

CORRECTIONAL INSTITUTION INSPECTION COMMITTEE

REPORT ON THE INSPECTION AND EVALUATION OF

MARION CORRECTIONAL INSTITUTION

Prepared and Submitted by
CIIC Staff

September 30, 2008

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

INSPECTION PROFILE

Inspection Date: July 14, 2008

Type of Inspection: Unannounced

CIIC Member and Staff Present: Representative Matt Huffman
Adam Jackson, CIIC Inspector
Carol Robison, CIIC Inspector

Facility Staff Present: Deputy Warden of Administration
Deputy Warden of Operations
Major
Institutional Inspector

AREAS AND ACTIVITIES INCLUDED IN INSPECTION

Entrance	Food Service	MCI Camp
Pre-Inspection Meeting	Meal Period	MCI Farm
Education	Medical Services	MCI Power House
Computer Lab	Mental Health Services	Commissary
PNN/Lifeline/GPS Programs	Dental Clinic	Recreation
Library	Visitation Area	Exit Meeting
Housing Units		

BRIEF INSPECTION SUMMARY

On July 15, 2008, the CIIC Director provided a brief summary of the inspection to the Ohio Department of Rehabilitation and Correction Assistant Director. Excerpts of that summary are provided below:

The Warden was not present on the day of the Inspection. However, the MCI staff were very accommodating during the inspection. The MCI staff made the CIIC feel very welcomed and appreciated. The facility was clean and orderly. The programs continue to be impressive. The morale of staff appeared to be good. While inmate morale was also described as good, inmates relayed concerns about commissary prices and problems celling a young inmate with an older inmate due to generational or maturity issues.

The inspection began and progressed throughout the day in a positive manner. Administrative staff members were obliging, helpful, informative, and willing to

provide access to the entire institution, including the camp and farm. The MCI Camp and farm, as well as notable programs, contribute to create the MCI distinction.

One of the noteworthy programs offered by the Marion Correctional Institution is the Prison News Network (PNN). Not only does the PNN program have a unique historical background, it is a program under growth and development. According to MCI staff, PNN currently provides video presentations, announcements, and some programming that can be seen throughout the institution. The network also produces instructional videos for the DRC and video programming for local agencies as part of their community services projects. MCI staff relayed that the PNN program is currently expanding to a new location that is three times its current size. According to staff, the expansion of the program will allow the DRC to use PNN for announcements, and programming that can be shown statewide in addition to the services made exclusively available to MCI inmates.

The Horizon program, known as “one dorm,” and the Growth Potential and Self-Awareness program or GPS are positive aspects of the institution. According to institution staff, the Horizon program is a religious merit dorm that allows inmates to develop life-changing skills through spirituality. There was a quiet presence among inmates living in the unit. The openness of inmates voicing their commitment to the program was noted. During the inspection, inmates involved in the Horizon program were enthusiastic as they openly discussed issues that continue to affect their lives. The GPS program provides inmates an opportunity to interact with other inmates, which assists in the development of their communication skills and interpersonal awareness.

In addition to the PNN, Horizon, and the GPS programs, the Lifeline Re-Entry program, the Digital Arts program, and the Marion Correctional Institution Camp and Farm were observed.

There was no interactive tension between staff and inmates. During the inspection, inmates proceeded to their designated areas in an orderly fashion. Some inmates spoke to the administrative staff as they walked through the hallway. The observable demeanor of staff toward inmates gave the appearance that staff members make daily rounds to inmates and encourage open communication, which contributes toward establishing a comparatively greater staff awareness of inmate concerns that need to be addressed immediately.

During the inspection, communication with inmates predominantly occurred in three areas: on units, during the lunch meal period, and as inmates were engaged in their programs or classes. The substance of inmate dialogue is summarized within the sections of this report that cover the areas of the institution where the conversations occurred.

FACILITY PROFILE

The ODRC website provides the following mission statement for the Marion Correctional Institution:

The Marion Correctional Institution mission is to provide a safe, secure, and humane environment for staff, inmates and the community. In addition we will promote professionalism among employees and provide quality services to inmates. In order to prepare inmates for a successful return to the community, innovative programs will be made available.

According to the ODRC website, the Marion Correctional Institution opened in 1954 and operates on 1,032 acres.

STAFF DATA

According to information provided by staff, as of August 1, 2008 there were 469 staff members at the Marion Correctional Institution. *As seen below, there were 347 or 74 percent male staff members and 122 or 26 percent female staff members. Of the male staff members, 316 or 91 percent were Caucasian, 24 or seven percent were African American, five or 1.5 percent were Hispanic, and two or .5 percent were considered 'Other.' Of the female employees, 105 or 86 percent were Caucasian, and 17 or 14 percent were African American.*

Table 1. Racial Breakdown of Male Staff at the Marion Correctional Institution, with Number and Percent, as of July 14, 2008

Race of Male Staff	Number of Male Staff	Percent
Caucasian	316	91.0 %
African American	24	7.0
Hispanic	5	1.5
Other	2	0.5
TOTAL	347	100.0 %

Table 2. Racial Breakdown of Female Staff at the Marion Correctional Institution, with Number and Percent, as of July 14, 2008

Race of Female Staff	Number of Female Staff	Percent
Caucasian	105	86.0 %
African American	17	14.0
TOTAL	122	100.0 %

Funded Staff Positions

Administrative staff at Marion Correctional Institution provided data as of August 19, 2008, for funded staff positions, as shown in the following table by positions authorized, filled, and vacant.

Table 3. Number and Type of Authorized, Filled, and Vacant Staff Positions as of August 19, 2008 at the Marion Correctional Institution

Institution Operations	Authorized	Filled	Vacant
Administration	32	28	4
Facility Maintenance	23	21	2
Support Services	10	8	2
Security	26	25	1
Unit Management	32	29	3
TOTAL OPERATIONS	123	111	12
Programs			
Programs	Authorized	Filled	Vacant
Recovery Services	3	2	1
Recovery Services (4D4)	2	2	0
Education (4D4)	8	7	1
Education (1FED)	8	7	1
Medical	26	20	6
TOTAL PROGRAMMING	47	38	9
Other			
Other	Authorized	Filled	Vacant
Mental Health	10	9	1
Food/Farm	29	28	1
OPI	10	8	2
TOTAL OTHER	49	45	4
Correction Officers			
Correction Officers	Authorized	Filled	Vacant
TOTAL COs	298	277	21
Total Authorized Staffing Level			
	517		
Total Positions Filled			
	471		
Total Vacant			
	46		

INMATE DATA

According to information received from the administrative staff on July 14, 2008, the Marion Correctional Institution serves as prison for a total of 2,257 inmates. The racial distribution of inmates on that date was 1,210 or 53.6 percent Black, 1,030 or 45.6 percent White, eight or .4 percent 'Other,' five or .2 percent Native American, and four or .2 percent were Asian.

The average age of Marion Correctional Institution inmates has been 42.4 years. The average age, however, continues to increase. The oldest inmate is reportedly 87 years of age and the youngest inmate reportedly is 19 years of age. On the date of the inspection, there were reportedly 1,916 inmates at the main institution and 341 inmates at the Marion Correctional Camp, comprising the total population of 2,257 inmates. The inmate racial distribution is shown in the following table.

Table 4. Racial Breakdown of Inmates at the Marion Correctional Institution on July 14, 2008 with Number and Percent

Race	Number of Inmates	Percent
Black	1,210	53.6 %
White	1,030	45.6
Other	8	.4
Native American	5	.2
Asian	4	.2
TOTAL	2257	100 %

According to information received from the administrative staff, the Marion Correctional Institution Camp reportedly held 341 inmates or 15 percent of the total MCI population. Of those inmates, 209 or 61.3 percent were Black, 129 percent or 37.8 percent were White, two or .6 percent were Native American, and one or .3 percent was considered to be 'Other.'

Table 5. Racial Breakdown of Inmates at the Marion Correctional Camp on July 14, 2008 with Number and Percent

Race of Inmates	Number of Inmates	Percent
Black	209	61.3 %
White	129	37.8 %
Native American	2	.6 %
Other	1	.3 %
TOTAL	341	100 %

USE OF FORCE

Institutions submit monthly ‘racial breakdown and use of force’ data to their central office and to the Correctional Institution Inspection Committee. *According to the monthly report on racial breakdown and use of force from Marion Correctional Institution for the month of July 2008, there were 13 incidents in which use of force was used. Seven incidents involved black inmates and six incidents involved white inmates. None of the use of force incidents were assigned to the Use of Force Committee and all incidents for the month were logged in the “No Further Action Required” category.*

Use of force incidents may vary from month to month within any institution. The following table displays Marion Correctional Institution’s history of use of force incidents for the period July 2007 through July 2008, which constitutes a consecutive twelve-month timeframe within the 127th General Assembly.

Table 6. Number of Use of Force Incidents from July 2007 through July 2008 with Breakdown by Month and by Race of Inmate at the Marion Correctional Institution

Use of Force Incidents per Month	Black	White	Other	Total
July 2007	7	3	0	10
August 2007	3	2	0	5
September 2007	5	4	0	9
October 2007	2	0	0	2
November 2007	13	9	0	22
December 2007	4	6	0	10
January 2008	11	2	0	13
February 2008	2	3	0	5
March 2008	3	3	0	6
April 2008	3	0	0	3
May 2008	2	0	0	2
June 2008	3	3	0	6
July 2008	7	6	0	13
TOTAL (July 2007 – July 2008)	65	41	0	106
Percent	61.3%	38.7%	0%	100%

During the July 2007 through July 2008 period, 89 reports of Use of Force, comprising 84 percent, were determined to require “No Further Action.” During the same period, nine reports of use of force were under investigation. The nine reports were either completed, or not completed and extended for additional investigation.

During the inspection at Marion Correctional Institution, administrative staff relayed that reports of use of force to the Institutional Inspector predominantly

occur with incidents associated with the 'second shift.' This is consistent with reports from other institutions as well.

CIIC DATABASE: CONTACTS AND CONCERNS

The Correctional Institution Inspection Committee receives and documents contacts and concerns from inmates, staff, and others regarding the prisons. *During the period from January 1, 2007 to August 7, 2008, which constitutes the first 18 months of the biennium of the current 127th General Assembly, the CIIC documented 3,204 system-wide contacts and 12,470 reported concerns.*

Of the 3,204 total contacts, 188 or about six percent of the contacts were regarding Marion Correctional Institution. Of the 12,470 concerns, 755 or six percent of the reported problems, issues or concerns were regarding the Marion Correctional Institution. The Marion Correctional Institution ranked third among all DRC institutions in the total number of contacts and concerns received.

By comparison, the Southern Ohio Correctional Facility had the highest number of contacts with 557, comprising 17 percent of all contacts during the same period. The Southern Ohio Correctional Facility also had the highest number of concerns with 2,393, comprising 19 percent of all reported concerns.

The North Central Correctional Institution ranked second in both categories with 194 contacts, comprising six percent of total contacts, and 843 reported concerns, comprising seven percent of the total concerns.

The following table provides the number of *contacts* received from January 1, 2007 to August 7, 2008 by CIIC system-wide with a breakdown by institution. A table is also provided on the number of *concerns* reported to CIIC system-wide with a breakdown by institution for the period January 1, 2007 to August 7, 2008.

In addition, a table is provided on the number of system-wide reported concerns by subject from the January 1, 2007 to August 7, 2008 period.

Lastly, a table is provided on the number and type of reported concerns received by the CIIC regarding *Marion Correctional Institution* in the same period.

**Table 7. Number of Contacts Received By CIIC with
Breakdown by Institution
January 1, 2007 to August 7, 2008**

INSTITUTION	NUMBER OF CONTACTS
Southern Ohio Correctional Facility	557
North Central Correctional Institution	194
Marion Correctional Institution	188
Warren Correctional Institution	176
Grafton Correctional Institution	156
Chillicothe Correctional Institution	152
Mansfield Correctional Institution	147
Allen Correctional Institution	144
Ross Correctional Institution	137
Lebanon Correctional Institution	132
Ohio State Penitentiary	129
Madison Correctional Institution	124
Lake Erie Correctional Institution	108
London Correctional Institution	102
Pickaway Correctional Institution	101
Toledo Correctional Institution	76
Trumbull Correctional Institution	76
Richland Correctional Institution	73
Ohio Reformatory for Women	72
Other	70
Noble Correctional Institution	59
Belmont Correctional Institution	42
Northeast Ohio Correctional Center	33
Hocking Correctional Facility	28
Oakwood Correctional Facility	24
Lorain Correctional Institution	22
Correctional Reception Center	21
Southeastern Correctional Institution	18
North Coast Correctional Treatment Facility	15
Corrections Medical Center	10
Northeast Pre Release Center	8
Franklin Pre Release Center	6
Dayton Correctional Institution	3
Montgomery Education and Pre Release Center	1
TOTAL	3,205

**Table 8. Number of Reported Concerns Received by the CIIC Regarding the Prisons with Breakdown by Institution
January 1, 2007 to August 7, 2008**

INSTITUTION	NUMBER OF CONCERNS
Southern Ohio Correctional Facility	2,393
North Central Correctional Institution	843
Marion Correctional Institution	755
Warren Correctional Institution	674
Allen Correctional Institution	649
Grafton Correctional Institution	605
Chillicothe Correctional Institution	530
Mansfield Correctional Institution	503
Ross Correctional Institution	501
Ohio State Penitentiary	497
Lebanon Correctional Institution	472
Madison Correctional Institution	441
Pickaway Correctional Institution	391
London Correctional Institution	378
Lake Erie Correctional Institution	361
Trumbull Correctional Institution	305
Ohio Reformatory for Women	285
Noble Correctional Institution	282
Toledo Correctional Institution	237
Other	219
Richland Correctional Institution	204
Belmont Correctional Institution	168
Northeast Ohio Correctional Center	160
Hocking Correctional Facility	109
Oakwood Correctional Facility	95
Lorain Correctional Institution	84
Correctional Reception Center	80
North Coast Correctional Treatment Facility	78
Southeastern Correctional Institution	55
Corrections Medical Center	47
Northeast Pre Release Center	32
Franklin Pre Release Center	26
Montgomery Education and Pre Release Center	7
Dayton Correctional Institution	5
TOTAL	12,471

**Table 9: Number of Reported Concerns System-Wide by Subject
January 1, 2007 to August 7, 2008**

TYPE of CONCERN	NUMBER of CONCERNS
Staff Accountability	1,755
Use of Force/ Inappropriate Supervision	1,687
Health Care	1,233
Inmate Grievance Procedure	1,053
Non-Grievable Matters	845
Institution Assignment	505
Other	493
Safety and Sanitation	418
Special Management Housing	402
Protective Control	381
Food Services	368
Personal Property	357
Facilities Maintenance	326
Discrimination	239
Housing Assignment	222
Mail/Packages	216
Security Classification	214
Psychological/Psychiatric	193
Inmate Account	187
Commissary	179
Visiting	176
Legal Services	165
Job Assignment	152
Recreation	120
Education/Vocational Training	103
Laundry/Quartermaster	90
Dental Care	82
Recovery Services	71
Library	59
Records	59
Religious Services	48
Telephone	47
Inmate Groups	26
TOTAL	12,471

Reported Concerns Regarding Marion Correctional Institution

The largest number of reported concerns regarding Marion Correctional Institution pertain to “Staff Accountability,” which includes:

- Access to staff,
- Staff failure to perform job duties,
- Staff failure to respond to communication, or
- Staff failure to follow policies.

According to the CIIC database, 97 concerns or 12.9 percent of the 755 reported concerns fell under this category.

The second highest number of reported concerns fell under the category of “Health Care Concerns” with 78 concerns, comprising 10.3 percent of the reported concerns. This category includes inmate concerns regarding:

- Access/delay in receiving medical care,
- Improper/inadequate medical care,
- Delay/denial of medication,
- Medical records,
- Eye glasses,
- Forced medical testing,
- Medical transfers,
- Prosthetic devices,
- Medical co-pay,
- Medical restrictions, and
- Medical aide/devices.

The third highest number of documented concerns is in regard to “Force/Supervision” with 72 concerns or 9.5 percent of the total concerns. This category includes concerns related to the following:

- Use of force with no report,
- Abusive language,
- Racial or ethnic slurs,
- Conduct report for no reason,
- Intimidation/threats from staff,
- Retaliation for filing grievance,
- Retaliation for filing lawsuit,
- Retaliation for voicing complaints,
- Privacy violations, and
- Other.

**Table 10. Number of Reported Concerns Received by CIIC Regarding
Marion Correctional Institution with Breakdown by Subject
January 1, 2007 to August 7, 2008**

TYPE of CONCERN	NUMBER of CONCERNS
Staff Accountability	97
Health Care	78
Use of Force/ Inappropriate Supervision	72
Inmate Grievance Procedure	70
Non-Grievable Matters	70
Safety and Sanitation	50
Special Management Housing	33
Food Services	24
Psychological/Psychiatric	23
Institution Assignment	22
Other	19
Personal Property	19
Mail/Packages	18
Job Assignment	17
Facilities Maintenance	16
Inmate Account	16
Discrimination	12
Security Classification	12
Legal Services	12
Commissary	11
Housing Assignment	10
Laundry/Quartermaster	9
Visiting	9
Education/Vocational Training	8
Library	6
Records	6
Recreation	5
Dental Care	4
Recovery Services	4
Religious Services	2
Inmate Groups	1
Protective Control	0
Telephone	0
TOTAL	755

INMATE GRIEVANCE PROCEDURE

The CIIC is statutorily required to inspect and evaluate prison operations, conditions and the grievance procedure.

Monthly reports are prepared at each institution regarding use of the inmate grievance procedure. *According to the MCI data, there were 233 total grievances filed by 146 inmates during the period January 2008 through May 2008. The data from MCI also shows that one inmate filed 15 of the 233 total grievances for the period.*

Grievance data from Marion Correctional Institution at the end of May 2008 was reviewed. There were *220 Informal Complaints filed during the month of May 2008.* According to Administrative Rule 5120-9-31 regarding the Inmate Grievance Procedure, the appropriate supervisor has seven calendar days to respond to informal complaints. *Monthly statistics from MCI show that 190 of the 220 informal complaints were answered. Of the 190 informal complaint responses, 19 were not answered within the required seven calendar days. The remaining 11 informal complaints had response dates that extended to the following month of June.*

The volume of grievances in various stages of review by the MCI Institutional Inspector for May 2008, was reported to be 85, with 35 on hand at the beginning of May and 50 new grievances received during May.

Data for May 2008, shows that 46 grievances were decided by the MCI Institutional Inspector. *Of those 46 grievances, 15 were granted (32.6%) and 31 were denied (67.4%).*

Of the 15 granted, in five grievance decisions, the problem was corrected, in six grievances the problem was noted with correction pending, and in four grievances, the problem was noted, with a report/recommendation to the Warden.

Of the 31 grievances that were denied, 12 were denied due to insufficient evidence to support the claim. Eight were denied due to no violation of rule, policy or law. Six were denied because staff action was a valid exercise of discretion. Five were denied because the grievance was not within the scope of the grievance procedure. None were denied for not being within the time limits, for failure to use the informal complaint procedure or for making a false claim.

The following table shows the subject of grievances filed in May 2008 at the Marion Correctional Institution as well as the outcome.

Table 11. Number, Subject and Outcome of Grievances filed at the Marion Correctional Institution in May 2008

CATEGORY	TYPE of GRIEVANCE	GRANTED	DENIED	SUB-TOTAL
Personal Property	Lost, damaged, confiscated by staff	4	4	
	Stolen or damaged by inmate	3	2	
	Lost or damaged during transfer	1	2	
	Denied permission to receive/possess	0	1	
	Subtotal Personal Property	8	9	17
Staff-Inmate Relations: Supervision	Unprofessional conduct	2	1	
	Other	0	3	
	Harassment	0	2	
	Retaliation for filing grievance	0	2	
	Intimidation/threats	0	1	
	Racial or ethnic slurs	0	1	
	Subtotal Staff-Inmate Relations: Supervision	2	10	12
Health Care	Delay or denial of medication	1	3	
	Access/delay in receiving medical care	1	0	
	Improper or inadequate medical care	0	1	
	Other	0	1	
	Subtotal Health Care	2	5	7
Staff-Inmate Relations: Other	Other	1	1	
	Failure to perform job duties	1	0	
	Subtotal	2	1	3
Food Services	Poor quality	0	2	
	Subtotal Food Services	0	2	2
Laundry/Quartermaster State Clothing and Bedding	Clothing lost or not returned	1	1	
	Subtotal Laundry/Quartermaster	1	1	2
Inmate Account (2 total)	State pay	0	1	
	Improper charge	0	1	
	Subtotal Inmate Account	0	2	2
Commissary (1 total)	Pricing	0	1	
	Subtotal Commissary	0	1	1
TOTAL GRIEVANCES		15	31	46
PERCENT		32.6%	67.4%	100%

STATUTORY REQUIREMENTS

ATTENDANCE AT GENERAL MEAL PERIOD

Per statute, CIIC inspections require attendance at a general meal period of the institution's general population. On the date of the inspection, the lunchtime meal was attended. *Inmates had a choice of soft burrito skins to make two fajitas, ground beef, refried beans or rice, chopped lettuce salad and dressing packet, spice cake, an orange, and juice or water. The ground beef was seasoned properly and seemed to meet favor with the inmates more than the refried beans and rice. The orange and salad were fresh and provided a nutritionally balanced compliment to the main entrée. Inmates indicated with appreciation that the cake was an uncommon pleasant component to the average lunch fare. All food was served at appropriately hot and cold temperatures.*

The juice and the water were served from plastic brown drink dispensers as opposed to the plastic bags that are used at some institutions. The meal was served on institutional trays and disposable plastic utensils were issued.

The demeanor of staff as well as inmates was pleasant and welcoming to the CIIC staff during the required meal period, with inmates willing to engage in conversations during the meal and relay some of their concerns even in the presence of staff.

ATTENDANCE AT REHABILITATIVE OR EDUCATIONAL PROGRAM

During the inspection, several rehabilitative or educational programs were observed. Inmates at the Marion institution have some specific program opportunities that are notably different from programs that may be available to inmates within other institutions. In particular, the Lifeline program, which is an information technology education driven program, and the Growth in Potential and Self-Awareness program have emerged as offering observably useful skills and knowledge to inmates who participate in those programs. Both the Lifeline program, which began in 2001 and was somewhat unique at that time, and a relatively new program known as Growth in Potential and Self-Awareness (GPS), have become popular among inmates. On the day of the inspection, CIIC observed the Lifeline - Information Technology group and Growth in Potential and Self-Awareness groups.

Lifeline

According to the on-site information presented by staff, *Lifeline* is a re-entry program that offers all offenders at the Marion Correctional Institution access to human and material resources in order to acquire vital and necessary re-entry skills. The targeted skills are those identified within the Seven Dynamic Domains of the Re-entry Accountability Planning process. Targeted skills have been determined as those that aid inmate transition and ultimately, inmate re-entry to a community. According to information provided by staff, *Lifeline's* vision is to be a safe, peaceful, and security-conscious environment where participants are

committed to their own learning and to supporting others as they learn. Lifeline offers learning opportunities to learn skills associated with Information Technology through modules such as Language for Understanding, for example.

According to the staff, the information technology (IT) program was originally developed as a response to the recognition that re-entering inmates need computer skills to be marketable in the workforce. *During the inspection, inmates were observed working quietly and diligently in the computer-training center. Inmates were being trained on Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft Power Point, Front Page, Adobe Illustrator, Adobe Photoshop, Adobe Premiere, Flash Pro 8, and Toon Boom 2.5 (animation software). Staff relayed that inmates can test with Microsoft to receive certification for their applications. Reportedly, the Microsoft Corporation grades the test to maintain a standardized, accurate, and accountable scoring system. Inmates also have the ability to learn English, French, and Spanish among the IT program options.*

According to staff, MCI has a total enrollment of 700 inmates in the Information Technology program, with 50 inmates permitted in the classroom at one time. Inmates are permitted to have two hours a week in the computer-training center. Staff relayed that inmates are also permitted to have extra time when a seat is available. The staff reported that lessons are self-taught through tutorials and self-help programs. Inmates are allowed to miss up to four classes. If an inmate misses more than four classes, they are dismissed from the program. Inmates can re-apply to the program two months after their dismissal. On the day of the inspection, staff relayed there is a current wait list of 60 inmates.

Growth in Potential and Self-Awareness (GPS)

The Growth in Potential and Self-Awareness group was also observed on the afternoon of the inspection. The group consisted of 19 inmates and two facilitators sitting in a circle. Within the group, activities are completed that prompt positive and constructive interactions among the inmates, promotion of interpersonal awareness, and the development of communication skills. GPS is a three-day program and is popular among inmates such that there is a wait list of two to seven months prior to admission. The program is offered once a month and inmates must apply to participate.

According to staff, the concept for GPS began with a program known as “Opening Doors.” Given certain constraints of Opening Doors, the GPS program was developed to allow for greater flexibility in the dynamics of the program delivery. *By providing a structured environment where inmates may talk to each other about their problems within the structure of the program and with the facilitation of the two leader-facilitators, it appears the Growth in Potential and Self-Awareness program provides some peer intervention that many of the inmates may never have previously experienced in a positive manner.*

According to information provided by staff at the inspection, the *Growth in Potential and Self-Awareness* program is comprised of four workshops, with some customization permitted to accommodate for differences among individual groups' energy, participation, honesty, and openness. A summary of the four workshops that comprise the GPS program was provided at the inspection and is shown in the following table.

**Table 12. Growth in Potential and Self-Awareness (GPS)
Program Workshops
Marion Correctional Institution**

<p>New Direction: Basic Skills</p>
<p>Intentionally builds a community where behavior change becomes the norm. Introduces skills for effective communication and conflict management in a safe environment. Participants spend three days (21 hours) learning skills, practicing conflict management, building trust and trustworthiness, understanding the power of thoughts and making good choices.</p>
<p>Stepping Up, Stepping Out</p>
<p>Provides an interactive environment where facilitation skills may be learned and practiced. Inmates train for three days (21 hours) training where participants apply newly learned facilitation skills in a small group of their peers. Feedback and constructive suggestions help inmates hone their strengths and recognize weaknesses.</p>
<p>Education is Everything: Monthly Continuing Education</p>
<p>Provides a regular opportunity to continue learning and to anchor knowledge, and implement skills. Gives facilitators a way to practice and improve their skills. <i>Education is Everything</i> is a monthly meeting, planned and lead by skilled facilitators. This is a time for new learning, sharing, practice, and support.</p>
<p>Workshops for Leaders: Management and Problem-Solving</p>
<p>Develops valuable leadership skills. Teaches effective management that can be applied in work environments and organizations. Workshop for Leaders is a three-day (21 hour) workshop, which focuses on the specific issues of leadership and management. Skills added at this level include delegation, running meetings, collaboration, and problem solving.</p>

The inmates followed a precise system for communicating among themselves and with the facilitator, so that a uniform respect among all participants was evident. The communication framework allowed for the expression of personal joys and sorrows, mutual support, and also empathy, respect, and encouragement among all participants. All inmates in the GPS program seemed to truly enjoy the session. On the day of the inspection, inmates participating in the GPS session openly discussed the effect their crimes had on their victims, their families, and themselves. One inmate was very emotional in explaining how hard it was for him to forgive himself for his crime.

INSPECTION

ENTRANCE

The entrance building and lobby are located in a separate building in front of the main compound. Upon CIIC's arrival, the entry officer contacted the Warden's office. Subsequently, the Warden's administrative staff arrived in the entrance lobby. *The Officer in the entry area was courteous and efficient as he verified individual identification.*

The entrance lobby and outside grounds were observably clean and orderly. The lobby included two restrooms and several lockers for visitors to store personal property. In addition, an employee lounge is located adjacent to the lobby in the entry building. MCI staff indicated that an independent contractor repaved the walkway outside the main entrance and a portion of the parking lot in May 2008. No inmates were engaged as workers on any part of the repaving project.

The courtyard between the entrance building and the main compound was neat and appeared to be well kept. The landscaping included a bed of flowers encircling flags representing the United States, the State of Ohio, and the Ohio Department of Rehabilitation and Correction.

PRE-INSPECTION MEETING

A meeting was held in the Warden's conference room with the Deputy Warden of Special Services, Deputy Warden of Operations, and the Major. The Institution Inspector later joined the administrative staff during the pre-inspection meeting. The administrators indicated that the Warden was out of the office for the day. The purpose of the inspection was discussed.

During the pre-inspection meeting, it was noted that certain areas of the institution would be given priority for inspection, among them mental health services, medical, segregation, general population, education, and food service. It was also relayed that a meal and a rehabilitative program must be observed and inspected. In addition to the previous mentioned areas, a request was made to observe the MCI camp and the farm, which are located outside the main compound.

Topics of discussion during the pre-inspection meeting included the current state of the programs, the loss of staff positions, and changes in inmate population. MCI staff were asked if there are any areas of concern that they feel are in need of improvement. *MCI openly relayed that most concerns centered on the need for additional funding to address equipment concerns.*

According to data received from the institution staff, the Marion Correctional Institution reported 53 vacancies on the day of the inspection. Staff relayed that some positions were abolished as a result of budget cuts made by the ODRC. The positions that were abolished included: three Correctional Counselors, Sergeant, Deputy Warden, Human Service Program Administrator, Human Capital Management Analyst, Building Maintenance Superintendent I, Safety and Health Coordinator, and the Correctional Job Placement Specialist. According to staff, part of the abolishment plan was to not eliminate the unit management positions. In separate correspondence on August 8, 2008, the administration relayed that the one of the Sergeant positions had been filled, resulting in nine abolished positions.

Staff also relayed that medical and dental are understaffed. Staff were especially concerned that there is a shortage of nursing staff. According to the information provided on-site by staff, the medical department has four vacant Nurse I positions as of July 14, 2008. According to staff, the Marion institution is unable to offer competitive pay to nurse applicants compared to the pay that is offered nurse applicants from contract services. The difference in pay potential causes Licensed Practical Nurses (LPNs) and Registered Nurses (RNs) to seek their employment through contract services and not directly through the DRC institution. As a result, the institution must rely on filling nurse positions with contract nurses, which reportedly costs the ODRC comparatively more money.

According to staff, there has been no difference in the programs despite the recent budget cuts by the ODRC. Staff relayed that the programs continue to be a priority for MCI. Staff relayed that 300 community service volunteers participate in a variety of programs at the Marion Correctional Institution. One of the Religious programs, Kairos, reportedly engages 150-200 of the 300 volunteers from communities around Central Ohio, including Reynoldsburg and Marysville.

Education was also discussed during the meeting. *The Career Enhancement program was developed for inmates with one year or less remaining of their sentence. The program reportedly provides five-week segments of training in vocational trades and re-entry skills. Agriculture and building maintenance are part of the Career Enhancement program at Marion. Staff relayed that the DRC Director made the program effective on July 1, 2008 in each institution statewide.*

A brief discussion ensued relevant to one of the prominent concerns, applicable to MCI that has been reported to the CIIC. *That is, it has been reported from MCI that there continues to be difficulty in finding housing for sex offenders who have*

been granted parole. Reportedly, institutions are prohibited from releasing paroled inmates without a destination residency. As a result, inmates must stay at MCI, in this case, until they can establish an approved residence. MCI staff relayed that one inmate recently received his fifth continuance due to difficulty in finding placement. The staff further indicated that the difficulty in finding placement was specifically due to his sex offense, but that having five extensions is an uncommon experience. The majority of inmates receive one or two extensions. Staff indicated that part of the problem lies in the six-to-12 month wait list to enter Halfway Houses and the absence of suitable alternative housing for inmates who are on a wait list.

Inmates who are considered medium to high risk to re-offend are required to complete the Mandatory Sex Offender program at the North Central Correctional Institution. However, staff relayed that approximately 35-40 inmates were recently sent to Madison Correctional Institution to complete their mandatory Sex Offender program. No reason was given for program delivery at the Madison institution instead of North Central Correctional Institution.

During the pre-inspection meeting, staff relayed that no inmates were on suicide watch.

Staff also relayed that the Marion Correctional Institution has made an effort to recognize most religious groups including Native American and the Wiccan religion.

Lastly, staff discussed several areas of the institution that need to be improved. *According to staff, there are several priorities that they would address if the money were available. Staff would like to have the available funds to ensure the security equipment is maintained and repairs are completed as needed. For instance, broken security cameras are reportedly often out of operation for a month waiting on repair. Security vehicles would assist staff in transportation around the perimeter of the institution between the main compound and the corrections camp. On the day of the inspection, staff relayed that the security budget was in the red.*

Considering that the approximate age of the institution is 45 years old, the staff relayed the important need for additional medical equipment such as wheelchairs and handicap-accessible vans. According to staff, MCI has one handicap-accessible van. An additional van is needed based on the number of handicapped inmates at the institution. Staff later shared during the inspection that there are 45 wheelchair-bound inmates, who depend on the use of a wheelchair at all times. Additional equipment that staff would like to add include a "Muffin Monster" trash grinder, which would prevent any waste disposal problems. According to the "Muffin Monster" website, many industries throughout the world use the Muffin Monster sewage sludge grinders to protect their valuable equipment and eliminate the need for constant monitoring to keep equipment operating.

Staff also stated that additional funds could be used to fill staff vacancies, particularly the security positions on Second and Third Shift. According to the on-site information provided by staff, there were 27 vacant Correctional Officer positions as of July 14, 2008. The 27 vacancies represented more than half of the 53 vacant positions reported by MCI. The current security staff work many hours of overtime due to the staff shortages and vacancies. Staff relayed that the costs are greater for the ODRC to pay overtime than to fill the vacancies with full-time employees and benefits.

The MCI administrators relayed that if staff vacancies are not eventually filled, overtime hours would increase an additional 100-200 hours per week from the current 480-600 hours per week. Staff relayed that there is currently a hiring freeze on a Correctional Officer position and a Supervisor position with no replacements coming through the ODRC Training Academy due to a five-week delay.

Following the pre-inspection meeting, the administrative staff relayed that there are three capital improvement projects that have been planned for the institution. Reportedly, new windows are to be installed in one of the dorms in the MCI camp. Second, tuck-pointing, which will replace mortar between bricks and concrete, will begin around the foundation of the buildings to include living units. Third, the roofing will be replaced on parts of the main compound including the administrative office area, the housing units, and the medical and dental units.

According to staff, a previously completed capital project was the installation of new windows in the dining hall in 2007. Staff relayed that the Department of Administrative Services has reportedly offered new lights throughout the institution's perimeter and over doors to reduce the current electricity costs by approximately five percent.

Following the pre-inspection meeting, CIIC and the institution staff began the inspection of the main compound.

VISITING

The visiting room is visible from the control booth at the front entrance of the main compound. *The room contains rows of chairs and small tables. There are approximately eight to ten vending machines along one wall of the room and a children's activity and reading center in one area. An officer was present, but there were no visitors present during the inspection.*

According to the inmate handbook, the Marion Correctional Institution is open for visitation on Monday, Thursday, Friday, Saturday, and Sunday. Weekend visits are by reservation only. Visiting hours are from 8:00 am to 3:00 pm. Visitors must arrive no later than 2:30 pm or they will not be permitted to visit. The inmate handbook did not specify the number of visits an inmate is permitted to have. According to DRC policy 76-VIS-01 on visitation, the Warden at each

institution shall have discretion in determining the number of visitors allowed to visit an offender at any one time. The inmate handbook states that if an inmate makes a reservation and the visitor does not show, it will still be counted as a visit.

The inmate handbook also provides additional information and detail in regard to various other policies and procedures for visitation such as items that are permitted and not permitted in the visiting room, visitor dress code, and reference to the availability of ODRC Policy 76-VIS-01 for inmates requesting additional information.

MEDICAL SERVICES

The first priority area visited during the inspection was medical services. According to the inmate handbook, the Marion Correctional Institution has a medical unit staffed by nurses 24 hours a day, seven days a week. There is a full-time medical director and an additional doctor. The doctor is the only person authorized to refer an offender to special consultants. During the inspection, the morning pill call was in progress. The inmates were standing against the wall in orderly fashion waiting to receive their medication. According to the medical staff, pill call is scheduled at 7:00 am, 12:15 pm, and 6:00 pm with one and a half hours allocated for each pill call period.

During the inspection, the Medical Services staff appeared to be busy addressing inmates waiting and receiving services. The waiting area allowed enough space for staff and inmates to walk alongside each other without feeling cramped and confined. While some inmates stood in the pill call line, other inmates were seated in the waiting area prior to being seen for Nurse's sick call.

According to staff and the inmate handbook, offenders can sign up for nurse's sick call by completing a Health Services Request Form, which is available in all the housing units. The inmate places the completed Health Services Request Form in the Nurse sick-call box located in the main hallway near the chapel. The medical staff reportedly collects the forms on a daily basis no later than 7:15 am. According to staff, if an inmate submits the request form by 7:15 am, the inmate is seen on the same day. Inmates not seen on the same day will be seen within 48 hours of receipt of the request. Staff relayed that nurses are also available Friday through Saturday by working alternating weekend hours. Institution staff relayed that nurse's sick-call makes rounds to segregation at 12:00 pm. During the first shift, the nurse leaves medical request forms for inmates as needed. The second shift nurse collects the medical request forms at 3:00 pm. In addition to retrieving the health service request forms from the each unit on a daily basis, the staff also checks the kite boxes for any requests made on the weekend as well.

According to the inmate handbook, if an inmate is referred to the Doctor, he will receive a pass for the clinic's earliest opening. According to staff, the Marion Correctional Institution has two Doctors on staff. Staff relayed that the biggest

medical issue is the need for more doctors' hours available to the inmates. One Doctor works five days per week and the second works six days over a two-week period. Based on the total hours of doctor availability, the two doctors are on-site for a combined total of 16 days in a two-week period. Doctors reportedly see non-emergency and add-on inmates as needed and scheduled. According to staff, an average of 24 inmates are seen per day by Doctor's sick call. This does not include emergency requests and add-on appointments. However, the service of an emergency on call Doctor is available 24 hours per day.

Institution staff relayed that the medical staff examines new inmates within the first 24-48 hours after they arrive at the Marion Correctional Institution. Incoming inmates are held separate from general population until they are examined. Once they are examined, they proceed to their assigned unit. Inmates returning to MCI from another institution or court may or may not be held in a separate area similar to a medical quarantine, but most returning inmates go directly to their assigned unit.

The inmate handbook states that a \$2.00 co-payment is applied to each medical services appointment that requires medical assistance. An emergency response to a medical treatment may be co-payment exempt only if determined by the medical department that a true emergency exists.

Telemed Services

The 'telemed' services room is located in the mental health area. Telemed services provide the ODRC an efficient, cost savings method that allows inmates to be seen by an outside doctor without leaving the institution on roundtrip visits. Staff relayed that each Telemed appointment saves the ODRC an estimated \$250-\$300 per inmate.

DENTAL SERVICES

On the date of the inspection, dental staff were observed working on two inmates. The staff appeared to be performing a basic cleaning for the inmates. The Dental Clinic had three chairs. In the discussion with the dental staff, it was relayed that a fourth chair has been planned for the future. According to staff, inmates who are in pain and in need of urgent dental care are seen within 24 hours. Dental exams are reportedly provided to inmates within two days. However, staff relayed that there is a two and half month wait for cleaning.

The Dental staff consists of two dentists (one full-time and one part-time), one hygienist, and two and one-half dental assistants. According to staff, a dentist is available Monday through Friday. The full-time dentist works 40 hours per week and the part-time dentist works 20 hours per work.

The Marion Correctional Institution Inmate Handbook states that all offenders, regardless of sentence length, are eligible for emergency and urgent dental care. It

further states that there is no co-payment for any dental procedure, whether the dental staff or a nurse performs it.

In the event of a dental emergency, the inmate handbook recommends the inmate ask an officer or unit staff to contact health services as soon as possible. *The inmate handbook defines dental emergencies as uncontrolled bleeding, a broken jaw, constant pain, and swelling and/or infection. Inmates with urgent dental care needs are instructed to submit a health service request form to the dental clinic explaining the issue. The inmate handbook defines urgent dental care as a periodic toothache, a broken tooth, broken denture, infection, and a painful cavity.*

According to the inmate handbook, inmates in need of routine dental care will be placed on a list to be examined and to have their issue treated. Inmates with 12 months or less remaining on their sentence are only eligible for urgent dental care unless the inmate has a chronic medical condition or severe gum problems. According to the inmate handbook, routine dental care is for inmates who have a cavity, problems chewing, dentures, and basic cleaning.

MENTAL HEALTH SERVICES

According to the MCI Inmate Handbook, mental health services are provided at the Marion institution by a staff of Mental Health professionals. *Services available to inmates include assessment and treatment of mental illness, referral to a Psychiatrist (if necessary for medication), on-going psychiatric care, group and individual counseling, assistance in dealing with stressful problems (such as adjustment in prison), grief and loss, family problems, crisis intervention, residential mental health treatment and hospitalization (if necessary), and psychological evaluations to assist with treatment. In addition, the mental health staff provides services to inmates as may be requested by the parole board.*

In addition to the previously cited services in the inmate handbook, institution staff reiterated that all inmates are mentally screened upon arrival at the Marion Correctional Institution, and mental health services are provided based on the clinical assessments.

Reportedly, the Mental Health Department employs one Primary Psychologist, one other Psychologist, one Certified Nurse Practitioner in Psychiatry, one Social Worker Supervisor, one Licensed Social Worker, two Psychiatric Nurses, and two Psychologist Assistants. Staff also relayed that there is one vacant Psychologist position. Further, staff relayed that the Nurse Practitioner works 40 hours per week. The Primary Psychologist relayed that she sees 20 inmates per day either individually or as part of three inmate groups. A total of 40-50 inmates reportedly see the mental health staff per day. According to staff, there are a total of 50 inmates in individual therapy and there are 17 inmate groups.

According to statistics supplied by the Ohio Department of Rehabilitation and Correction, as of December 2007, the Marion Correctional had 385 inmates on the mental health caseload, representing 17.6 percent of the total MCI inmate population. The data showed 223 inmates were classified as C1 (seriously mentally ill), 128 inmates were classified as C2, and 34 inmates were classified as C3. The data also showed that 13 inmates on the mental health caseload were held in segregation.

On the July 14, 2008 date of the inspection, MCI staff reported that the Mental Health caseload included 200 inmates classified as C1 (seriously mentally ill), 130 inmates classified as C2, and 40 inmates classified as C3, for a total of 370 inmates on the caseload. The decrease of 15 inmates, from 385 to 370, on the mental caseload between the end of 2007 and July 2008, represents a decrease of approximately four percent. The following tables display the mental health caseload data as of December 2007 and July 14, 2008.

**Table 13. ODRC Monthly Mental Health Caseload – December 2007
Marion Correctional Institution**

MENTAL HEALTH CLASSIFICATION	POPULATION	PERCENT
C1 (seriously Mentally Ill)	223	58 %
C2	128	33 %
C3	34	9 %
TOTAL	385	100 %

**Table 14. Mental Health Caseload – July 14, 2008
Marion Correctional Institution**

MENTAL HEALTH CLASSIFICATION	POPULATION	PERCENT
C1 (seriously Mentally Ill)	200	54 %
C2	130	35 %
C3	40	11 %
TOTAL	370	100 %

The Mental Health staff makes daily and weekly rounds to the segregation unit for evaluations and follow-up. Weekly rounds in segregation reportedly include visits to every inmate's cell door to inquire about their needs.

Institution staff spoke of several mental health programs that they perceived to be exemplary. Staff identified the Cognitive Behavioral Therapy group (CBT), and an anxiety disorder group as examples of excellence in mental health services. Additionally, in describing the mental health population, staff relayed that most inmates who receive individual therapy treatments suffer from post-traumatic disorder. There are reportedly four inmates categorized as mentally retarded or developmentally delayed based on MRDD criteria, and one of the four inmates is considered to have high anxiety.

Staff relayed that there are three safe cells available for use by mental health caseload inmates. Safe cells are equipped with a sink and a modular foam bed. The mental health department includes two large group-meeting rooms, one small group meeting room, a locked records room, and ten private individual counseling rooms.

Mental health staff relayed some concern regarding their ability to provide full treatment for caseload inmates due to the number of available staff and the number of mental health inmates receiving services. Staff indicated that it is a challenge for the institution to provide both breadth and depth of services to inmates, given the ratio of caseload inmates to mental health staff.

HOUSING UNITS

During the inspection, several housing units were observed. An opportunity was also provided to listen to staff and inmates. Units observed included Segregation, Seven-Dorm, Horizon, and M-Unit. Overall, during the inspection, facility staff were both attentive and responsive to the comments and complaints made by inmates.

Segregation

The first housing unit visited during the inspection was the segregation unit, located in O-Block. The unit is constructed with an upper and lower range, with narrow walkways in front of the cell doors, creating a ‘cramped for space’ environment. A converted cell is used as an office, located to one side of the lower range. Staff relayed that the hearing officer reviews conduct reports in the room. A desk and a chair have replaced the bed and sink that were previously in the cell. The segregation unit also includes indoor recreation cages in the middle of the unit. Each recreation cage is equipped with pull-up and push-up bars.

Staff relayed that the segregation unit has capacity for 128 inmates. The reported capacity of 128 is based on the possibility of double-celling inmates in each cell. The segregation unit has 32 cells on the lower and 32 cells on the upper range for a total of 64 cells. On the day of the inspection, nine of the 64 cells consisted of double-celled inmates.

On the day of the inspection, the official count was 71 inmates. Of the 71 inmates in segregation, 30 were classified as security control, 25 were classified as disciplinary control, and 16 were classified as local control. According to Administrative Rule 5120-9-11 regarding “Security Control,” an inmate may be placed in security control for one of three reasons as follows:

1. An investigation prior to the issuance of a conduct report,
2. Pending a hearing before the rules infraction board, or
3. Pending a transfer to another institution.

On the day of the inspection, staff relayed that five of the 30 security control inmates were under investigation and three are pending a transfer to another institution.

Segregation cells provide one bunk bed, a sink, and a toilet. The doors are solid metal with a narrow window for inmate visibility and communication between staff and inmate. A chute in the middle of the door is used to pass food trays to inmates and to cuff their hands for transport. Inmate meals are prepared in the food service area and delivered in "hot boxes" during the same feeding time as general population. Reportedly, each food tray is checked upon arrival to segregation for temperature and contraband or foreign item prior to serving the meal to the inmate.

On the unit, showers are located at the end of the upper and lower ranges. Segregation inmates do not use the main laundry facility as the rest of the institution; therefore, O-block has a laundry unit on the lower range that is used to wash the segregation uniforms. Staff relayed that cells are able to be cleaned five days per week on second shift.

On the left side of each cell door is a daily log sheet, which is completed by staff. The "Individual Segregation Record Sheet" is used by staff for documentation purposes to communicate to other staff what the inmate has and has not yet received. The log sheet also notifies staff of any restrictions for the inmate.

Inmate Communication

The segregation unit in correctional institutions is often noisy and the inmates can sometimes be disruptive. By comparison, the atmosphere appeared calm on entering the segregation unit in the Marion Correctional Institution. Some inmates later requested to speak with CIIC. One inmate later banged on his door in the attempt to get staff attention.

One segregation inmate posted a note in his window stating that he was in need of his blood medicine and medical pills. The inmate relayed that he had not received his medication since July 10, 2008. He requested to give one of the Administrative staff a two-page letter explaining the number of concerns he had regarding the medical staff and other issues pertaining to the institution. His segregation record sheet stated that he refused to shower, shave, change clothes, and take recreation on July 13, 2008. In reviewing his segregation record sheet, it appeared the inmate also reportedly declined these services on July 11, 2008. When institution staff asked him why he reportedly declined these services, the inmate at first denied that he declined the services. He later stated that he did not want to come out of his cell because his medical concerns allegedly had not been addressed. Thus, he did not take a shower or go to recreation. Staff relayed that inmates are permitted to shower five times a week and are allowed a one-hour recreation period each day. In an effort to assist, the Administrative staff stated they would

Speak with medical services regarding the inmate's allegations and follow-up with him. When the inmate was asked if he had completed a health services request form so the doctor could see him, the inmate stated that he was not aware that such a form existed. The institution staff relayed that the nurse was beginning the rounds for sick call and that he should also make his concerns known to her.

In the lower range, another segregation inmate relayed to the staff that he refused to remove his hands from the chute, which would prevent the officers from closing the chute. The inmate refused to remove his hands until he spoke with a member of the Administrative staff. This inmate relayed to staff that he continues to request medical services, but he has not received an approval. In addition, to the medical issue, the staff and inmate engaged in dialogue concerning some prior reported abusive behavior. According to staff explanation, the inmate presented uncooperative behavior by refusing to lie down for a blood draw and therefore, had to be fully restrained with double escorts on several occasions. A member of the security staff relayed that force was recently used on the inmate.

During the inspection's entry meeting with the administrative staff prior to the inspection, it was noted that CIIC has received correspondence from MCI inmates regarding allegations of unreported use of force in the segregation unit. Staff relayed their awareness that there had been some inmates who filed grievances with allegations of unreported use of force in the segregation unit, but no additional information was provided from the MCI staff regarding the outcome of those grievances. During the inspection, there were no specific allegations identified by the interviewed segregation inmates of unreported use of force.

Administrative staff indicated that one of the interviewed segregation inmates was placed on temporary informal complaint restriction for using abusive language in his complaints to staff. Reportedly, despite the restriction on informal complaints, the inmate is reportedly still permitted to report complaints to the Institutional Inspector.

An inmate in the segregation recreation cage was concerned that his family would not accept him upon his eventual upcoming release. He relayed that he had recidivated in the past and returned to prison for three previous incarcerations. The inmate relayed that his family will not welcome him when he comes home, due to his re-engagement in illegal activity, but that he did not have any other option but to return to his hometown.

Another segregation inmate, with a history of drug use, expressed concern regarding the drug programming at MCI. The inmate openly discussed his concerns. The inmate indicated that he has had to wait too long to get into the substance abuse program. Reportedly, the inmate is still waiting to be approved for the program despite the fact he is to be released in February 2009 after 15 years in prison. The inmate expressed concern regarding relapse potential because he believes that he is too stubborn and has an issue with authority. He

appeared to want additional assistance in controlling his moods and would like to receive more “tools” to address his problem. Further, he alluded that he has been able to obtain drugs during his time at MCI, has been considered a “mark” by other inmates, and is considered one of the top members of a Security Threat Group at MCI. Administrative staff relayed that most of the information he relayed to CIIC was “all con” or false information.

Two segregation inmates who were double-celled due to overcrowding openly expressed concern regarding several issues. One inmate expressed concern that only 23 razors are available for the 71 inmates in segregation. The current razors are allegedly rusty and present hygiene concerns associated with the number of inmates that must share one razor. The administrative staff confirmed that they are aware of the issue and more razors had been ordered. The inmate stated that segregation inmates are not provided a sufficient amount of washcloths and towels. Inmates are reportedly given pieces of bed sheets when the towels run out. The administrative staff acknowledged that more towels are needed. The facility staff stated that more towels would be obtained.

Other concerns expressed by the inmates were in regard to food service, clothes, library materials, and requests to see the Medical staff. Their specific concerns were in regard to

- 1. Juice bags served during the meal periods instead of cups because the meals are delivered from food services,*
- 2. Clothes being washed only once a week,*
- 3. The books that are offered by the library are love stories or are missing a significant number of pages, and*
- 4. It reportedly takes six weeks to see the doctor.*

During the inspection, administrative staff acknowledged that complaints have been filed regarding the length of time it takes to see a doctor. One inmate alleged that he waited a total of four weeks to see the doctor and six weeks to see a nurse regarding his asthma. His cellmate supported the inmate’s allegations. The inmate relayed that the nurses “lied” about his inhaler being on order. He was encouraged by the administrative staff to file a complaint regarding his concern.

One inmate in segregation relayed that he had complained for more than a month regarding a milk shortage. According to the inmate, the institution staff notified him that providing milk to inmates over 21 years old was not mandatory. The inmate stated that the institution might resolve the issue for a week, but eventually it becomes an issue again. The inmate made a serious allegation that rats and mice have been seen in the segregation unit. Several inmates have reportedly blocked their cell door to prevent the vermin from entering their cell. As previously stated, the facility staff relayed that the cell cleaning occurs on the third shift, five days per week.

Seven-Dorm

The Seven-Dorm housing unit is a general population unit. *On the day of the inspection, the unit staff reported that there were 138 total inmates in Seven-Dorm, including 45 inmates who are completely wheelchair-bound. The 45 wheelchair-bound inmates living in Seven-Dorm comprise approximately 32.6 percent of the Seven-Dorm's 138 total inmate population. According to the racial distribution information provided by staff, of the total 138 inmates in the dorm, 69 were White or Caucasian, 68 were Black or African-American, and one was 'Other.'*

Marion Correctional Institution staff relayed that there are a total of 70 inmates who require wheelchairs living at MCI. Although other units also house inmates that use wheelchairs as needed, the inmates in the Seven-Dorm are bound to a wheelchair 24 hours per day, seven days a week. According to information from the ODRC Bureau of Classification, the Marion Correctional Institution is one of 11 institutions that house mobility impaired inmates.

Seven-Dorm has a large dayroom where two inmates were watching television, while another inmate was playing chess by himself. The dayroom included five payphones, a microwave, and lockers. The housing area is an open dormitory unit with a total of 12 bunk beds located in row B of the unit. The remaining beds in the unit are single beds. In one corner of the room is a bookshelf filled with books that are easily accessible for the wheelchair inmates. The bookshelf is a unique feature considering that most institutions do not have fully stocked bookshelves in their units. There are two bathrooms in the unit, one each for wheelchair inmates and non-wheelchair inmates. The non-wheelchair bathroom appeared to be functional and in good repair. Although the bathroom looked old and the walls were stained from frequent use, the sinks and showers did not have any visible defects. The bathroom had multiple showers for inmates. The wheelchair bathroom was much smaller, but it also appeared to have no defects and to be fully functional. The handicap bathroom, however, provided only one shower to accommodate the 45 handicapped inmates residing in the unit.

There is an area outside Seven-Dorm where the wheelchair bound inmates are permitted to smoke. During the inspection, several inmates were smoking in the designed area.

Horizon Dorm

The Horizon program is a religious merit dorm that allows inmates to develop life-changing skills through spirituality. According to staff, the faith-based rehabilitation dormitory is a one-year program that is currently in the ninth year. Annual graduation from the program is held on the first Sunday in June. Inmates can be considered for the unit either by referral from another inmate, referral of institution staff, or by requesting an application. Staff relayed that in June 2008,

150 inmates applied for the program, yet only 20 openings were available. Staff relayed that there is a long wait list because of the shortage of available slots. Institution staff stated that recent graduates of the program often refer other inmates to the program. Although an individual can be referred to the program, inmates are not required to participate in the program merely because they have been referred. Participation in the program is voluntary.

According to staff, all inmates are eligible to apply, and Horizon unit staff interview applicants. According to the Horizon staff, inmates who have a history of behavior issues may apply as well as inmates who do not have a history of rule violations. The Horizon staff reportedly does not discriminate against applicants based on their past conduct; rather, the institution staff stressed the importance of the inmate wanting to make a spiritual change in his life for him to be considered for the program.

The purpose of the program is for inmates to develop life skills through spirituality. According to literature provided by staff, the Horizon “core values” are spirituality, accountability, and mutual respect. It further states, “Everything we do in Horizon, every program we provide, every conversation we encourage, and every aspect of the dormitory living environment is designed to make these core values a way of life for our program residents.”

The Horizon unit has a wide range of faiths that must be recognized and accepted in the unit. According to the unit staff and the literature provided, the faiths recognized in the Horizon unit include Christian, Jewish, Muslim, Native American, Buddhist, and the Wiccan religion. The residents of the Horizon unit are grouped into small “families” of six inmates in a cubicle setting. There are eight cubicles with six “families” in each to equal the total of 48 residents. The institution count provided by staff indicated that an equal number of black and white inmates reside in the unit with 24 each.

Each cubicle is furnished with a conference table, surrounded by six chairs, a bookcase, and TV/VCR/DVD player. Inmates are expected to respect each other’s privacy by using earphones to listen to music or television. In fact, inmates are required to speak softly and quietly to each other as well. The dayroom area, located in the back of the unit, contains a book library and is used as a private prayer area for inmates. A sign is posted in the prayer area on sign-up for “prayer times” and explaining that inmates must request permission from a member of the unit staff.

According to staff, the Horizon unit offers two unique programs: “Family Life Meetings” and “Outside Brothers.” The information provided by staff defines “Family Life Meetings” as meetings held around the table each day to give each resident a weekly opportunity to plan and facilitate a discussion or study group. It further states, “Men learn to become active listeners and to open their hearts to men who they would not have spoken to in the larger prison setting.”

The literature states, "Outside Brothers provides a weekly one-on-one encounter with an assigned volunteer from the outside community. During the ten-month cycle, residents form deep and lasting relationships with committed men of faith who share their lives, loves, and sorrows with our prisoners. God works powerfully in these sessions as men learn to share their lives and pray for guidance."

According to the information provided by staff, Horizon requires each resident to pursue an aggressive curriculum of education, spiritual, and psychological programs with immediate life applications. Those programs include community enrichment, family letter writing, character reformation, and awakening. A summary of each program is provided below:

Community Enrichment introduces a myriad of faith perspectives, peaceful solutions to conflict, and the development of interpersonal skills.

Family Letter Writing helps men to reconnect with family members, to give and receive forgiveness, and to build solid relationships for the future.

Character Reformation is a program designed to help men reform their character through spiritual understanding and growth. The program encourages men to examine and rebuild their character, and to address life issues from the perspective of his personal religious tradition.

Awakening is a program that fosters healing by discovering personal uniqueness and finding meaning from experience. The program explores the relationship of spirituality to mental and emotional growth. Men look at old experiences (wounds) that are the basis for current beliefs.

During the inspection, an inmate in the Horizon program stated that he actively sought help in making a change in his life. The inmate stated that the Horizon unit provided an opportunity to be baptized and to accept God in his life. The inmate was very humble and soft spoken when explaining the importance of improving his life to set better examples for his two children who are 22 and eight years old. The inmate also understands that once he graduates from the program, he will have a new set of challenges in living with inmates who have not completed the program and may have vastly different views on life. However, he welcomed the challenge and greatly appreciated the opportunity to be a part of the program.

The Horizon staff relayed that although inmates with previous conduct issues are not excluded from the program, inmates who receive four occurrences once they are enrolled in the program will be dismissed. According to the information provided by staff, there are eight possible occurrences that inmates could receive. The eight occurrences include:

1. Loud talking
2. Use of profanity
3. Disorderly bed areas and family cubicle living space
4. Failure to participate in scheduled cube cleaning days
5. Being in another cube other than your own after 9:00 pm
6. Improper dress to and from or in the shower area
7. Tardy or missing a mandatory class without notifying the program coordinator, and
8. Failure to complete homework assignment before a mandatory program.

The consequences for violating these rules include:

1. A verbal and written warning for the first offense,
2. A written essay on the impact of the behavior for the second occurrence,
3. A conduct report and referral to the Unit Sergeant for disciplinary action for the third occurrence.
4. The fourth occurrence results in the dismissal from the Horizon Program.

This information is stated in the "Horizon Agreement", which is given to each inmate before they enroll in the program. The Horizon Agreement also provides detailed information about the program to inmates who are interested in applying.

M-Unit

M-Unit originally housed protective control inmates until 2006 when the ODRC reassigned all the PC units statewide. Staff refer to the area as "M-block incentive unit," understood to mean a merit or honor block earned by good conduct.

On the day of the inspection, the unit staff reported a total of 106 inmates including 53 white inmates, 52 black inmates, and one Native American inmate.

During the inspection, most of the M-Unit inmates were in the outside recreation area. The M-Unit has it's own outside recreation area that is separate from the main recreation yard. The recreation yard had two picnic benches with metal canopies to provide shade. The area also provides inmates an opportunity to smoke, which they are not permitted to do inside their unit.

During the inspection of the M-Unit, several inmates discussed their concerns regarding cell assignments. The inmates appeared to be 30 years old and older. These inmates had been incarcerated for several years, some at other institutions. Because of their years of incarceration and their maturity, these inmates have reportedly adjusted to institution life. Many of these inmates are reportedly celled with younger inmates who are not prepared for prison life. One of the complaints that was relayed by the older inmates is that younger inmates are more concerned about "establishing their territory" as opposed to trying to adapt to the rules of

the institution. Reportedly, younger inmates seem to have an issue adjusting to sharing space with other individuals. Reportedly, older inmates have reported items being stolen by younger inmates, verbal and physical confrontations with younger inmates who are not willing to listen, take, or accept advice from older inmates. The older inmates did acknowledge that some of the younger population are “humble” and are only trying to complete their sentence without incident.

FOOD SERVICES

The food preparation area as well as the serving line and dining hall were observed. According to institution staff, the dining facilities were designed to accommodate 1,200-1,400 inmates. According to staff, the seating capacity in the dining hall is 400 inmates at one time. An inmate-painted mural of a mountain scene fills one of the dining hall walls. Traditional prison steel tables and bench seats to accommodate four inmates are bolted to the floor in long rows. According to staff, enough tables in the hall are wheelchair accessible to accommodate the approximately 70 handicapped inmates at MCI.

The Marion Correctional Institution food service area, including the dining hall, dishwashing room, and storage areas, are observably some of the largest areas of any institution statewide. The dishwasher room, located in a separate room outside of the food preparation area, is a very large and open space with customary steel appliances and sinks. Although the dishwasher was not in use during the inspection, there were remains of water on the floor, reportedly remaining from the breakfast shift. Located in the dishwashing area was a locked closet that contained the laundered kitchen whites including dishtowels and cloths. The closet was also equipped with a washer and dryer. CIIC and institution staff were requested to comply in wearing hairnets.

At the time of the inspection, lunch preparation was in progress. Compared to observations of meal preparation periods in institutions across the state, this specific meal preparation period at MCI was handled in a notably neat, clean, and orderly manner.

Relevant to the food service budget, staff expressed some concern that there is not enough money in the current food service budget to repair or replace equipment. Staff also stated that it is harder to get approved for the necessary funds for the repairs or replacements. According to staff, any amount over \$300 needs to be approved by the ODRC Central Office, and staff reported delays in receiving approvals for requested funds for repairs. Staff also relayed that the food service department is operating at approximately 20 percent short in their budget to spend on food.

The food service staff relayed that they only order food that is needed. The staff reportedly maintains a supply of meat substitutes that are used as needed when a delivery does not arrive on time. According to staff, the meat substitutes have

been effective in preventing food shortages. Staff further relayed that the food is prepared on the date the meal is served and no leftover foods are kept after a meal.

Staff relayed that MCI has four refrigerators, located at the rear of the kitchen. Large walk-in refrigerators are kept at 37 degrees, and temperatures are reportedly checked three times per day at 5:00 am, 12:00 pm, and 6:00 pm. The refrigerators are cleaned once every day and contain fresh fruits and vegetables that are delivered once a week from the Castellini Company in Newport, Kentucky. The hallway in which the refrigerators are located is long and may have been an estimated 50 feet from the food preparation area. The length and absence of full visibility of the hallway prompted questions regarding security in the area. Institution staff relayed that the area is well equipped with the spider security system and a hidden camera that reportedly covers the length of the hallway. In addition, inmates do not have access to the refrigerators and kitchen areas unless an officer escorts them.

There are two freezers, but the smaller of the two was out of commission on the date of the inspection. In relation to the budget concerns, staff relayed that repairs on the smaller freezer could potentially be completed in two months.

The dry storage is a large, well-ventilated area with multiple ceiling fans and air conditioning. Boxes are stacked on molded fabricated skids arranged in four long rows through the center of the room. Steel shelving surrounds the perimeter of the area.

Based on the size of the kitchen and dining hall, safety and sanitation may be challenging. According to staff, vermin control is an ongoing, daily process. Staff is reportedly both proactive and reactive to vermin control. It should be noted that staff did not relay any recent concerns regarding vermin. However, staff reportedly set mousetraps continuously to prevent any issues.

The food service department at MCI has the benefit of back-up power from the Power House on the campus in the event of a power outage. The Power House is located on the grounds of the MCI Camp outside of the MCI main compound. Additional information regarding the Power House is provided in a subsequent section of this report.

Inmate Communication

During the inspection, the inmates were observed as filing into the dining hall in an orderly fashion and several inmates communicated during the meal period as summarized below:

One inmate stated that the meal on the date of the inspection was better than some he had in the past. The inmate relayed that the food portions are usually less than what was served on the day of the inspection.

Another inmate stated that the inmate grievance procedure is very poor. According to the inmate, the responses to his informal complaints and/or grievances regarding food service were either late or never received. One of his concerns was in regard to his request for vitamins and protein supplements, which he wanted to be added to the food service menu. His complaint was reportedly answered, but it was denied.

The inmate also expressed concern regarding the windows in his housing unit, H-block. According to the inmate, the new windows in H-block limit the opening of the windows making the unit either too hot or too cold. The inmate believes this issue causes more fights and ill tempers between the inmates. However, the inmate spoke highly of the graphics program, arts program, and Kairos.

One inmate relayed a concern to the institution staff regarding how the drinking dispensers are cleaned. A food service worker indicated that the inside of the dispensers are sprayed with warm water, but no soap is used. The inmate was concerned that water without soap does not prevent bacteria from forming.

Additional concerns relayed by inmates during the meal period included:

- 1. Inadequate laundry services such that clothes do not come back truly clean,*
- 2. Work calls that are never on time making inmates late for work,*
- 3. Showers that are too 'open' causing more than normal splashing and more than normal pools of water on shower floors, and*
- 4. Delay and denial of getting selected for a dog training program.*

EDUCATION

During the inspection, the education unit was visited and a class in session was observed. The education area has five classrooms and offers inmates the opportunities to take courses in Pre-GED and GED, adult literacy, and some post-secondary academic and technical courses. A computer lab and a reading room are also key components in the education system at MCI.

Pre-GED

The afternoon Pre-GED class was beginning. The education staff prefers to have a maximum of 18 inmates per class. The class that was observed on the day of the inspection included a mix of medium and MCI camp inmates.

According to the education staff, 85 inmates were enrolled in Pre-GED classes and reportedly 14 of 18 students who tested for the GED in June, passed their

test. As reported by the Ohio Department of Rehabilitation and Correction for fiscal year 2007, 138 inmates at Marion Correctional Institution took the GED and 104 inmates passed the test.

Literacy

In addition to the Pre-GED and GED courses offered, staff relayed that literacy courses are offered with trained tutors. According to the ODRC Monthly Enrollment Report, 21 Literacy Tutors provided 14,795 hours of tutoring to MCI inmates for the 2007 Fiscal Year. Literacy classes are held in the morning at 8-10:30 am and in the afternoon at 12:30-3:30 pm.

Post Secondary Education, Technical, and College Courses

In addition to the classes offered by the Marion Correctional Institution, the Marion Technical College (MTC) provides full credit college courses that are paid through federal or state funds, so there is no cost to the inmates. The education staff relayed that MTC conducts it's own graduation services for inmates. According to the 2008-09 MTC Student Handbook, their vision is to be the community's first choice for learning and their mission is to provide an enriched and personal educational experience for our community.

Marion Technical College is accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools, which is the official accrediting agency for colleges and universities in Ohio. MTC is also approved by the Ohio Bureau of Vocational Rehabilitation, the Ohio State Department of Vocational Education and the State Approving Agency for Veteran's Training.

Marion Technical College offers inmates an opportunity to earn a two-year certificate and continue their education after their release. According to the Student Handbook, students who successfully complete the MTC academic program at MCI may earn the Business Management Certificate and the Advanced Business Management Certificate. Inmates can reportedly earn four credit hours for Word, PPT, and Excel. Inmates begin their computer course work with keyboarding basics, and have the ability to earn up to 87 credit hours. The MTC Student Handbook states that inmates may transfer these hours, after parole, to the college of their choice to complete either an Associate Degree or a Baccalaureate Degree.

During the inspection, the education staff provided an example of inmate success related to the MTC academic program. Reportedly, after completing the MTC program, one inmate became a business manager, and another inmate will pursue a bachelor's degree at a college. According to the MTC Student Handbook, 1,887 inmates from the Marion Correctional Institution have attended MTC since 1971.

Inmates may also take correspondence courses through Ohio University. According to the education staff, one inmate is currently taking a correspondence course at Ohio University. This inmate pays his own tuition; thus, no tuition expense to the state is incurred. Staff relayed that courses for handicapped inmates are taken to their housing units. In addition to taking the education courses offered by the institution and college courses through local sources of higher education, inmates may also attend job fairs offered within the education department.

Computer Lab

The Computer lab has 20 personal computer terminals available to inmates. According to the education staff, MCI has the following applications available: XL, PPT, Publisher, MS Project, Visio 2003, Excel, and Word. The computer tract includes resume writing, job-hunting, and business communications. Staff relayed that tracts are also available in math and language arts. The materials for the courses reportedly come from the McGraw-Hill Publishing Company. However, staff relayed that the most recent publications available to the inmates were copyrighted in 2003. Staff also relayed that there is not a sufficient amount of practice material for the students. The education staff customizes lessons to accommodate the range of skills and abilities of each student.

During the inspection, students in the afternoon class were arriving from the dining hall following the lunch meal period. According to staff, arriving students have 10 minutes to settle into class and begin their assignments.

Staff relayed that a video tutorial system from Video Tutor, Inc. is available for inmates to assist in their independent study; however, the tutorial system is lacking an ink cartridge and a television with a VHS and DVD player, making it currently inoperable. No additional information was provided in regard to when or if the video system would be restored and available for inmate use.

On the day of the inspection, there were seven inmates working on assignments in the computer lab. One inmate was writing a report based on commercial advertising. The inmate explained that he took notes from a TV and radio commercial based on the same product. The inmate analyzed the product based on his notes. The inmate was beginning his second year in the program and is scheduled to graduate in June 2009.

Reading Room

One of the education programs offered by the Marion Correctional Institution is the Reading Room. According to the ODRC website, the Reading Room was created in 2000 when former First Lady Hope Taft approached the Director about establishing a reading room for the children who visited their incarcerated parent at the Pickaway Correctional Institution. This idea spread across the state, and now the Ohio Department of Rehabilitation and Correction maintains children's

reading rooms in each of the 32 institutions. The reading rooms encourage family literacy by providing a pleasant and comfortable setting for both child and incarcerated parent. Each room is stocked with a wide variety of children's books and has an inmate narrator who reads to the visiting children twice a day. The role of the inmate narrator is to read picture books to the children in much the same manner that children's hour would be done at a public library. A variety of arts and craft supplies for the children are also available in most of the rooms. Many of the supplies and books are donated by employees and service organizations. This past year the Department served over 45,000 children. The inmate narrators worked over 32,000 hours in reading to and with the children.

According to the ODRC Monthly Enrollment Report, the Marion Correctional Institution served 724 children in the Reading Room during the 2007 Fiscal Year.

RECREATION

The outdoor recreation area consists of two baseball diamonds, two handball courts, two bachi ball courts, two basketball courts, a three-quarter mile walking track, and a horseshoe pit. In addition to the number of courts in the yard, inmates also have yard space to engage in a game of touch football.

The gymnasium serves as the indoor recreation area. The gym includes a full-length basketball court, a scoreboard, bleachers, and a weight cage featuring a sit-up/pull-up station and a universal weight rack. The gym closely resembles some sports facilities located in some large, modern high schools. On the day of the inspection, the gym was closed and most of the inmates were in the outside recreation yard

CIIC observed the "North Yard" recreation area located on the opposite side of the main recreation yard. According to staff, the "North Yard" was originally planned to be a "quiet area" for inmates who were interested in reading or meditating. The area has six picnic tables, but was completely empty during the inspection. Reportedly, the inmates never adapted or expressed any real interest in the area, and as a result, the area has been mostly neglected.

COMMISSARY

When inmates go to commissary, they hand their written order to the staff or inmate worker. Inmates are given information regarding their balance, and recent purchases. This allows inmates to know how much money they have available in their inmate account, so they can add or delete items on their list.

During the inspection, inmate workers were diligently filling orders. According to the commissary staff, inmate orders are filled at an average rate of one order per minute. Inspection of the commissary revealed food items stored neatly in the back of the room no higher than 18 inches from the ceiling. This practice is in compliance with the standard ODRC regulation for each institution.

LIBRARY

The library provides inmates with an opportunity to access and review ODRC Administrative Rules and ODRC Policies as well as other reference and legal materials. Inmates may also access books or materials for pleasure reading from the library.

On the day of the inspection, the library was closed because the librarian was on vacation. According to institution staff, MCI must use teachers from the education program to substitute in the librarian's absence; however, teachers are not available until after 3:30 pm, when the final class ends. The later hour for opening the library reportedly presents a problem for inmates who need access to the library before 3:30 pm. During the inspection, several inmates waited outside the library entrance completely unaware that the librarian was on vacation. The waiting inmates were instructed to return to their designated areas until the library opened.

Institution staff did unlock the library during the inspection to enable a walk-through. In prior years, a memorandum from and regarding the CIIC has been supplied to each institution, with the request to post the memo in the library. The purpose of the memo is to explain CIIC duties to inmates and staff and provide them with an address for submission of correspondence. Although several small pieces of paper with the CIIC address were posted on the side of the bookcases, the CIIC memo was not found. Concerns regarding the absence of the CIIC memo were relayed to the MCI administrative staff.

On July 10, 2008 the DRC Assistant Director forwarded an updated CIIC memo to all wardens, advising them to make sure it is posted in the appropriate areas of the institution and that outdated versions are removed

PROGRAMMING/ACTIVITIES

The last areas included in the inspection were the vocational and rehabilitative programs and activities offered at the Marion Correctional Institution. There are numerous program opportunities available to inmates at MCI. Among the programs are several based on electronics technology, digital and network communication, dog handling and training programs, and programs that offer opportunities to acquire marketable knowledge and skills in mechanical, industrial, and agricultural vocations. Further, there are programs that offer training and skill-development opportunities in community service and office operations. Finally, the Ohio Penal Industries (OPI) shops that operate from MCI and also religious programs offer additional dimensions in inmate programming. The inspection revealed information about the following programs.

Prison News Network

According to literature provided by staff on-site, the Prison News Network was established in 1992 as a video production department for the purpose of informing residents at MCI of health concerns. Shortly after its inception, PNN began producing training videos.

According to literature provided by staff, the Prison News Network **vision** statement is to be committed to continued growth in all departments by keeping up with current trends and technology. The Prison News Network envisions steady growth by serving the community, State agencies, and ODRC with high-quality video, graphics, animation, and web-design using custom creative solutions.

The Prison News Network **mission** statement is to provide high quality, professional products in the areas of video, audio, graphics, animation, web-design, and customized software solutions. The intention of these productions is to train, educate, inform, and entertain. The inside talent and creative resources used by Prison News Network makes products available to the community that otherwise would not be attainable due to cost considerations.

One inmate, who has been involved with the Prison News Network since the program began in 1992, stated that in 1992, PNN was just a camera, a VCR, and a television. With the work and dedication of both staff and inmates, the program has steadily grown in response to the demand for new and additional products. According to the literature provided by staff, PNN added graphics, audio, and an animation department. In 2006, PNN expanded to include web design capabilities.

Currently the various segments of the PNN program coordinate their functions and areas of expertise to produce high quality professional products and services intended to serve institution staff, inmates, ODRC, and also local residents in the Marion community.

During the inspection, an inmate relayed an example of how Prison News Network assists the local community. The inmate described how he was creating and duplicating DVD copies of a recently filmed Bible study class for a local Baptist Church in Marion. The inmate provided a list of projects that had been completed for the community and for the ODRC.

In addition to community projects, Prison News Network reportedly allows inmates an opportunity to make five-minute videos that can be mailed to their families and friends. The inmate pays a \$5 cost to make the video.

Institution staff further relayed that Prison News Network has been used to produce live, real-time news announcements and also news presentations for later

broadcast to the entire institution. The announcements are made through the closed circuit network system and are broadcast through the dayroom televisions.

Finally, Prison News Network serves as a channel to deliver forms of recreation to inmates. According to staff, movies may be shown on dayroom televisions. Movies that are shown over the Prison News Network must be pre-approved by staff. Staff relayed that any time a movie is deemed questionable in content, it is shut down immediately while an assessment can be made of the content.

The institution staff relayed that Prison News Network is expanding and will soon move the program to another part of the institution. The new area to be occupied by Prison News Network operations was observed during the inspection. This area is significantly larger than the space formerly occupied by Prison News Network and perhaps similar to the space one might expect to find at a local news station. According to institution staff, the new area will be approximately three times the size of the current location.

Staff relayed that the DRC Director approved the expansion in an effort to use Prison News Network's services statewide. The expanded space will allow the DRC to use Prison News Network to broadcast announcements and instructional videos to each institution. Funding has been approved and work on the new area has already started. Institution staff spoke enthusiastically and with observable excitement in describing the opportunity provided by the DRC Director to increase the program's size. DRC reportedly will realize a cost savings by availing the services and capabilities of Prison News Network to provide certain network communications system-wide, compared to the costs that would be incurred through use of an outside provider.

Overall, the expansion in size, technology, purpose, and products that continue to flow from the Prison News Network department at MCI suggests that the implementation and management of the initial concept through the years since 1992 must be considered a successful venture. The work of the Prison News Network continues to produce benefits for all stakeholders, including the Ohio Department of Rehabilitation and Correction, Marion Correctional Institution, other prisons system-wide, and most definitely, the inmates who have gained worthwhile knowledge and skills that contribute to their marketability as well as to their sense of self-efficacy.

Graphics Department

According to the information provided by staff, the graphics department produces precision high quality products for their clients including posters, banners, certificates, brochures, newsletters, and power point presentations. The client base has grown to include ODRC, state agencies, schools, churches, and non-profit organizations within the community. Costs are incurred only for the materials needed for specific projects.

Animation Department

According to literature provided on-site by staff, the animation department was added to the Prison News Network in 2006. Animation is the creation of a timed sequence or series of graphic images together to give the appearance of continuous movement. Animation is both time-consuming and costly to produce. *The information further states that the Animation Department can create interactive content, which is then incorporated into web animations, media advertisements, instructional media, presentations, public service announcements (PSA), games, and other applications.*

On the day of the inspection, inmates were working on Photoshop brochures, video editing, and 2D and 3D animation. Several inmates were working on the promotional literature for the Lifeline Re-entry program. The inmates involved in the graphics and animation departments appeared to be very enthusiastic about the work they do and appreciative of the opportunities to grow with the growth of these technologies. The graphics and animation departments are located in the same room across the hall from the new Prison News Network area.

Pilot Dog Program

Inmates have an opportunity to be dog trainers at the Marion Correctional Institution through the Pilot Dog program. Pilot Dogs, Inc. is a seeing eye dog agency located west of downtown Columbus. Inmates involved in the program are called "puppy raiser," and are responsible for caring for puppies until they are 12 to 14 months old, or until they are requested by the Pilot Dogs, Inc. to begin their formal training as a seeing-eye dog.

Apprenticeship Dog Program

According to the Inmate Handbook, the apprenticeship dog program offers offenders the opportunity to train and care for rescue and service dogs at MCI. There is a strict screening process in determining who is eligible for the program. Specific criteria must be met to be eligible for entry into the program. The dog program offers positions for both primary and backup dog handlers. Inmates interested in getting into the dog program are advised to contact the Dog Program Coordinator.

Staff Boarding Program

During the inspection, several inmates were walking dogs in the hallways of the institution. The institution staff relayed that these particular dogs were part of the "Staff Boarding Program." This dog program allows institution staff to bring their dogs to work for the day, so an inmate can walk them and take care of them for a \$3.00 fee. The fee is paid to the Cashier's Office.

Community Service and Additional Vocational Opportunities

There are also several other employment/vocational opportunities for inmates. The following vocational information was gathered from the Ohio Department of Rehabilitation and Correction website:

Community Service

- Columbus Zoo - Iron Material
- Area Humane Society - Raising/Training Dogs
- Wildlife Center of Ohio - Raising Wild Animals
- Ministry of Theater
- American Red Cross - Quilts, Flash Cards
- Crayons to Computers

Vocational

- Welding
- Auto mechanics
- Agriculture
- Carpentry School
- Small Engine Repair
- Administrative Office Technology

OPI Metal Shop

According to the information provided by staff, the Ohio Penal Industries shop at the MCI teaches all facets of steel fabrication including shearing, welding, engineering and assembly of parts from blueprint drawings, press-brake operations, grinding, and powder coating. The OPI shop also teaches machine die set-up and the maintenance and operation of all types of production metal fabrication machines. The metal furniture shop has an upholstery division where inmates learn to cut foam and upholstery fabric from patterns, sew the material, and cover the various furniture products produced by the shop.

In addition to making furniture, inmates involved on the administrative side of the business learn computer application skills pertinent to office operations. These skills become marketable and transferable to any office environment in the manufacturing industry, and may assist the inmate in his re-entry efforts.

Religious Services Programs

Kairos

According to the institution staff, Kairos engages 150-200 people from local communities in Central Ohio. According to on-site information provided by staff, the mission for Kairos is to bring Christ's love and forgiveness to all incarcerated individuals, their families, and those who work with them, and to assist in the transition of becoming a productive citizen.

The purpose of Kairos is to establish strong Christian communities among the prison population. According to the information provided by staff, this is done through the impact of small, three-to-five person share-and-prayer groups comprised of volunteers from the Christian community and inmates residing within the institutions. These groups meet weekly to share their lives on a deep spiritual level and to pray for one another, for other inmate residents, and staff in the institutions.

Family Worship Service

According to literature provided by institution staff, the Religious Services Department provides a Family Worship Service on a quarterly basis in a non-denominational Chapel environment. The Family Worship Service is intended to provide MCI offenders with the opportunity to enhance their relationships with their loved ones and encourage them to seek unification within the significant relationships during their incarceration through a non-denominational service and/or spiritual experience. The Family Worship Service is also designed and delivered with the goal of the offenders' future re-entry in mind by establishing and supporting the process of reintegration of the inmates' lives with the lives of their loved ones. The service is held in the MCI Chapel from 8:30 am to 10:00 am on a quarterly basis.

MARION CORRECTIONAL INSTITUTION CAMP

The Marion Correctional Institution Camp is a large building outside the main compound. A traditional barbed wire institutional fence surrounds the camp. According to institution staff, the camp can house a maximum of 350 inmates, who are included in the total inmate count of 2,257 for the Marion Correctional Institution. One Correctional Officer is stationed at the main entrance. The camp has a vehicle sally port as well as a walk-through sally port. Both sally ports are staffed with Correctional Officers on each shift.

MCI Camp inmates are housed in a large two-story building. At the center of the lower level of the building is a large central room equipped with vending machines and tables used for games and meals. The central room is also used for inmate visits, which occur only on the weekends. Visits are only permitted on the weekend because the camp is a working camp that schedules inmates to work Monday through Friday of each week.

Bordering the perimeter of the large central area are several multi-purpose rooms. One of the perimeter rooms is equipped and used as the food service and kitchen area, which has a unique "air curtain" at the entrance to keep insects from entering the food preparation area. Staff relayed that the food service area received capital improvements nearly two and one half years ago.

Other rooms around the perimeter serve as the library, a game room, computer lab, programming room, chapel, an office for the Social Workers, the Chaplain's

office, and a Recovery Services office. While there is no gymnasium at the camp, there is a weight room located on the lower level. Displayed along one of the lower level walls was a mural painted by inmates.

Phone booths are located along the exterior wall of the staircase between the lower and upper levels and at each end of the lower level. The upper level is split into two large open dorm units with single and double bunks. According to staff, each of the dorms can hold 175 inmates. There are approximately 100 single beds and 25 to 50 bunk beds in each wing to house up to 350 camp inmates. Several half-walls divide the large dorm rooms into rows of beds. Many inmates have institution-approved, clear-chassis televisions perched on the half walls.

In the center of the upper level dorm units is an elevated office for Correctional Officers that is surrounded by glass windows to provide visibility of both units. Doors with locks at each end of the officer's station provide the officer's station with security. Cleaning chemicals are kept in locked boxes that are stored in the officer's station.

During the inspection, staff relayed that reduced budgets have prompted judicious use of supplies. Staff relayed that nearly two-thirds of the operating budget is applied to salaries and any monies added to the operating budget for the camp would be applied to the salary budget first. The remaining amount would be used toward food, clothing, heat, and cleaning chemicals. The inmates from the Marion Correctional Camp wear khaki pants and a blue shirt, which contrasts with the attire that most DRC inmates are issued.

The inmate bathrooms are located in the middle area between the two dorms on the second level. The bathrooms have glass windows on the upper half of the walls, allowing for officer supervision while providing some privacy for the inmates. A short hallway on the opposite side of the dorm floor provides access to a television viewing room, additional rooms for use by the Social Workers and for programming, a mop room, and the Sergeant's office. Inmates also have on-site laundry facilities on the dorm level so they may do their own laundry.

According to staff, the inmates are assigned to the camp for approximately six months to one year. Inmates have the freedom to move about the dorm and the camp, both inside and out, except at dusk. All inmates at the MCI camp are classified as level one security. Staff relayed that some inmates are permitted to work outside the camp to cut grass, work on a farm, work at the car wash or at the Power House, and some inmates are permitted to work at the local Palace Theater, where restorations are being made. Inmates may be assigned to work on the local community parks, perform community service functions, or even clear brush after local storms. Most of the MCI Camp inmates work for one of the MCI OPI industries, such as the metal shop or the mechanics shop. Reportedly, the only school programming that is provided at the MCI Camp is GED programming.

During the inspection, the recreation yard was observed, which consists of putt-putt golf, a handball court, and a baseball diamond. There were no inmates engaged in recreation during the inspection because most inmates were engaged in their work assignments. During the inspection, it was noted by staff “if inmates come to the camp and are bored, it is because they make themselves bored, thanks to the positive impact of the former Warden.” In that regard, it was noted by staff that the former Warden’s legacy continues to live.

Inmate Communication

During the inspection, the Deputy Warden engaged in dialogue with two MCI Camp inmates, who approached the Deputy with ease and apparent confidence.

One inmate noted that there was a problem regarding bugs and mice due to the absence of screens in some of the dorm windows. The Deputy explained that the problem of missing screens would be eliminated with the installation of the new windows.

A second inmate approached the Deputy Warden for clarification regarding the potential for a garnishment of his state pay to cover court cost. The Deputy Warden was patient in explaining his knowledge of the system and indicated that he would look into an answer to the question.

MCI FARM

The farm at the Marion Correctional Institution is located on land that is adjacent to the fenced institution. Inmates who work on the farm have the lowest security levels. The farming operation includes breeding of pigs and management of a herd of dairy cows for milk production. In addition, select minimum security and short-term inmates operate limited agriculture production at the farm. The agriculture production includes hay, beans, and corn for silage. Most of the agricultural produce is consumed through the MCI farm operations. Very little agricultural produce is sold outside the institution.

The building that houses the pig operation is a concrete structure containing 20 farrowing crates for sows to birth and nurse the piglets. Once the piglets reach approximately 10 pounds, they are considered feeder pigs and are transferred to another pen in another area of the building, where they are fed and kept as a litter until they reach approximately 20 pounds. At that time the pigs are moved to another pen to grow from 20 to 40 pounds. It may take approximately six weeks for the pigs to reach 40 to 60 pounds. Once the pigs reach 40 to 60 pounds, the young pigs are sent to the Grafton Correctional Institution to fatten them. Once fattened, the pigs are sent to the Pickaway Correctional Institution to butcher. The Marion Correctional Institution maintains a pig operation of approximately 129 adult sows and approximately 16 replacement gilts (young female pigs).

The dairy operation manages 90 head of dairy cattle. The milking parlor is in a concrete building, that is up to date with milking stations to milk 16 cows at once, using an automatic take-off system. Only Grade A milk is produced, which means it is used for drinking purposes, rather than for use in making dairy derived products. The MCI herd produces approximately 600 gallons of milk per day, which makes it the highest producing herd per cow among the DRC dairy farms. Cows are milked twice a day, seven days a week. Dairy cattle are fed in a traditional “old-style” barn in which cows walk into their “personal” stall to eat the silage and food that is placed there for them. All food is distributed and manure shoveled manually by the inmates. This part of the dairy operation is not automated. Approximately 45 inmates manage the dairy operation at the MCI farm.

POWER HOUSE

The Marion Correctional Institution Power House is reportedly a unique institutional feature among the DRC institutions. The old brick building houses two furnaces that run diesel generators that produce hot water and steam heat. The Marion Correctional Institution can run on either natural gas or on fuel oil. In case of a power outage during a storm or other interruption, the powerhouse can generate back-up power. Staff relayed that the Power House has had to provide back-up power during a storm only once in the past two and one-half year period.

EXIT MEETING

During the exit meeting at the Marion Correctional Institution, observations and reported concerns were briefly summarized to ensure that staff are aware and to ensure that they have the opportunity to respond to observations and/or look into concerns. Since the Warden was out of the office on the inspection date, CIIC met with the Administrative staff to discuss the findings of the inspection.

The administrators relayed their perception that the legacy of the former MCI Warden continues to live within the institution through several programs and the overall “culture” that she inspired and perpetuated. It was also noted with favor that the current Warden has worked diligently and effectively to maintain the dynamics of the institution from the time she assumed the Warden’s job. It was noted that there have been some challenges to maintaining the same degree of institutional momentum and energy due to changes in budgets and other variables.

A feeling of pervasive ‘staff fairness’ was identified as a contributing factor in the degree of ‘operational excellence’ that is perceived by staff working in the institution. It was relayed that management cooperates with the union and is willing to work with the union prior to implementing changes that will impact everyone. During the inspection, one staff relayed an example of fairness, even in light of budget cuts, in that the staff position was to be eliminated, but the

employee was offered and accepted an alternative position, even though the new position is considered a 'demotion,' so that continuity of employment and income would not be lost.

Some specific institutional 'changes' were mentioned as ways that MCI had evolved since the previous inspection of the institution in November 2004. Staff noted that the former PC Unit is now the M-block incentive unit.

Second, in recent years, due to claims that MCI was placing too much emphasis on Christianity, the institution has made an effort to acknowledge all religious groups without showing favoritism toward one religion. In that regard, MCI is providing "family worship" Sundays on a quarterly basis. Inmates may spend extended time with their families in a less structured environment than they commonly experience during formal visitation periods. The quarterly family worship service is not unique to the Marion institution, as the concept has been instituted in other DRC adult institutions as well.

INTRODUCTION TO THE QUESTIONNAIRES

Two questionnaires were developed by CIIC for use on 2007-2008 inspections. 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 for adult incarceration. 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.

The second questionnaire 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.

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.

EXPECTATIONS

The Expectations are self-described as 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: Overview Residential Units: Clothing and Possessions Residential Units: 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
Services:	Food Services

QUESTIONS AND RESPONSES TO EXPECTATIONS

SECTION 2- ENVIRONMENT AND RELATIONSHIPS

RESIDENTIAL UNITS

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? **Yes**

a. Are there cell sharing risk assessments? **(blank)**

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? **Each has their own bed, locker box and tables and chairs are available in the dayroom.**

e. Are older prisoners in shared cells with bunk beds given priority for lower bunks? **Yes, as assessed by medical.**

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**

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? **There are inmates who are members of the Red Cross Branch, who are trained to respond but are not compensated.**

a. How are volunteers identified, trained and assigned? **Trained by Red Cross volunteers and given an ID badge designating the inmate as a trained responder.**

6. Are residential staff aware of prisoners within their care with disabilities and their location? **Yes**

- 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? **No**
- 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? **They are issued an ADA badge.**
7. Do prisoners have access to drinking water, toilet and washing facilities at all times? **Yes**
- 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? **No**
- 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? **No**
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, there is an ADA Dorm.**
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? **Yes, Orientation is given to each inmate**
15. Are residential units as calm and quiet as possible both to avoid incidents and to enable rest and sleep, especially at night? **Yes**

SECTION 2- ENVIRONMENT AND RELATIONSHIPS
RESIDENTIAL UNITS: Clothing and Possessions

1. Do prisoners have enough clean prison clothing of the right size, quality and design to meet their individual needs? **Yes**
 - a. Are older prisoners provided with additional clothing and bedding, if required, without the need for medical permission? **Yes**
2. Do prisoners have at least weekly access to laundry facilities to wash and iron their personal clothing? **They may not wash their clothes. However, they may iron once the centralized laundry completes their laundry.**
 - a. Do they have access to laundry/exchange facilities outside the weekly rotation? **Laundry is exchanged four times a week.**
3. Is prisoner property held in secure storage, and can prisoners access their property within one week of making a request? **Inmates maintain their own property.**
4. Are prisoners fairly compensated for clothing and possessions lost while in storage **Yes**
5. Is there a standard list detailing the possessions that women prisoners are allowed to keep, and used across all women's prisons? **N/A**
 - a. Is there a standard list also employed for male facilities of the same security category? **Yes**
6. Are suitable clothes and bags available to discharged prisoners who do not have them? **Yes**
7. Are facilities available before discharge to launder clothes that have been in storage for long periods? **Yes**

SECTION 2- ENVIRONMENT AND RELATIONSHIPS
RESIDENTIAL UNITS: Hygiene

1. Are prisoners encouraged, enabled and expected to keep themselves, their cells and communal areas clean? **Yes**
 - a. Are older and disabled prisoners enabled to keep themselves and their cells clean? **Yes**
2. Do prisoners have ready access to both communal and in-cell toilets, baths and showers in private? **In-cell toilets. However, showers are communal.**
 - a. Are screened toilets in shared cells? **No**
 - b. Is there a shower cubicle adapted for use by older, less able or disabled prisoners as well as baths with grab handles? **There is a handicapped shower available.**

3. Are prisoners able to shower or bathe daily, and immediately following physical activity, before court appearances and before visits? **Yes**
 - a. Is there access at any time during the day? **Yes**
 - b. Are older, less able or disabled prisoners helped to have a bath or shower every day? **Yes**
4. Do prisoners have access to necessary supplies of their own personal hygiene items and sanitary products? **Yes**
5. Is fresh laundered bedding provided for each new prisoner on arrival and then on at least a weekly basis? **Yes**
 - a. Is there a system for the replacement of mattresses in operation? **Yes**
 - b. Are clean pillows available for new prisoners as well as other bedding?
Clean bedding is issued once a week. Pillows are issued to inmates with a cleanable cover.
6. Is a prisoner's valuable property routinely security marked before it is issued? **Yes**

SECTION 2 - ENVIRONMENT AND RELATIONSHIPS
STAFF-PRISONER RELATIONSHIPS

1. Are prisoners treated respectfully by all staff, throughout the duration of their custodial sentence, and encouraged to take responsibility for their own actions and decisions? **Yes**
2. Is there a well-ordered environment in which the requirements of security, control and justice are balanced and in which all members of the prison community are safe and treated with fairness? **Yes**
3. Are all prisoners treated with humanity, and with respect for the inherent dignity of the person? **Yes**
 - a. Is staff aware that the prison has a duty of care for all prisoners, to ensure no prisoners are at risk of physical or emotional abuse by staff or prisoners, and that prisoners are to be held in decent and humane conditions? **Yes**
4. Are staff aware that they should set a personal example in the way they carry out their duties at all times? **Yes**
5. Are staff always fair and courteous in their day to day working with prisoners? **Most of the time**
6. Do staff positively engage with prisoners at all times? **More frequently than not**
7. Is interaction between staff and prisoners encouraged by the senior management team? **Yes**

- a. Does staff help and encourage older and less able prisoners to participate in and access all facilities offered across the prison? **Yes**
8. Does staff routinely knock before entering cells, except in emergencies? **Yes**
9. Are prisoners encouraged by staff to engage in all activities and routines, promoting punctuality, attendance and responsible behavior? **Yes**
- a. What methods are used to encourage prisoners to get involved? **Yes**
10. Is inappropriate conduct on the part of prisoners challenged? **Yes**
- a. Do staff demonstrate skill in confronting low-level disputes without using official disciplinary measures? **Yes**
11. Are prisoners encouraged and supported to take responsibility for their actions and decisions? **Yes**

SECTION 3 – DUTY OF CARE
COMPLAINT/GRIEVANCE PROCEDURE

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**
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? **Yes**
- 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? **Verbal orientation is given to each inmate**
- 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? **Yes, grievance officer**
- c. Is information on the units/blocks always displayed and do prisoners understand it? **Yes**
- d. What are the procedures for blind prisoners? **Most are transferred to a different facility**
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**

- b. Are there forms, and at least one kite box on each block/dorm? **Yes**
 - 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**
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? **They may request staff assistance**
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? **All complaint responses are tracked. They are not always answered timely.**
- a. Are complaints resolved? **Yes**
 - b. Are complaints answered within three working days, or within 10 days in exceptional circumstances? **That is the goal, we are not at 100%**
 - c. Are forms sent back to prisoners because of technicalities in procedure? **Yes**
 - d. Are such complaints referred to the relevant staff member, not back to the prisoner? **No, they go back to the inmate**
 - 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? **Yes**
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? **The grievance officer monitors**
 - b. Does the staff member who dealt with the complaint clearly print their name on the response? **Yes**
 - c. Are staff responses to confidential complaints returned in sealed envelopes? **Yes**

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? **Not always**
- 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? **Literacy problems are aided by education. Blind inmates are housed at a different facility.**

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? **Supervisors are notified of complaint and monitor on each shift.**
- b. Are responses objective and factual, and conclusions based on evidence rather than supposition? **Yes**
- c. What are the adverse effects of filing complaints? **Waiting on a system, instead of resolving issues informally.**
- 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**

- a. Are appeals dealt with fairly, and responded to within seven days? **Yes**
- b. Are prisoners reminded of their appeal option on the relevant forms? **Yes**
- c. How many have appealed in the last six months? **264**
- d. What was the outcome, and how promptly were they answered? **Some were resolved, some were dismissed.**

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**

- a. 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**
- b. Are there any difficulties with access to the CIIC? **Yes**

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**

a. Do blocks/dorms have contact details and information? **Yes**

17. Do prisoners receive help to pursue grievances with external bodies if they need to? **Yes**

a. Do they also receive help in contacting legal advisers or making direct applications to the courts? **Yes**

b. In the last month, how many original grievances and appeals were sent to the Chief Inspector? **(blank)**

c. What do they tend to be about? **Complaints about grievances**

d. What proportion are generally resolved? **(blank)**

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.**

SECTION 3- DUTY OF CARE

BULLYING AND VIOLENCE REDUCTION

1. Does everyone feel safe from bullying and victimization (which includes verbal and racial abuse, theft, threats of violence and assault)? **Yes**

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? **Staff is diligent in watching for the signs of intimidation.**

a. Is the violence reduction strategy widely publicized? **No**

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? **Yes**

c. Do staff understand their duty to maintain a safe environment and what they do to promote this? **Yes, they are very approachable and visible**

- 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? **Yes**
- f. How effective is the strategy in promoting safer custody and violence reduction? **Staff making rounds and being visible helps in the reduction of violence**
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, Informally**
- a. Has there been any consultation in the last six months? **No**
- b. Has an annual confidential survey to all prisoners about bullying been undertaken? **No**
- c. Are there wing representatives? **No**
5. Do staff supervise and protect prisoners throughout the prison from bullying, verbal and physical abuse, racial abuse and threats of violence? **Overall, yes**
6. Are staff consistent in challenging these behaviors? **Yes**
- a. How many incidents occurred in the last six months? **None that actually said bullying**
- b. Are there particular areas where prisoners feel vulnerable to bullying? **No**
- c. What policies provide protection of vulnerable prisoners? **Staff assesses those inmates who may be victimized**
- 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? **They have the opportunity to live in a cell**
- 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? **Yes**
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? **No**
- b. Is a visitors' survey distributed systematically? **No**
- c. Do visiting families know about reporting procedures and do they think that visiting staff are approachable and sympathetic? **Yes**
- d. Are there posters in visiting rooms? **No**
5. 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 it applied consistently throughout the prison? **(blank)**
- a. Has a strategy been formed by systematic consultation with prisoners across the prison? **No**
- b. Is a central log of bullying kept, and are incidents of bullying reviewed regularly by a multidisciplinary committee? **No**
- 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? **They may be used**
- e. How do staff contribute to the strategy? **General meeting**
- f. Is there a coordinated approach by all departments? **Yes**
9. Are allegations of bullying behavior treated consistently and fairly? **(blank)**
- 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**
11. Is inappropriate behavior consistently challenged? **Yes**
- a. Are there bullying posters throughout the prison? **No**
- b. What information is distributed to new arrivals? **Verbal orientation, as well as an inmate handbook**
- c. Is bullying clearly defined to prisoners? **No**
- d. Are staff aware of both direct and indirect forms of bullying? **The term bullying is not used for adults**

12. Do anti-bullying measures support the victim and take the victim's views about their location into account? **No**

a. Do staff understand the link between bullying and aggressive and disruptive behavior generally? **Not a tem used in adult prisons**

13. Are appropriate interventions in place to deal with bullies and support victims?

Intervention is in place for intimidating others

a. What interventions are available to challenge bullies and to support victims of bullying? **Interviews are conducted if threats are made**

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? **Those inmates who report being threatened are interviewed and supported**

SECTION 3: DUTY OF CARE

SELF-HARM AND SUICIDE

1. Does the prison work to reduce the risks of self-harm and suicide through a whole-prison approach? **Yes. Mental Health provides videotape regarding signs of suicide for all new offenders at orientation. All offenders entering prison are screened via initial DMHS suicide video shown monthly over PNN.**

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? **Yes. Initially DMHS identify at-risk offenders. Also, those on suicide watch in county jail are placed on watch at reception and monitored by their parent institution.**

3. Are prisoners who have been identified as vulnerable encouraged to participate in all purposeful activity? **Yes**

4. Are all staff aware of and alert to vulnerability issues, appropriately trained, and have access to proper equipment and support? **All staff receives annual in-service training on recognizing signs of suicide and the policy pertaining to suicide watch.**

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? **As above. If offender has been on suicide watch in the county jail or previously, he/she is placed on precautionary watch in a reception center.**

a. Are the specific needs of different prisoner groups recognized, as are the levels of risk in different areas of the facility? **Yes, for example a suicide chart is actually used for all offenders entering segregation.**

- 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, returns from court, and the Parole Board are recognized with time.**
- c. Is staff training appropriate? **Yes, it is consisted with current policy and treatment of at-risk offenders.**
- d. What is the availability and use of safer cells, particularly in areas of the prison where risks of self-harm are higher? **There are three safe cells in segregation and two in medical. Historically, segregation is a place of high risk.**
- 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? **Mental Health staff are called prior to placement in safe cell.**
6. Does a multi-disciplinary committee effectively monitor the prison's suicide prevention policy and procedures? **SPART Committee meets monthly to review all suicide watches, assess trends, review practice drills, and make recommendations for best practices.**
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? **The Deputy Warden of Special Services chairs the SPART Committee. No prisoners are involved. The team includes a Chief Security Officer, the Health Care Administration, the Mental Health Administrator, and the Deputy Warden of Special Services. No community members.**
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? **Jails communicate with reception centers, which lend information to the parent institution.**
- 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? **Yes. There are porters in the visiting room with contact information for visitors.**
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. All offenders with a history of suicidal behavior and reoccurring mental health problems have an assigned member from the mental health staff and a treatment plan.**
10. Are personal factors or significant events which may be a trigger to self-harm identified? **Yes, staff often offer offenders who receive bad news from home or are approaching a significant anniversary date.**

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? **SPART meeting is interdisciplinary, as are Mental Health team meetings.**
12. Are arrangements in place for following up after a care and support plan has been closed? **There is a suicide follow-up plan for all offenders released from an authorized watch.**
- a. Do unit officers have knowledge of policy and support plans?
Yes, all staff are in-serviced on our suicide policy, along with signs and intervention.
- b. What level of training have they received?
Staff who work in medical and segregation receive specialized Mental Health training. Everyone receives training at pre-service and annual training.
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?
Not at this time.
- a. Is a care suite available to support the work of Listeners? **No**
- b. Is there access to counselors, the chaplaincy team, Listeners and Samaritans at all times? **There is on-going access to Mental Health staff**
- 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? **Yes**
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**
- a. Are prisoners given the opportunity and assistance to make a written contribution to their review? **Offenders are involved in their treatment planning, including cures and plans.**
- 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, all staff receives the same training. Those in segregation and medical receive additional two day Mental Health training.**
- a. Is there a program of refresher training in place? **Yes, yearly in-service**
- b. Do staff have access to first aid kits and shears? **Yes, in each dorm/area of the institution.**

- c. If facility does not have a first night center, do night staff know where first night prisoners and those at risk are located? **Not sure what this refers to**
16. Are incidents of self-harm closely monitored and analyzed at regular intervals to establish any trends and to implement preventive measures? **Yes, at the monthly SPART meeting**
17. Are serious incidents properly investigated to establish what lessons could be learned and to promote good practice? **Yes, as above**
18. Where appropriate, are family or friends of the prisoner informed through a family liaison officer? **No**
19. Is an action plan devised and acted upon promptly as a result of an investigation into an apparent self-inflicted death? **Yes, a mortality review is completed within 30 days**
- 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? **Please contact ODRC Central Office**
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? **Information of this nature is shared with Mental Health agencies**

SECTION 5: ACTIVITIES

LEARNING AND SKILLS AND WORK ACTIVITIES

1. Are prisoners encouraged and enabled to learn, and do they have access to good library facilities?

Yes, offenders are encouraged to learn by several ways:

- **Offering of GED, vocational programs, and college.**
- **Once an offender completes a reentry approved program he can select one of the variety of incentives.**
- **Advertisements via posters, seminars, and TV.**

The offenders do have access to good library facilities. The library has several sections such as the law library, non-fiction, reentry information, fiction, biographies, music, newspapers and magazines, library loan system. There are a variety of books stored in the living areas as well as segregation.

2. Is sufficient purposeful activity available for the total prisoner population?

Yes, such as work, faith-based programming, substance abuse treatment and education, parenting, life skills, conflict resolution, money management, education, computer skills, vocational training, recreational activities, bands, art program and many more.

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? **(blank)**

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? **(blank)**

a. Does provision meet the needs of older, younger adult, and disabled? **(blank)**

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

a. How many prisoners are locked up during the day? **Only those in segregation are locked up during the day.**

b. How many are formally registered as unassigned? **They are assigned porter five duties while in their first week of orientation. They will meet a re-class committee who will reassign them to a job depending on the offender's skill level and education level.**

c. What is the rated capacity compared with current population? **(blank)**

d. How easy is it for a prisoner to get a job? **Offenders can request from the staff, they can write to the re-class chairperson, or the staff can request to fill positions.**

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

Yes, there are many activities within MCI that enhance self-esteem and successful re-entry such as goals program, AA/NA conventions, Parenting seminar, My Child and I Day. Reentry day, young mans march, HOPE program.

7. Are facilities and resources for learning and skills and work appropriate, sufficient and suitable for purpose? **Yes, the facility, resources for learning are appropriate, sufficient and suitable.**

8. Are all prisoners able to access activity areas?

a. Is there access for older and disabled prisoners? **Yes, all activity areas are accessible to the older and disabled offenders.**

b. Are there any inaccessible areas because of poor mobility and insufficient help to get to them? **No.**

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? **In open activities any offender who wishes to participate can. All offenders are able to request to be involved in a program and are placed on waiting list due to seating capacity, program criteria.**

10. Is allocation to activity places equitable, transparent, and based on identified reentry planning needs? **Offenders are identified as basic or intensive once their static assessment is completed. If the offender is identified as basic, he will meet with his case manager and a dynamic assessment with the offender is completed along with a treatment plan. Together they will discuss what problem areas he thinks he needs to address. The case manager will discuss programs available to help address the area of concern. It is the offender's responsibility to apply for the programs discussed in the meeting. He will be seen by the case manager once every six months to discuss his progress.**

If the offender is identified as intensive the reentry management team (RMT) will see him. This consist of the Reentry Coordinator, Recovery staff, Medical staff (if identified), case Manager, Mental Health (if identified), Custody staff. The offender is seen quarterly, twice by the Case Manager, and twice by the RMT. A dynamic assessment is completed as well as a treatment plan with the offender. The programs discussed are suggestions and are not mandated to the offender.

11. Can prisoners apply for job transfers and are they given written reasons for any decisions? **They can apply to their Unit or Job re-class chair for a job change and they will receive a written response.**

a. Does case management link with the reentry planning process? **Yes, case management is a large part of the reentry planning process.**

b. Do prisoners with identified learning needs work in low skilled, production line work, rather than relevant classes? **Treatment teams are held for the MRDD and they assist with meeting the need for that offender.**

c. How are unit-based jobs (cleaners, painters, food service workers etc.) allocated, as these often bypass formal procedures? **All jobs are done through the re-class process. They do not bypass procedures.**

d. Is there any favoritism or line jumping? **If an offender perceives this, he is able to appeal his job re-class or if he perceives favoritism that he is able to write a notification of grievance, which would be investigated by our inspector.**

12. Do local pay schedules provide disincentives for prisoners to engage in education or training activities? **No, skilled vocational training such as OPI is a higher paid position.**

a. Do unskilled jobs with no links to learning offer more pay than education and training activities? **No**

13. Do prisoners who do not work because they are exempt (Long-term sick, etc.) receive sufficient weekly pay? **Yes**

14. Do prisoners who are unemployed through no fault of their own or who are exempt from working unlocked during the day, and provided with access to the library and other activities? **Yes the offenders are able to travel if they are not**

working. They are able to go to recreation during the day, library on their scheduled time, programs, outside, life-line etc.

15. Does the prison have an effective strategy to ensure that learners are able to regularly and punctually attend those activities, which meet their needs and aspirations? **Yes**
- a. What systems are in place for managing punctuality and encouraging attendance at prison activities?
- **The system of Earn Credit requires students to be on time and participate in at least 75% of school or programs in order to earn one day off their sentence.**
 - **Once an offender completes a reentry approved program and have completed the program in good standing, which requires the teacher or program director to evaluate, they are able to receive an (OOPMS) incentive.**
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? **Yes, we make an attempt at giving all the offenders as much information so they can be successful in the community. We have a reentry coordinator that provides community resources. We use PNN to disseminate information to the men. We have community events with many outside agencies to help the men link to the community. We offer to all offenders' job readiness and resumes.**
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? **Yes, through their meetings with the case managers and RMT.**
18. Do work placements provide purposeful and structured training for prisoners? **Yes**
- a. Wherever possible, can vocational qualifications be obtained alongside their work? **Yes**
- b. In the absence of such qualifications, are developed skills recognized and recorded? (blank)
19. Are prisoners helped to continue on their courses when transferred or to progress to further education, training or employment on release? **(blank)**
20. Does the prison accurately record the purposeful activity hours that prisoners engage in, excluding non-purposeful activities in their calculations? **We record any program the offender is taking into the RAP screen. We also calculate community service hours.**

SECTION 5: ACTIVITIES

LIBRARY

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, the education staff often covers the library on the Librarian's off days.**
 - a. How do prisoners with mobility problems get access? **Library is accessible for offenders with mobility problems.**
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, there is a broad range of books in the library and offenders are able to request books though the inter-library loan process.**
3. Do all prisoners have access to a range of library materials, which reflect the population's needs and support learning and skills? **The annual library needs assessment is used to subscribe to newspapers and magazines, which the majority of offenders wish to view.**
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, Westlaw Software has been added to computers found in the Law Library. Updated law materials are also purchased as set by DRC Policies and AR's.**

SECTION 6: GOOD ORDER

SECURITY AND RULES

1. Are security and good order maintained through positive staff-prisoner relationships based on mutual respect as well as attention to physical and procedural matters? **Yes**
2. Are rules and routines well publicized, proportionate, fair and encourage responsible behavior? **Yes**
3. Are categorization and allocation procedures based on assessment of a prisoner's risks and needs? **Yes**
4. Are they clearly explained, fairly applied and routinely reviewed? **Yes**

Security

5. Are there any obvious weaknesses or anomalies in the physical and procedural security of the facility? **Not that I am aware of.**

6. Are the elements of “dynamic security” in place:

- a. Are staff-prisoner relationships positive? **Yes**
- b. Do prisoners receive personal attention from staff? **Yes**
- c. Is there constructive activity to occupy prisoners? **Yes**

1) Do staff cluster during association? **They may, but not for long periods of time.**

2) Are there enough staff in dorm/block areas to facilitate good officer work? **I believe so.**

7. Does effective security intelligence safeguard prisoners’ well-being? **Yes**

- a. Do staff comply with security requirements in terms of filing reports? **Yes**
- b. Are there recent incidents where security reports have led to action? **Yes**

8. Is prisoners’ access to prison activities impeded by an unnecessarily restrictive approach to security? **No**

9. Is strip and squat searching of prisoners carried out only for sound security reasons? **I am not knowledgeable of this practice and therefore I cannot answer this question or the following questions (10-11 in this section).**

10. Are prisoners strip or squat searched only in the presence of more than one member of staff, of their own gender?

- a. If squat searches are used, does their incidence and authorization need to be logged and regularly checked?
- b. Are squat searches only used in exceptional circumstances?

11. Is the criteria to ban or otherwise restrict visitors visible and unambiguous, with an appeal process available?

- a. Are the visitors subject to bans or restrictions reviewed every month?

SECTION 6 – GOOD ORDER: RULES

1. Are local rules and routines publicized prominently throughout all residential and communal areas? **I have no first hand knowledge, as the performance of my duties does not cause me to frequent those areas.**
 - a. Are rules and routines posted/distributed on units/blocks/dorms? **I am not regularly exposed to those areas, in the performance of my duties.**
 - b. Are they accessible to those with language and literacy needs? **I am aware that the unit staff is available to assist with this type of need.**
2. Are rules and routines applied openly, fairly and consistently, with no discrimination? **Discrimination in all forms is not tolerated in today's corrections. Prisoners and staff alike are keenly aware of this, and the possible result of such an act.**
3. Does staff use only the level of authority necessary to ensure a prisoner's compliance with the rules? **By enlarge, yes. There will always be isolated overly aggressive incidents. The end result of a conflict always depends on the employee's resolve to remain professional.**
4. When rules are breached, does staff take time to explain how and why to the prisoner concerned? **I believe the staff for the most part is doing this. In some instances, repeatedly prior to, or rather than, the issuing of a conduct report.**
5. When decisions are conveyed to prisoners, are appeal arrangements explained and made available? **Always. Prisoners of today are more keenly aware of their rights and rights of appeal than ever before. Prisoners are repeatedly informed of their appeal right, complete with forms and explanations of the filing procedures. Staff assistance is also provided in situations of need.**

SECTION 7 – SERVICES: 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? **No**

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**

a. Do medical clearance forms exist on food service workers, and are training courses offered? (**blank**)

7. 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, but inmates are given comparable meal.**

8. 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? **No**

9. Are prisoners consulted about the menu, and can they make comments about the food? **No, Yes**

a. If logs of comments are kept, how frequently are they consulted? **N/A**

b. Is there a food comments book? **No**

10. Is the breakfast meal served on the morning it is eaten? **Yes**

11. Is lunch served between noon and 1:30 pm and dinner between 5 pm and 6:30 pm? **Yes**
12. Do prisoners have access to drinking water (including at night time), and the means of making a hot drink after evening lock-up? **Yes**
13. Are prisoners able to eat together (except in exceptional circumstances)? **Yes**
14. Does staff supervise the serving of food in order to prevent tampering with food and other forms of bullying? **Yes**
15. Where prisoners are required to eat their meals in their cells, are they able to sit at a table? **I have no idea.**
16. Do pregnant prisoners and nursing mothers receive appropriate extra food? **N/A**

**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? **Yes. Programs addressing documented criminogenic needs via faith-based and community programs are conducted by the religious services department ongoing and coordinate with volunteers.**

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? **Currently we are offering programs and services such as kairos. Kairos/outside (for female family members). Kairos/ torch prison fellowship seminars. Exodus programs.**

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? **Yes. We share the above information with several organizations.**

c. What is in place to ensure that the recommendation is implemented? **Teamwork. Good supervision and partnership with volunteers.**

d. What methods of program evaluation are being explored to further document program success? What methods are in place? **Program evaluation method would include feedback from participating staff, volunteers and the offender.**

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, staff in-service training and volunteer training. Our Warden and her deputies work closely with volunteers.

a. Is the culture within the institution continuing to evolve to encourage community volunteers? Explain. **Yes, through volunteer programs as kairos. Prison fellowship. Staff cooperation.**

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? **Actively seeking cross-cultural volunteers make themselves available to meet and support volunteer activities.**

c. How is the DRC/DYS administration working with wardens/superintendents to collaboratively develop protocols that will proactively assist with changing the culture? **Improving policies and procedures. Making resources available.**

d. Have such protocols been developed? **Yes**

e. What are they? **(blank)**

f. Have policies been reviewed to determine if they might inhibit use of community, and have necessary changes been made accordingly? **Yes**

g. What policies have been reviewed? By whom?

Volunteer directives, approvals and religious services directives. By MCI, Senior Chaplain, Central Office staff, CTA and Institutional staff.

h. What policies have been changed so that they do not inhibit use of community volunteers? **Volunteer policies. Volunteer training.**

3. Has DRC/DYS developed a marketing plan to assist in recruiting volunteers from the community and faith-based institutions? **Yes**

a. Does the plan discuss educating volunteers about the justice system? **Yes**

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? What programming exists? What programming is needed?

Yes. Current programs include computer skills cabinet making, auto repair, welding, and agriculture.

Needed Programs: Communication skills, marriage and family training.

c. Is the faith community being encouraged to volunteer to provide programs and services to assist offenders in both the institutions and the community? How?

Yes by word of mouth, speaking engagements, and open house. Tours and video presentations.

d. Has a marketing plan been developed to overcome the public's misperceptions of offenders? **Several proposals are being considered.**

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? **Yes**

f. Is information provided on how individuals and groups can volunteer in the prisons? **Yes**

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? **Yes**

4. Has DRC/DYS developed a standard training program for staff, volunteers, and the community to facilitate working in institutions together? Explain. **Yes, a training program is established per policy. Training Officer and the Chaplains provide volunteer staff and community training on and off grounds.**

a. Does the program include information on:

- 1. Ethics of working with offenders? **Yes**
- 2. Confidentiality issues? **Yes**
- 3. Ensuring safety and security of volunteers? **Yes**
- 4. Working with volunteers? **Yes**
- 5. Rules and regulations for volunteers? **Yes**

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? **Yes**

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, which inhibit offenders' successful reentry? **Currently being developed in House Bill 130.**

6. What improvements have been made regarding communication about programs and services between:

- Staff and volunteers? **Better-coordinated information such as emails, flyers, phone calls, and meetings.**
- Staff and the community? **Mail, newsletters, posters, speakers for community events.**
- Other parts of the criminal justice system and the community? **Through ODRC Central Office Public Relations. News release. Local Police Department website.**

a. What improvements have been made in effectively communicating among staff within the facilities, as well as with the community? **E-mails, memorandums, posters, institutional calendar, handouts, in-service training, phone calls, staff meetings, institutional rounds, and newsletters.**

b. Has an improved communication mechanism been developed in order to ensure these efforts? **Yes**

c. Has the system been developed collaboratively with staff and volunteers to address observed problems? **Yes**

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? **Currently in progress.**

a. Working with faith-based and community service providers, have programs been developed in the community to effectively provide treatment while protecting public safety? **Yes**

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? **Yes**

c. Have local probation departments prepared a listing of community options currently available for judicial use? **Yes**

- 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. **Yes, several churches and faith-based agencies inform their services and programs through newsletters, reports, and special events.**
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? **Yes, at the local judicial level**
- a. Is DRC/DYS working with community organizations and probation departments to expand services available for offenders? How? **Yes. However legislation must be developed to bring full changes.**
- b. Has a community model been created that will help meet the basic needs of offenders within the community? Is it being created? Explain. **Yes, citizen circles working towards that goal.**
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? **Yes, Administrators and the chaplains are reaching out to the Faith-Based community.**
- 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? **Yes, under "Second-Chance Act" funding initiatives.**
- 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? **Yes, through information sharing, e-mails, and workshops.**
- 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? **Yes**
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. **Yes through workshops and job fairs.**
- a. Has a job placement program been implemented? **Not aware of such a program, but annual re-entry days allow developmental strategies.**
- b. Does it provide:
- Information on job fairs to ex-offenders? **Yes**
 - Education of businesses/employers on the benefits of hiring ex-offenders? **Yes**
 - Incentives for employers to hire ex-offenders (i.e., tax breaks)? **Yes**

- Increased involvement of faith-based and community groups? **Yes**
- c. Is there collaboration between the DYS, DRC and Job and Family Services who started the employment centers in Ohio? In what way? **Yes, through kairos and other volunteer groups.**
- 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? **(blank)**
- e. Has the DRC Omnibus Reentry legislation been enacted to reduce unnecessary sanctions in the law and thus made training more relevant? **Yes, via House Bill 130**

INSTITUTIONAL PROGRAMMING

11. Is DRC/DYS working with the faith community and faith volunteers to develop and expand programs within the institutions? **Yes, on regular basis**

a. Do current programs include the following? Are they being developed? Are they being expanded?

- Life skills? **Yes**
- Financial management and budgeting? **Yes**
- Personal hygiene? **Yes**
- Family programs including:
 - Family and community-based orientation? **Yes**
 - Family mediation? **Yes (Conflict Resolution)**
 - Family education and orientation program? **Yes (Parenting, marriage, and community service.)**
 - Transportation and video conferencing for visitation? **No.**
 - Parenting? **Yes.**

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.

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? **Yes, yes, yes. At MCI, we provide several programs to all faith groups. These programs include, and are not limited to the following:**

- **Kairos: Prayer and share monthly reunions/retreats.**
- **Kairos/Outside: Reunions. Picnics. Special events.**
- **Prison Fellowship: Retreats. Seminars. 12-Step Substance Abuse class. Annual Angel Tree. Marriage Seminar.**
- **Gideons: Religious material. Community connections.**
- **MT. Sinai Church: Monthly service. Provides Christmas gifts to offenders' children. Job placement and housing.**

c. Have specific life skills programs been developed in the following areas?

- Budgeting? **Yes**
- Parenting? **Yes**
- Job searches? **Yes**
- Anger management? **Yes**
- Appropriate leisure-time activities? **Yes**

d. Is emphasis centered on using a mentor-type relationship for such training?
Yes

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.? **Do not know**

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

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

12. Has DRC/DYS expanded partnerships with national organizations including faith-based and community organizations to provide programming in state institutions? Explain. **Yes, through Kairos, Billy Graham, and Prison fellowship.**

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?
No

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. **Yes, Through mentoring programs**

a. Are community actors and organizations a part of reentry planning for those offenders who will shortly be returning home? Explain. **Yes, through Exodus**

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? **Yes**

c. Is there a mentorship program for offenders at your facility? **Yes**

d. Are faith-based and community volunteer groups actively developing such a program for participation by offenders at your facility? Explain. **Yes**

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? **Yes. Local church organizations, Kairos organization, and individual volunteering.**

a. What has been done to make the faith community aware of programs and training for the faith community's involvement? **Literature, flyers, posters, videos and staff contact. Chaplain's efforts.**

b. What has been done to create awareness among the faith community of the needs of ex-offenders and the avenues to get involved? **Conferences, church-offender interaction tours, and speaking engagements of the Chaplains.**

c. What effort has been made to inform the faith community of the needs of ex-offenders and volunteer opportunities available? **Same as B (above). Conferences, church-offender interaction tours, and speaking engagements of the Chaplains.**

d. Have leaders among the faith community been identified? How? When? **Yes, all of the time through volunteer commitments.**

e. Have staff been used to accomplish this, using existing organizations, groups and established relationships? Explain. **Yes, Administrators, Chaplains, and all interested staff keep in touch with the above organization.**

f. Has this educational opportunity been extended to faith groups of all kinds? **Yes, through Chaplains and contractors.**

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? **Yes**

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? **Yes**

15. Are offenders informed of various housing options before leaving prison or immediately upon release? How is this done? **Yes, normally through Case Managers. Chaplains and volunteer organizations.**

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? **Not to our knowledge**

b. Is legal advice in these situations available? Have partnerships been formed with local law schools to achieve this end? **Not to our knowledge**

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? **Not to our knowledge**

d. How has DRC/DYS made better use of existing federal programs that aim to address the issue of housing? **Not to our knowledge**

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? **Currently in progress**

a. What educational efforts have been made to:

- Assure the public that their best interest is at hand, that public safety is not at risk, but will improve with these efforts
Public relations
- Inform the public of the many needs of ex-offenders to help them transition successfully back into society? **Yes**

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?
Yes. Statewide meetings. Citizen circles.