson of the Ohio Offender Reentry Coalition.

6. What improvements have been made regarding communication about programs and services between:
- Staff and volunteers? **Recruitment**
 - Staff and the community? **Open Forums**
 - Other parts of the criminal justice system and the community? **Open Forums**
- a. What improvements have been made in effectively communicating among staff within the facilities, as well as with the community? **(Blank)**
- b. Has an improved communication mechanism been developed in order to ensure these efforts? **(Blank)**
- c. Has the system been developed collaboratively with staff and volunteers to address observed problems? **(Blank)**

Alternatives to Incarceration

7. Has the statute been revised to increase judicial use of community options for non-violent offenders so prison space can be reserved for violent offenders?
- We continue to work towards passage of Senate Bill 22 which would accomplish a number of sentencing reforms to attempt to free up space for violent offenders as you have indicated. The bill has passed the Senate Judiciary Committee and is awaiting passage by the full Senate. We are hoping that the House will begin hearings on this bill, or a similar companion bill when they return to session in the fall. We will update staff (and inmates) as further developments occur.**
- a. Working with faith-based and community service providers, have programs been developed in the community to effectively provide treatment while protecting public safety?
- (Re-entry) Goodwill Industries is developing the Citizen's Circle Group.**
- (Chaplain) From my perspective I would say yes, through services such as halfway housing, vocational training, educational, family service programs, counseling, addiction abuse programs and health services provided by both faith based and community service providers.**
- b. Has the Ohio Criminal Sentencing Commission reviewed additional options to encourage judges to use these community options rather than sending non-violent offenders to limited prison space? **(Blank)**

- c. Have local probation departments prepared a listing of community options currently available for judicial use? **(Blank)**
 - d. Have faith-based and community programs contacted local probation departments through the Juvenile Court, Common Pleas Court, and Municipal Courts to inform them of programs and services available? Explain. **(Blank)**
8. Are faith-based and community programs being encouraged to supplement existing community and diversionary programs for offenders and to provide services that are not currently available? How?
- DRC is currently working with GOCFBI and the community to establish programs of this magnitude, i.e. Ohio Benefits Bank.**
- a. Is DRC/DYS working with community organizations and probation departments to expand services available for offenders? How? **(Blank)**
 - b. Has a community model been created that will help meet the basic needs of offenders within the community? Is it being created? Explain.
(Re-entry) The Citizen's Circle Group has been created through the Goodwill Industries. The mission of that group is to support and empower the individual by addressing needs to enhance the quality of life for the participants and their community.
9. Has DRC/DYS taken a more active role in linking with the faith-based community to develop programs to meet the gaps in services to adult and juvenile offenders? How?
- (Chaplain) From the Chaplain's perspective I am taking an active role in developing offender and family participation programs and community mentorship programs (faith-based community participation, churches, social programs, potential employers and active family participation in programs at the institution with the offender). This would involve counseling for the offender, the spouse, and children at the institution.**
- a. Has DRC/DYS reviewed current grant or subsidy programs to determine eligibility for faith community programs, in order to increase the number of faith-based and community programs available to judges for sentencing? **(Blank)**
 - b. Following identification of funding sources, is DRC/DYS actively working with the Governor's Office of Faith-Based and Community Initiatives to provide information to these organizations on funding availability? How? What is in place? **(Blank)**
 - c. Is the Governor's Office of Faith-Based and Community Initiatives providing technical assistance to the faith community to assist them in developing competitive applications for state and federal funding? **(Blank)**
10. Has DRC/DYS, and Job and Family Services expanded efforts in partnership to work with employment centers and the faith community to increase practical employment opportunities for offenders in the community? Explain. **(Re-entry) Yes. Through our Job Fair.**

- a. Has a job placement program been implemented?
(Re-entry) Steps have been made to implement this connection with job placement agencies. Jobs and Family services prepare them for employment and attempts to connect them with employers willing to hire ex-offenders.
- b. Does it provide:
- Information on job fairs to ex-offenders? **(Re-entry) Yes**
 - Education of businesses/employers on the benefits of hiring ex-offenders?
(Re-entry) Yes. We've met with eight employers to discuss this.
 - Incentives for employers to hire ex-offenders (i.e., tax breaks)?
(Re-entry) Yes. Work opportunity tax credit.
 - Increased involvement of faith-based and community groups? **(Blank)**
- c. Is there collaboration between the DYS, DRC and Job and Family Services who started the employment centers in Ohio? In what way?
(Re-entry) Yes. Jobs and Family Service's Maureen Motley goes into prison – Youth Outreach program each month.
- d. Has a program been implemented with the goal to get jobs for offenders upon release, and also to match them up with jobs of interest to the offenders, specifically ones at higher wages and skill levels, if possible? Explain?
(Re-entry) (Ohio Means Jobs) The re-entry program works to educate on job readiness skills and posts the resumes on the Ohio Means Jobs website.
- e. Has the DRC Omnibus Reentry legislation been enacted to reduce unnecessary sanctions in the law and thus made training more relevant? **(Blank)**

Institutional Programming

- 11.** Is DRC/DYS working with the faith community and faith volunteers to develop and expand programs within the institutions? **Recruitment of volunteers.**
- a. Do current programs include the following? Are they being developed? Are they being expanded? **(Re-entry) This is being done through the Chaplain.**
- Life skills? **Already developed and included in current programs.**
 - Financial management and budgeting? **Already developed and included in current programs.**
 - Personal hygiene? **Addressed in Life Skills program.**

- Family programs including:
 - o Family and community-based orientation? **(Blank)**
 - o Family mediation? **(Blank)**
 - o Family education and orientation program? **(Blank)**
 - o Transportation and video conferencing for visitation? **(Blank)**
 - o Parenting? **Already developed and is expanding.**
- b. Dynamic risk factors that impact offender behavior and risk of reoffending include: antisocial personality, companions, interpersonal conflict, social achievement, substance abuse, and criminogenic needs. Treatment programs can influence and change offender behavior during the time they are in an institution. Programs that address criminogenic needs are programs designed to change offender attitudes, cognitions, behavior toward authority, employment instability, education, housing, and leisure time.
We are working to establish programs. One already established program Re-entry Preparation Program is established through the Community Action Agency and LaECI.
- Is DRC/DYS working proactively with faith-based and community groups in the development of programs that will meet the criminogenic needs of offenders in institutions? How? **(Blank)**
- c. Have specific life skills programs been developed in the following areas?
- Budgeting? **Yes, financial Peace.**
 - Parenting? **Yes, Responsible Family Life Skills.**
 - Job searches? **Yes, Re-entry. Education Multi Media also addressed this need and Life Skills addressed this need.**
 - Anger management? **Mental Health has an Anger Management program.**
 - Appropriate leisure-time activities? **Yes, Recreation addressed this need as well as the library.**
- d. Is emphasis centered on using a mentor-type relationship for such training?
(Re-entry) – With Community Action we have a program (New Hope) that follows and encourages the successful Re-entry of ex-offenders. Ex-offenders are educated and walked through the job readiness training. They are also provided subsidized housing and there is a “transitional control” program that helps reintegrate ex-

offenders by helping them with searching for employment and connecting them with housing and community treatment services (work furlough).

- e. Has legislation created a new community-based reorientation program whereby non-violent offenders could be released to the community up to 30 days prior to the expiration of their sentence to arrange for suitable employment, housing, treatment services, etc.?

(Blank)

- f. Have video-conferencing opportunities for the families, particularly children of offenders, been expanded? Are they used as an incentive program?

(Re-entry) The only video conferencing we use is for employment (P.R.O.S. and S.T.R.I.V.E.) None of our programs address this issue.

- g. Do volunteers facilitate the improvement of family relations through coaching in basic relational skills or involvement in family mediation programs?

(Re-entry) One program is being created to address Fatherhood initiatives. Moreover, the Re-entry program has volunteers that coach in basic relational skills. Jobs and Family Services contribute through their child support, job readiness, offender job linkage and Medicaid and Medicare educational seminars.

12. Has DRC/DYS expanded partnerships with national organizations including faith-based and community organizations to provide programming in state institutions? Explain.

Yes

(Re-entry) Catholic Charities provide programming that educate on how to become home owners and how to manage debt and credit. Community Action, APA and Jobs and Family Services provide programming.

- a. Does DRC/DYS have a stated plan for the extent of their involvement in prison programming that specifies any limitations seen as necessary? What is it?

The only specification is that they not form personal relationships.

13. Does DRC/DYS involve the faith community when appropriate, in the development of release plans for the offender that flow from the institution to community reentry? Explain.

Only upon the request of the offender.

(Re-entry) Several Faith Based Programs participate in NORC. These programs will visit institutions educating offenders about the community resources that are available to them upon release.

- a. Are community actors and organizations a part of reentry planning for those offenders who will shortly be returning home? Explain.

(Re-entry) Yes. The institution's Re-entry Coordinator has partnered with local Jobs Source, KSU, Jobs and Family Service, Community Action Agency, Catholic Charities, Samaritan House and Goodwill Industries to aid in the transition from prison to community. In other countries we have partnerships with Northeast Ohio

Re-entry Coalition for Re-entry planning. In Cuyahoga County all the organizations provide follow-up. They are Ultimate Auto care Technical Institution, Nubian Link, Leanquest, Cleveland Eastside Ex-Offender Coalition, Goodwill Industries, Oriana House Transitions Program, Tri-C University, Cuyahoga Co Jobs and Family Services, Humanda DP, Cuyahoga County Fatherhood Initiative. In addition, Community Action has follow-up and they do so by handing out needs forms during R.E.P. program that assess the needs of individuals and make referrals based on those needs.

- b. The best ideas and programs will serve no purpose in helping offenders live out productive lives after their release if there is no effective community follow-through. Is there effective community follow-through? **(Blank)**
- c. Is there a mentorship program for offenders at your facility? **(Re-entry) Yes. New Hope through Community Action.**

(Chaplain) I am trying to develop a faith based mentorship program such as offender with offender and community mentors, potential employers and faith based counseling. Also, participation of family members in programs at LaECI.

- d. Are faith-based and community volunteer groups actively developing such a program for participation by offenders at your facility? Explain.
(Re-entry) Community Action Agency volunteers walk the offender through the first six months of release helping them through every step of finding housing employment and available resources.

(Chaplain) Yes. We are currently developing offender with offender mentorship programs and community mentors.

Reentry Programming

14. Have methods been developed to increase and encourage the involvement of the faith community in various reentry efforts, and to encourage collaboration among faith groups? What are they?

(Re-entry) Re-entry Coordinator has spoke to some Community Faith Based Programs about the Re-entry effort. A meeting with some Community Faith Based Leaders is forthcoming.

- a. What has been done to make the faith community aware of programs and training for the faith community's involvement?
This will be addressed in the meeting with the Faith Community.
- b. What has been done to create awareness among the faith community of the needs of ex-offenders and the avenues to get involved?
We will address the needs of ex-offenders and brainstorm about resources and capabilities of addressing those needs.

- c. What effort has been made to inform the faith community of the needs of ex-offenders and volunteer opportunities available? **(Blank)**
 - d. Have leaders among the faith community been identified? How? When? **(Blank)**
 - e. Have staff been used to accomplish this, using existing organizations, groups and established relationships? Explain.
Yes, Re-entry Coordinator works with Community Program leaders to connect inmates to resources that address their needs.
 - f. Has this educational opportunity been extended to faith groups of all kinds?
This will be addressed in the forthcoming meeting.
 - g. Has an easily visible section been added to the DRC (or DYS) web site for the faith community that identifies different programming opportunities for volunteers? **(Blank)**
 - h. Does the section contain volunteer opportunities linked to specific communities in Ohio, including contact information for volunteer coordination within each department or institution as needed? **(Blank)**
15. Are offenders informed of various housing options before leaving prison or immediately upon release? How is this done?
(Re-entry) Yes. The Re-entry Coordinator has partnered with various agencies and shelters to address housing issues. The agencies volunteer to come into the institution to talk to inmates about the programs.
- a. Although the offender is no longer in prison, he/she is still subject to housing restrictions due to the crime committed (i.e. sex offenders), which creates more difficult circumstances and specialized needs. Are seminars, with free legal or consultation services provided, along with increased involvement of the faith community?
Catholic Services and Hiawatha Church – These services and seminars are provided through the Release Prep Program. Re-entry Coordinator has been working with some Faith Based persons to establish housing.
 - b. Is legal advice in these situations available? Have partnerships been formed with local law schools to achieve this end? **(Blank)**
 - c. Are presentations by the federal Department of Housing and Urban Development provided to ex-offenders to provide information on their options upon leaving prison, and knowing how to navigate through the many restrictions placed on them?
Catholic Charities has a housing program that comes into the institution to educate inmates about debt and credit and how to purchase their own home through HUD.

- d. How has DRC/DYS made better use of existing federal programs that aim to address the issue of housing?

We attempt to partner with all known programs that address issues of housing. “New Hope” through community action is one such program that provides up to six (6) months of rent and help with utilities regardless of a felony conviction.

16. Has DRC/DYS partnered with grassroots and community organizations in an educational effort towards the general public aimed at decreasing the negative stigma of ex-offenders and making the public aware of the needs involved in the process of reentry? What has been accomplished and how?

(Re-entry) We are working to accomplish this with the help of the Warden and Deputy Wardens and Ashtabula County Community Action Agency.

- a. What educational efforts have been made to:

Mentioned in Re-entry Coordinator’s article in Star Beacon. Met with some organizations to discuss this issue.

1. Assure the public that their best interest is at hand, that public safety is not at risk, but will improve with these efforts, and to **(Blank)**
2. Inform the public of the many needs of ex-offenders to help them transition successfully back into society? **(Blank)**

- b. Are grassroots agencies and advocacy groups being made aware of and sold on this effort, so that they can help to market the increased public safety and reduced criminal justice costs associated with effective offender reentry? How?

We are working to accomplish this. Discussions pertaining to offender re-entry are ongoing. Those grassroots agencies and advocacy groups are brainstorming ways to reduce recidivism and remove some barriers to successful offender re-entry.