

**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT:  
INSPECTION AND EVALUATION  
OF THE  
RICHLAND CORRECTIONAL INSTITUTION**

**January 19, 2010**

**Prepared and Submitted by  
CIIC Staff**

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**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT:**  
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**OF THE**  
**RICHLAND CORRECTIONAL INSTITUTION**

**I. INSPECTION PROFILE**

**Date of Inspection:** September 14, 2009

**Type of Inspection:** Unannounced

**CIIC Member and Staff in Attendance:** Rep. Tyrone Yates, CIIC Chair  
Shirley Pope, CIIC Director  
Toni Del Matto, Inspector  
Darin Furderer, Inspector  
Adam Jackson, Inspector

**Facility Staff Present:** Cindy Meyer, Deputy Warden of Operations  
Lyneal Wainwright, Deputy Warden of Special Services  
Pam Mack, Administrative Assistant

**Areas and Activities Included In Inspection:**

- Entrance/Processing
- Administrative Offices
- Pre-Inspection Meeting
- Housing Units
- Kitchen and Food Prep Area
- Inmate Dining Hall
- Library
- Vocational Services
- Education
- Recreation
- Segregation
- Meeting with Representative Group of Staff
- Closing Discussion

**INTRODUCTION TO QUESTIONNAIRES**

Two questionnaires were developed by CIIC for use on inspections from 2007 to the present. One of the questionnaires is based on the 16 recommendations of the Ohio Correctional Faith-Based Initiatives Task Force. The purpose of the questionnaire is merely to gather information on the extent to which progress is being made in implementing the recommendations. Brief,



handwritten responses to the questions by any staff person knowledgeable of the subject, were requested. Questions and responses are provided at the end of this report.

The second questionnaire 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.

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.

## **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* have 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* consist 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

<b>Activities:</b>	Learning and Skills and Work Activities Library
<b>Good Order:</b>	Security and Rules
<b>Services:</b>	Food Services

The survey questions and responses are inserted in the relevant subject area included in this report.

## II. INSPECTION SUMMARY

The CIIC Director provides a brief summary of each prison inspection to the Department of Rehabilitation and Correction (DRC) Assistant Director as soon as possible following each inspection. The following summary of the inspection was provided to the Assistant Director on September 17, 2009:

- **Cooperation:** *Facility staff were extremely professional, helpful, cordial and accommodating.*
- **Landscaping:** *The shrubs, bright red flowers and landscaping by the entry building as well as on grounds in and around the facility are beautiful. Inmate workers were busy mowing outside. Staff relayed that the horticulture program participants do it all. It was evident that the inmates and staff work hard to maintain the excellent landscape. Flowers aligned the walkways to the entry building, along the Administrative building, and along the walkways of residential units.*
- **Entry Screening:** *The three officers assigned to visitor processing were very professional and cordial. Screening was thorough and included sign-in, badge check, use of an airport like x-ray machine that has reportedly detected cell phones, and use of a metal detector.*
- **Staff Group Overview:**
  - *Staff relayed that the facility is checked on rounds to keep it clean and sanitary, though food services reportedly does its own. When repairs are needed, they try to get them fixed.*
  - *RICI staff are reportedly “great on documentation,” are “wonderfully cooperative,” and it was described as “Fun to work here.”*
  - *RICI has 800 inmates in 1,200 chronic care clinics. In response to medical concerns, some are re-evaluated and some are interviewed.*

- *Mental health staff reportedly do not receive many complaints because they are viewed as one of their advocates. They try to communicate with custody staff and have an open dialogue, to build relationships with them as to what works and what does not work. No change was seen in the mental health population over time except that some have been taken off the caseload who merely wanted medication, but they still have the same number on the caseload, with 350 to 400 on psychiatric medications.*
- *The facility was described as a “nice, clean, well maintained institution,” where they take care of the basic needs within the confines of their budget. The institution is reportedly nine years old now, which is taking a toll on upkeep. Staff relayed that RICI has “Great staff and a good group of inmates.” Thievery and layoffs were cited as the greatest concerns.*
- ***Young, Short Term Offenders:*** *In an effort to separate some of the gang members and inmates who appeared to exhibit behavioral problems, staff recently began to separate and disperse the inmates assigned to the former short-term offender unit, putting them with older inmates. Inmates in the unit which had been “wild” spoke of the positive action of staff in making the moves which were preceded by a rash of thefts. Some inmates relayed that the young offenders have been falsely blamed for robberies and thefts committed by others, something that is reportedly easy to do because of the bad reputation that has been earned by the young, short term offenders, more specifically, the Heartless Felons. Inmates also relayed that there “used to be a big problem” regarding thefts, but staff “moved the clique” which resolved the problem. Reportedly the problem existed for six months. They claimed that “staff knew” but no inmates reported it. They were glad to see the action of the moves.*
- ***Young Offenders:*** *One staff person described safety and security matters as “pretty good.” The problems reportedly stem from the younger offenders who steal. There has also been a problem with tobacco thrown over the fence.*
  - *Others also discussed the young offenders as the “biggest concern.” They reportedly lack respect for anyone and need immediate gratification.*
  - *A veteran officer relayed that in the last year or so, the population has changed. With the increased presence of young offenders, the facility is reportedly less safe and secure, with more disciplinary problems. The youth were viewed as a “different breed,” negatively affecting the prison’s atmosphere.*

- *The young, short term offenders affect them the most. Staff cited the many younger inmates as a challenge. They are reportedly difficult to deal and fight authority. They are reportedly disrespectful and commonly involved in fights, thefts, and stealing.*
- *The Inspector shared that the biggest concern is theft and continuing to do what they can do to catch the ones doing the stealing. They are reportedly “getting good.” Staff relayed that when the older guys get their property stolen, they know that’s “not good.”*
- ***Security Threat Group Issues:*** *Staff seem to appreciate the fact that no major gang disturbances have erupted at Richland CI in spite of the fact that they have the same troubling young, short term offenders who are negatively impacting many if not all of the prisons. One of their assets is that they have older convicts and some lifers who have abandoned gang activity, and who are able and willing to help others to learn from their mistakes. Gang activity, particularly the “Heartless Felons,” consists primarily of gang related thefts. They reportedly have not been the “horrible problem” at RIC1 that they have been elsewhere.*
- ***Refusing to Lock:*** *Staff indicated that many inmates who were in celled close security prisons, then reduced to level two due to positive adjustment, and transferred to RIC1 with their open dorms, refuse population, are placed in segregation, and eventually are transferred back to level three. Those who try the compound generally adjust. One of the prisons inspected in 2009 relayed that they place those who arrive from level three prisons in a separate general population housing area initially. It reportedly has been very helpful in easing the inmates into the medium security environment. Such a special effort would seem to better serve the inmates’ interest as well as the interests of the DRC. Some of those inmates may well be just what RIC1 needs to stabilize the challenging youth population.*
- ***Staff/Inmate Interaction:*** *Administrative staff are well known by the inmates, an indication that regular meaningful rounds are made. It was also considered positive that inmates felt comfortable approaching them with questions or problems.*
- ***Atmosphere:*** *Overall, the atmosphere was relaxed. Inmates were respectful, friendly and seemed to welcome communication with the CIIC team. They spoke freely with no indication of concern about the presence of other inmates or facility staff. The CIIC Chairman noted that the inmates were “older, sophisticated and respectful.” He also witnessed how the young fall in line when given standards.*

- ***Inmate Movement:*** *The inmate movement on the yard was relaxed, yet orderly and controlled.*
- ***Population:*** *The average age of their inmate population is in the upper 30s. Staff relayed that their inmates stay long, yet they cited a high turnover of inmates. The facility is “full,” so with 30 to 35 arriving per month, 30 to 35 leave.*
- ***Overcrowding:*** *With a population of approximately 2,600 inmates, and a rated capacity of 1,785, the capacity is exceeded by 815 inmates, and the population is 145 percent of the capacity. Staff indicated that they have been overcrowded since the first two or three months of operation, so staff are used to it.*
- ***Staffing:*** *Last year, morale reportedly hit bottom with the staff lay-offs, when the facility lost about 35 positions. Not only was it difficult for them to suffer the loss of their co-workers, but the reality that they have fewer people to do even more work caused a lot of stress. Morale is considered to be fairly good at the present time.*
- ***Disrespect/Name Calling:*** *Inmates in the dining hall expressed anger about an alleged pattern of officer disrespect and derogatory name calling toward inmates. They alleged that staff have “bad attitudes,” that “they yell and cuss at us,” and staff “treat us like dogs, not men.”*
  - *They relayed that because the officers’ supervisors are often present, it would be futile to report the misconduct to the supervisors through any informal complaint. They also alleged that the Inspector protects the officers “even when they’re wrong.” Inmates said that, “You report it and they blow you off. That’s a problem here.” Inmates in the housing units alleged that if an inmate uses the grievance procedure “they retaliate and they cover each other.”*
  - *Numerous inmates relayed that several food service staff are disrespectful to inmates, and that officers working in food service often use abusive language towards inmates as they move through the line and when directing them to where they must sit in the chow hall.*
  - *The fact that they could sit anywhere for their meal on the day of the inspection was allegedly due to the CIIC presence. Initially, inmates were being directed to sit in particular areas, but a change was observed during the meal period in which inmates appeared to be able to sit where they wish.*

- *The inmates who relayed complaints about the above referenced disrespect and the below referenced OC spray were all African American, including some homosexuals who alleged the same misconduct on staff's part, though perceived it to be harassment due to their sexual orientation.*
- ***OC Spray/Mace:*** *Inmates made serious allegations that staff misuse the OC spray. At least 10 inmates alleged that Officers use the OC spray without any verbal warning and after inmates have already been restrained. One inmate stated that Officers threaten to use the spray when an inmate merely hesitates to follow a direct order to leave an area or to get off of the phone. One inmate alleged, "We get maced for coughing around here! They talk badly to us!"*
  - *Facility staff relayed that Officers were trained to properly use the OC spray in November of 2008. Reportedly, staff are instructed to complete an incident report if the OC spray is used. Staff also confirmed that spray cans are weighed at the end of each shift.*
- ***Multitude of Programs:*** *RICI is fortunate to have so many excellent educational and vocational programs including Adult Basic Education, pre-GED and GED, Horticulture, Barber School, Graphic Arts, Computer Drafting, Dry Wall, Carpentry and Plumbing Apprenticeships, and the dog training program.*
- ***Programs by Outdate:*** *Concerns were expressed throughout the facility from those who cannot get into programs because they are serving long sentences. Program enrollment is based on one's outdate, so those who have years to serve are reportedly not able to get into programs. One relayed that he has been at RICI for two years, has an outdate of 2015, wants to get into the carpentry program and has signed up for programs, but has been told that he does not qualify yet.*
  - *The provision of programming for those with short sentences or those close to their release is obviously positive, compared to the past when those with short sentences were not eligible to enroll in programs. However, it is a serious concern if others are being shut out of programs due to inadequate program resources. Many relay strong motivation for program participation. Such participation can reduce idleness which otherwise exacerbates safety and security in already crowded, short-staffed institutions. Some who cannot get into programs due to their longer sentences expressed frustration with the fact that many short term offenders do not even want to attend.*

- **D.R.I.V.E. Program:** *The “D.R.I.V.E” program was observed during the inspection. The written material indicates that an inmate is the founder of the program, which stands for: Discipline, Respect, Initiative, Values and Educate as the road to success. An inmate instructor/lecturer spoke to a group of 14 inmates about learning prison rules, values, treating people as they want to be treated and sharing the prison environment. The inmate did an excellent job of reaching the class, with all focusing their attention on him and his message. There was a panel of four instructor/lecturers, plus a Unit Manager present for supervision. This program would seem to be excellent for all new arrivals system-wide, and especially at the reception centers.*
- **Psychology of Incarceration Program:** *A portion of a session of the Psychology of Incarceration Program was observed during the inspection, upon invitation from the inmate instructor. Staff relayed that some facility staff and selected inmates completed the “Training for Trainers” course, and now serve as facilitators. The presentation to 10 inmates in the class discussed the eight “domains” of criminogenic needs which reportedly identifies whether an inmate is “re-entry ready.” His delivery of information and personal experiences, high level of intelligence, and ability to promote positive communication to the inmates was extremely powerful.*
- **Inmate Program Facilitators:** *RICI seems to have done an impressive job of permitting if not encouraging, recruiting and supervising inmate involvement and leadership as program developers and facilitators, unlike any seen elsewhere. It is fitting in these times of scarce resources and programs, but it also enables inmates to know the satisfaction of helping another. Inmates also facilitate a Red Cross program and “sell birds.”*
- **\$42 GED Test:** *Staff relayed that due to Department of Education budget cuts, inmates no longer receive a waiver of the \$42 fee to take the GED test. It would cost the Richland Correctional Institution approximately \$9,000 to pay for the tests based on the number of inmates involved in the GED program. Unless DRC is able to find the funds for this purpose, each inmate will have to pay the fee. Inmates with owed court fines are only permitted to keep \$15 in their account, with income over that paid to the court. Therefore, it would be impossible for them to even save up to pay such a fee.*
- **Grievances:** *Reportedly 20-25 grievances are filed a month, but the Inspector sees a lot of inmates daily on rounds including the chow hall. He reportedly resolves many problems.*
- **Inmate Complaint Forms:** *Inmates alleged that informal complaints are not available from unit staff or officers. Administrative staff explained that there was a period in which*

*they ran out of informal complaint forms. They reportedly made photocopies of the remaining informal complaints to ensure that forms were accessible in each housing unit.*

- ***The Cost of Mailing a Grievance Appeal:*** *The concern was expressed that due to budget cuts, inmates are only permitted to have one “free letter” (pre-stamped envelope) per month. Indigent inmates reportedly cannot afford to pay the high cost of postage. They rely on that “free letter” to communicate with loved ones. They do not understand why inmates have to pay for grievance appeals, when they could easily be transported to central office from the prisons via state inter-office mail, postage free. The cost of mailing a grievance is perceived by some as a deterrent which effectively discourages use of the grievance procedure.*
- ***2.4 Foot Lockers:*** *Inmates relayed that the facility has fund raisers and inmates have purchased pillows and blankets in the commissary to benefit the fund raising program. However, if all of their personal property must fit in their locker box, the pillow alone would take up most of the space. Their discussion indicated that this is a serious concern to them. They feel that the 2.4 should exempt state issued items.*
- ***Meal:*** *The meal consisted of fish, tartar sauce, two slices of bread, fried potatoes, pineapple and coleslaw. The opinions were mixed on the rating of the meal. It was considered average. Inmates complained that the food portions are too small. Inmates stated that inmates steal commissary from other inmates because they do not get enough to eat.*
- ***Kitchen Preparation Area:*** *The kitchen preparation area was in need of a thorough cleaning. Debris was in the middle of the floor and under the counters. There was no clean area. All present described the area as dirty.*
- ***Insects:*** *Flies and bees were present on entering the dining hall, in the dining hall, on the serving line and in the kitchen. According to staff in the area, bread loaves are stored in a locked storage room, and they only have mice “on occasion.”*
- ***Food Waste:*** *An uncovered large garbage can was filled with leftover food from the breakfast meal. The uncovered food was likely one reason for the abundance of flies in the prep area, though such practices have been known to attract rodents as well. There was also an uncovered storage bin that was used as a garbage pail on the floor near the second cooler. Inside the bin was old frozen cabbage that had recently thawed and was now covered in water. There was also other unidentified debris in the bin.*



- **Kitchen Restroom:** *There was no soap and no hand towel in the restroom, and a brick sized opening in the wall was black with crud.*
- **Coolers:** *Although workers indicated that they are supposed to stack food no more than 18 feet from the ceiling in the coolers, there was no mark to guide anyone. Some of the stacks were haphazard and tilting. One cooler stored oranges, apples, potatoes, vegetables and eggs. There was a foul odor in the cooler, and a major mess on the floor as if persons ate fruit and dropped the remains in the corner. An inmate was cleaning up the floor. Although the dairy cooler did not have any visible spills on the floor, there was an odor of spoiled milk.*
- **Library:** *The CIIC Chairman was very pleased with the library, stating that it was “The finest we have seen,” adding that it is “so professionally managed,” and the “best” seen to date. Many periodicals, newspapers and movies were available, as well as DVDs and CDs. The CIIC Chairman was particularly impressed that the Richland CI Library is the first seen in the prison system in which the books are actually catalogued. Facility staff relayed that staff donate books for the library.*
  - **“Friends of the Library:”** *Staff relayed that RIC and their inmates are affiliated with the national organization, “Friends of the Library.”*
  - **African American Book Section:** *In spite of the extraordinary positive aspects of the library, including its extreme cleanliness, the CIIC Chairman noted that the addition of a section specifically for African American literature, as well as a Hispanic section, would be welcomed by the many avid readers in the inmate population. In addition, this could assist rehabilitation in powerful ways.*
  - **Internet Indirect:** *The Librarian will assist as needed and appropriate to access information on the internet, including requests for case documents for inmates.*
  - **Administrative Rules:** *The law library was impressive. The Administrative Rules and DRC policies, including index pages, were neatly organized and reportedly updated frequently. According to staff, the inmate law clerk provides assistance to inmates as needed. There are approximately eight requests for Administrative Rules per day, with “Appropriate Supervision” cited as the most frequently requested. Inmates in the housing units relayed that Administrative Rules used to be at the Officers’ station in the units, but no longer are accessible except in the library.*

- **CIIC Memo:** *The CIIC informational memo was posted, but was not the memo for the current biennium. The memo is available from the website at [ciic.state.oh.us](http://ciic.state.oh.us).*
- **Library Aides:** *The library employs approximately 15 inmates simultaneously, each assigned to particular duties, even book bindery in which books are repaired and re-bound as needed. The examples of their recent repair work were amazing. The various assignments given to the inmates demonstrated an effort to create meaningful jobs in which inmates are actually learning aspects of library science and valuable job skills.*
- **Book Categories:** *The library books were divided in part by “Large print”, Non-Fiction, Religion, and Fiction. African American literature is reportedly mixed within the inventory of books in numerical order within categories. Hispanic books can be easily located by a green tab over the catalog number.*
- **School:** *RICI has between 820 and 860 students. The education building was very clean and impressive. Although some restrooms were found to have no soap and no towels, staff relayed that those areas are not populated. Students in class were attentive. The horticulture building was amazingly clean and organized, with tools neatly displayed in a locked cage.*
- **Housing Unit Bathrooms:** *Inmates complained that they have no soap or hand sanitizer in the bathroom, but are expected to bring soap with them. The point was made that if effective hand washing practices are to be promoted to prevent the spread of communicable illnesses, soap should be provided.*
  - *The appearance of the bathrooms in several housing units, particularly the upper and lower levels of H1, prompted concern. Two urinals in the upper level and one urinal in the lower level were out of order. Staff relayed that a work order was submitted for the maintenance staff to repair the urinals. However, inmates on each level alleged that RICI has constant plumbing problems, particularly with the urinals. One inmate stated that each of the eight urinals has been out of order on separate occasions this year. He alleged that the sewer and drainage issues have never been corrected.*
  - *Facility staff explained that they only have one plumber due to the layoffs in November 2008. However, they have implemented an inmate plunging team who flush the toilets every hour to prevent the back-ups caused by other inmates flushing foreign objects down the toilet.*

- **Segregation:** *There was a puddle of water underneath an inmate's cell door, which extended to a drain, a few feet away. According to the inmate, he reported the water earlier in the day to the First Shift staff and was under the impression that a work order was submitted to maintenance. Water was also observed near the cell door of the next inmate. Facility staff noted that inmates at times flood their cells, suggesting that the water may have been caused by one of the inmates. One segregation cell was empty reportedly due to damage done by the previous inmate.*
  - *Although staff relayed the cells are cleaned once a week by inmate porters, the showers were covered with mildew and scum, and the build-up of dirt on the walls in the showers appeared to have been there for years. Segregation staff reportedly requested a power washer to remove the dirt.*

## **DRC FOLLOW-UP COMMUNICATION**

Follow-up communication regarding the inspection report was provided through the DRC Assistant Director. The Warden provided the following response to specific issues:

**Youthful/Short Term Offenders/Heartless Felons** – We have recently revamped the STG Committee and they are working daily to identify the inmates who are causing the majority of the issues. They are working closely with the DRC Central Office Assistant STG Investigator/Coordinator and STG Investigator/Coordinator to continue to identify ways to deal with this population.

**Disrespect by Staff** – This will be addressed in in-service training which begins February 1, 2010.

**OC Spray Misuse** – All staff who uses OC must write an incident report. Once the report is received, we weigh the OC canister and we also review the camera video. We have not noticed any incidence of misuse.

**Bathrooms (missing soap)** – Inmates may request soap and towels from the officer in their housing unit. They must use their own towels and wash cloths. In public restrooms (ie. Recreation, etc.), soap and paper towels are provided.

**Segregation** – a full time cleaning crew has been assigned to segregation.

**Plumbing Issues** – We recently hired a Maintenance Supervisor and he is monitoring these issues on a daily basis. He has assigned an MRW to work with the plumber to insure a faster response to these issues.

**\$42.00 GED Fee** – Education recently was permitted to waive this fee for several students through a grant. We will continue to seek grants at our level to help offset this fee.

### **III. CIIC STATUTORY REQUIREMENTS**

#### **A. ASSIST IN THE DEVELOPMENT OF IMPROVEMENTS**

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

#### **The Library: Creation or Expansion of Minority Book Sections**

During the course of the 2009 inspections which always included the library, the CIIC Chairman, Representative Tyrone K. Yates, has cited the need for African-American and also Hispanic designated Book Sections in Ohio prisons and juvenile correctional facilities. There is also a need for sufficient copies of periodicals of popular magazines for the African-American and Hispanic inmates. Jet, Ebony, and Black Enterprise were suggested. In addition to the literature, African-American and Hispanic movies, and books on tape should be provided. The purpose of the proposed improvements is to enhance cultural awareness, not only on one’s own but of others, and to enlighten inmates through classic biographies. In addition, a section dedicated to African-American and Hispanic literature would bring a different perspective to American history. The Richland Correctional staff seemed receptive to the suggestions.

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

With the system-wide overcrowding and understaffing, it is a constant challenge for staff to keep the inmates busy with programs and activities, yet idleness leads to serious safety and security problems. Many inmates seem to crave the library, possibly for the solace that it provides. Many more could learn to enjoy reading with the right selection available. Some of the reading incentives that the public libraries and schools use for school children could be used within the DRC and DYS institutions. The facilities could form ad hoc committees to include inmates in order to zero in on making their library the best that it can be.

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

Inmates in segregation have limited access to the library. Those in Local Control are in segregation for up to six months. At the Southern Ohio Correctional Facility and Ohio State Penitentiary, those in “4B” and above are effectively in isolation indefinitely, sometimes for years. If they were provided with good biographies and even good self-help books, at least the

isolation would be filling their mind with something positive that may make a difference in their life. Reading can keep them mentally healthy, as well as make them think, which ultimately affects their actions.

### **RICI Library Walk-Through**

Staff relayed that the general hours of operation of the library are from 8:00 a.m. to 10:00 a.m., 1:00 p.m. to 3:10 p.m., and 6:00 p.m. to 8:00 p.m. The library was very impressive. As relayed in the summary, the CIIC Chairman stated that the Richland Correctional Institution library was “the finest we have seen to date” in reference to the 2009 inspections. The CIIC Chair was particularly impressed with the layout of the library. The books were clearly well organized so the inmates could find the information they requested. The CIIC Chairman was particularly impressed that the Richland Correctional Institution library is the first seen in the prison system in which the books are actually catalogued. Facility staff relayed that staff donate books for the library.

Inmates have access to Westlaw (legal research service) through two computers as well as the Administrative Rules (AR) and DRC Policies through the law library where the CIIC memo was clearly posted. The library also has a designated section for reentry services and legal research.

The inmate law library clerk directed CIIC to the Administrative Rules and DRC Policies that were neatly stacked and easily accessible in the law library room. According to inmate workers, the most requested Administrative Rule is 5120-9-04 regarding “Appropriate Supervision”. The second most requested Administrative Rule is A.R. 5120-9-31 regarding the Inmate Grievance Procedure. The inmate grievance procedure is often used by inmates in relation to the appropriate supervision allegations. According to section D of A.R. 5120-9-04, *inmates may always address issues of alleged discrimination, including inappropriate supervision by utilizing the inmate grievance procedures in accordance with rule 5120-9-31 of the Administrative Code.*

The library aides stated that they update the A.R.’s and policies frequently and demonstrated their designed boiler plate templates for motions, appeals, etc. They further relayed that they have designated forms for inmates to request information about their case docket. In addition, they relayed that legal books were taken out of the library and stored in a warehouse, but are available within 24 hours upon request.

Staff relayed that they have from 12 to 20 inmate workers in the library. When asked about printing, staff explained that inmates may put money on something similar to a debit card and may print to a central location in the library.

### **CIIC Memo**

The CIIC memo from the current 128<sup>th</sup> Ohio General Assembly is posted inside the window of the Richland Correctional law library to prevent any tampering from inmates. The memo was clearly visible for all inmates.

## **Friends of the Richland Correctional Institution Library**

During the inspection of the library, CIIC had an opportunity to speak with the inmate president of the “Friends of Richland Correctional Institution Library” group. “Friends of Richland Correctional Institution Library” is part of the Friends of Libraries U.S.A. (FOLUSA). According to their website, the Friends of Libraries U.S.A is a national nonprofit organization providing networking opportunities and educational support for local Friends of Libraries groups, Trustees, and library foundations across the country. Over 2,000 Friends groups, boards of trustees, libraries and foundations belong to FOLUSA representing hundreds of thousands of library supporters. Established in 1979 as a committee of the Library Administration and Management Association (LAMA) of the American Library Association, FOLUSA is now a national leader in library support and advocacy. Additional information regarding the organization can be found at <http://www.folusa.org>.

Reportedly, last year the Friends of Richland Correctional Institution Library raised \$4,000 and just recently were able to purchase two new televisions for the library. The inmate stated that the group purchases books in \$500 increments at a time. An ongoing fundraiser includes a candy bar sale, in which they sell 400-500 a month in candy bars. The group also has two food fundraisers a year, which reportedly generates approximately \$1,500. Reportedly, as of November 2009, the group has been in place for three years. On the day of the inspection, there were reportedly 221 inmate members enrolled in the program. The following is an example of the membership agreement for the “Friends of Richland Correctional Institution Library:”

### **Entitlements**

- Members in good standing are entitled to vote when votes are called for.
- Members are entitled and encouraged to participate in Friends of the Richland Library (FORL) sponsored programs and activities.
- Members are entitled and encouraged to offer suggestions and input on order to create a sense of teamwork and direction for all members.
- Members who meet the criteria identified in the By-Laws may seek election and appointment to all offices and positions available within the FORL.
- Members will be permitted to check out up to “TEN” library books at a time.
- Members will be eligible for “ONE” additional Inter Library Loan (ILL) request form on the first of every month.
- Members will receive a \$1.00 refund on all FORL major food fundraisers and must purchase orders through commissary (two per year).
- Members will get a Monthly Movie Night with popcorn.
- Members will get a free banquet every October during “National Friends of the Library Week”.

### **Effective Date of Membership**

- The effective period of each member's actual membership shall be one year from the month that the membership agreement is signed. Membership benefits officially begin when agreement is signed.
- Each member will receive a membership card that reflects the expiration of membership date and a membership renewal notification "ONE" month prior to expiration.

### **Membership Fees**

- FORL membership shall be \$5.00 per year (12-month period starting at time membership agreement is signed). This fee may be in full out of the next month's state pay, or in two installments of \$2.50 deducted from state pay over a "two" month period.
- No refunds will be given once the membership agreement is signed and a cash slip has been submitted to the Cashier's office for membership.

The inmate president relayed that Friends of Richland Correctional Institution Library were recognized in 2008 with a national award by the Friends of Libraries USA. According to the FOLUSA website, Friends of Richland Correctional Institution Library group was recognized for the following reason:

While not exactly a school library or media center, the FOLUSA awards committee was quite impressed by the Friends of the Richland Correctional Institution Library. During the month of October, the Friends sold CiCi's pizza to the general population at Richland Correctional facility. The sales total for this endeavor was just over \$3,800, of which the Friends made \$1,127 in profit, all of which will be used to purchase new books for their library. Also during October, the group conducted a membership drive that resulted in 22 new members. With an annual membership fee of \$5, all membership fees fund the library's daily operations and annual banquet.

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***Expectations Questions and Responses: 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**
  - a. How do prisoners with mobility problems get access? **Yes**
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**
3. Do all prisoners have access to a range of library materials, which reflect the population's needs and support learning and skills? **Yes**
4. Does this include:
  - a. Literacy? **Yes**
  - b. Math? **Yes**
  - c. Language? **Yes**
  - d. Employability? **Yes**
  - e. Vocational training? **Yes**
  - f. Social and life skills? **Yes**
5. Do library materials include a comprehensive selection of up-to-date legal textbooks and DRC Administrative Rules and DRC Policies? **Yes**

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**B. ATTENDANCE AT A GENERAL MEAL PERIOD**

Per statutory requirement, each inspection must include attendance at a general meal period. *On the date of the inspection, the lunch meal period was attended.* The meal consisted of a fried fish patty with tartar sauce, fried potatoes, cole slaw, and pineapple tidbits. The meal was considered adequate, though the potatoes were described members of the inspection team as “tough and hard to eat”. Although it was CIIC’s understanding that inmates could choose juice or milk, a sign posted in the dining room indicated that milk for lunch is reserved for those 20 years of age and younger. The milk comes in a plastic bag or pouch made by Ohio Penal Industries. The juice is obtained from a drink dispenser.



## FOOD SERVICES

### Kitchen

The food service staff were in the process of cleaning the kitchen after recently completing the preparation for the dinner meal. The kitchen area included four coolers, three freezers, and one dry storage area. The food service staff prepares the food for the next meal in advance and stores it in the first cooler also known as the “short-term” cooler. Potatoes and what appeared to be cake were on uncovered trays. Food service had finished preparing the dinner meal for the day and would start preparing the breakfast meal for the following day after the dinner meal period was complete.

Dairy products are stored in the second cooler. According to staff, dairy products are delivered once per week and have a shelf life of seven days after purchase. *Although there were no visible signs of spilled milk, the cooler smelled of spoiled milk.* Staff relayed that they receive bread deliveries on Tuesday, and produce on Thursday. They added that meat and milk products will be delivered on Wednesdays starting in October 2009.

The third cooler is used for meat products and thawing frozen foods, and is connected to the meat freezer. In addition to inspecting the four coolers, CIIC also inspected a freezer that stored Kosher meals. The freezer also stored cookies to keep them out of sight of the inmates. Reportedly, inmates would steal the cookies before and during the meal periods. The cooler was clean and was an appropriate temperature of 37-degrees.

One area had a large puddle of standing water. However, an inmate was observed cleaning the tables and floor nearby. All of the appliances appeared to be in working condition and there was no indication of current maintenance issues. The counters were clean, but there was some debris on the floor. Food service staff wore the required hairnets and plastic gloves for sanitary reasons. CIIC also wore the required hairnets, as requested. Such request was a good indicator that in practice all who enter the area must abide by the rules affecting sanitation.

The inmate bathroom was observed to be very dirty and had no soap or paper towels. A trash can with no lid was observed with food overflowing from the top. Another bin was observed in the food prep area that had food scraps, large ice chunks, and some water, uncovered in the bin. An inmate was later observed cleaning out a cooler that had ice build-up on the bottom.

The food preparation area was full of boxes and it was very hard to walk through the area. Inmates were actively stocking the coolers from the boxes. In one freezer, there were inmates stocking the food boxes with no staff members present to supervise the inmates. The floor was sticky. One could hear shoe bottoms pulling off the sticky surface as people walked through the area.

Regarding the reported concerns, facility staff relayed that the Health and Safety staff makes rounds once a month.

### **Inmate Dining Hall**

The inmate dining hall is air conditioned and divided into two sections with 240 seats on each side for a total seating capacity of 480 inmates. The 480 seats included eight handicapped seating areas on each side. Staff relayed that the inmate population in the dining hall was less on the day of inspection because many inmates were able to purchase fried chicken dinners from a local restaurant. The purchases made by the inmates were part of the "Combined Charities" week that was previously mentioned. A sign hung above the serving line on the wall stating the following: "Milk is available at lunch for offenders 20 and under."

The inmates proceeded through the lunch line single file. During the meal period, inmates had an opportunity to speak to the CIIC inspection team. Numerous inmates made allegations of inappropriate supervision and verbal abuse from staff. Several inmates made serious allegations that members of the staff use abusive language towards the inmates during the meal periods. The verbal abuse reportedly occurs as inmates move through the serving line. The inmates further alleged that staff "treat us like dogs, not men."

Several inmates made serious allegations that staff abused the OC spray. Reportedly, staff threatened to use the spray after an inmate hesitated to follow a direct order. The inmates believe staff have not been properly trained to use the spray. Facility staff later relayed that Correctional Officers were trained on the proper use of OC spray in November 2008. Reportedly, staff are instructed to complete an incident report when the OC spray is used. Staff also relayed that spray cans are weighed at the end of each shift.

Another inmate stated that staff treat inmates like children and tell them where to sit during the meal periods. During the inspection, inmates appeared to be able to sit wherever they wanted. However, two inmates stated that staff were "putting on a show" and altering normal practices due to the inspection.

During the lunch meal, napkins were noticeably absent from the serving line. At least one inmate cited this as a concern. When facility staff were later asked about the napkins, they stated that they had a problem with abuse of paper products. They explained that they have ordered the packets which contain a "spork", knife, and napkin, but the packets had not yet arrived by the date of the inspection. Inmates were also not provided with salt and pepper. Inmates were observed bringing their own condiments into the chow hall such as hot sauce and seasoned salt. At the Lake Erie Correctional Institution inspection in 2009, the Warden indicated that as the result of a grievance appeal decision by the Chief Inspector's Office, they were required to provide salt and pepper at the inmate meals, which was at considerable cost. One would assume that such determinations at one institution would be applicable to all institutions, but that is apparently not the case in this instance.

During the morning meeting, staff relayed that some inmates have complained that they were not fed enough during the weekend brunch meals. Brunch is a cost cutting effort in which inmates

receive a combination breakfast and lunch meal on weekends and holidays. Reportedly, the cost savings is in reduction of staffing for two meals instead of three. In the later discussion with inmates, two inmates voiced concerns about the amount of time between dinner on Friday and brunch on Saturday. One inmate alleged that he waited 18 to 20 hours because his unit was the first to be called for dinner on Friday and the last to be called to brunch on Saturday. One inmate stated that they ran out of food for the brunch menu and substituted hot dog for ham and two cookies for a honey bun. Several inmates listening nearby expressed their concerns about the weekend brunch meals. The inmates relayed that they are being served less food each time as the brunch meal is reportedly getting smaller.

Another concern that was relayed during the meal period was the selection of movies for the inmates. Several inmates alleged that staff selected movies more suitable for children than adults. They also stated that the selection of books and music is very limited. However, staff reportedly have not received complaints regarding the content of the movies. Instead, staff relayed that inmates are generally more concerned about the amount of movies they show because the Richland Correctional Institution is reportedly only required to show three movies per day.

One older inmate said that there is no help from staff in dealing with the younger inmates. When he came into the prison system as a young man, it was the older guys that reportedly showed him the way. According to the inmate, the older inmates in his younger years pushed him to go to school. He stated that he would like to give back, but the younger population is not receptive to advice and staff reportedly will not help because they would be labeled “an inmate lover” by their coworkers.

An African-American inmate alleged that his Caucasian girlfriend was treated unfairly by staff when she visited him. He stated that she was sent away for reportedly wearing inappropriate clothing. According to the inmate, his girlfriend has actually arrived in baggy sweatpants and has still been sent home by staff. When she would return after her clothes were changed, staff reportedly made her sit around for a very long time only to tell her that she would not get to visit.

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*Expectations Questions and Responses: FOOD SERVICES*

1. Are prisoners offered varied meals to meet their individual requirements?  
**Yes, meals are varied for dietary and religious reasons.**
2. Is food prepared and served according to religious, cultural and prevailing food safety and hygiene regulations? **Yes, Kosher meals are provided. The Food Service requirements of the Ohio Department of Health are followed. Meals are provided for certain religious holidays.**
3. Do all areas where food is stored, prepared and served, conform to the relevant food safety and hygiene regulations? **Yes.**
4. Are religious, cultural or other special dietary requirements relating to food procurement, storage, preparation, distribution and serving, fully observed and communicated to prisoners? **Yes**
  - a. Are Halal certificates displayed where prisoners can see them? **No.**

- b. Are appropriate serving utensils used to avoid cross-contamination? **Yes.**
- c. Do kitchen staff make special arrangements for different types of food, and special dietary requirements for e.g.

Pregnant inmates? **N/A.**

Specific religions? **Yes.**

Prisoners with disabilities? **Yes.**

d. Do prisoners who are on special diets have confidence in the preparation and content of the meals? **Yes, occasional concerns arise over liquid and mechanical soft diets.**

- 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? **All individuals are trained to inform their supervisor if they are ill. If seriously sick, the infirmary issues a medical lay-in. Uniforms issued by the Department are worked in.**

Do medical clearance forms exist on food service workers, and are training courses offered? **No.**

- 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? **A bagged meal is provided for their trip.**
- 8. Do prisoners have a choice of meals including an option for vegetarian, religious, cultural and medical diets? **There is a vegetarian option served to everyone. With proper documentation, an individual will be provided a medical diet and certain religious diets.**
  - a. Are all menu choices provided to the same standard? **Yes, to the same nutritional standards. If an individual is fasting, the meal that ends the fast does not compensate for the lost calories.**
  - 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? **Prisoners often make comments about the food. They are not consulted about menu choices at the prison level, but maybe by the Department Dietitian.**
  - a. If logs of comments are kept, how frequently are they consulted? **Kites are filed after an initial review.**

- b. Is there a food comments book?  
**No, Questionnaires are provided.**

10. Is the breakfast meal prepared 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?  
**The meals are served during these time frames.**
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? **Yes.**
16. Do pregnant prisoners and nursing mothers receive appropriate extra food? **N/A.**
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### **C. ATTENDANCE AT AN EDUCATIONAL OR REHABILITATIVE PROGRAM**

#### **Psychology of Incarceration**

The statute also requires each inspection to include attendance at an educational or rehabilitative program. On the day of the inspection, the “Psychology of Incarceration” Program was attended in the upper level of the H2 housing unit. According to the information provided by the GWC website, “The Psychology of Incarceration” is a community reentry and recovery program. The on-site information provided by staff states that the Psychology of Incarceration program is based on the principles and practices of restorative justice and focuses on the impact of incarceration on individuals, families and communities. It is designed to empower incarcerated and formerly incarcerated men and women to identify and overcome self-imposed limitations and other barriers to their successful reentry and recovery.

The program was being led by an inmate program facilitator, who reviewed information with the group in preparation for a final exam. He discussed a list of domains on the board and asked the class how those topics affect inmates in the reentry process. The following is a list of domains discussed by the inmate:

- Employment/Education
- Marital/Family Relations
- Associations and Social Interaction
- Substance Abuse
- Community Functioning
- Personal/Emotional orientation
- Attitude

The inmate also discussed the “FREE” concept, an acronym that means the following:

- F- Focus on your thoughts.
- R- Remember where it leads.
- E- Eliminate the error.
- E- Explore your options.

According to staff, “FREE” essentially is a concept that stresses the importance of “freeing” oneself by controlling one’s thoughts and actions to promote pro-social behavior. The inmate program facilitator was most impressive, with an excellent delivery of good information that he seemed to truly believe in. There was a genuine quality in the delivery, a willingness to interject personal experiences, even the report that he left a security threat group and why. He showed indications of a high level of intelligence, and demonstrated an ability to promote positive and purposeful communication between the inmates. The inmates were faced with controversial topics and there was no question that inmates were engaged in the learning process during this program.

Additional program material provided on request has been reviewed. According to the program material provided for CIIC review, former Ohio prison inmates Khalil Osiris, Rasheed Jihad and Tony Villa created the Psychology of Incarceration Program while in prison and continued it after their release. It is further relayed that Robin Herman, a corrections professional, co-authored the program, so that the course and curriculum were their joint effort. It is described as an accredited university curriculum and one that is approved to earn hours toward degrees and certification in counseling.

In an opening statement about the program, written by an inmate program facilitator, the following was relayed:

This course is about challenging your thinking and perception. It is about teaching you to make changes that will cause you to live a better quality of life, and live it in freedom, regardless of your physical location. We teach this course because we believe in it. It has worked and continues to work for us. We receive nothing in the way of extra privileges or an increase in state pay for doing this. What we do receive is the sense of worth that comes from helping another man transform his life for the better.

According to the course description, the goal of the program is to teach participants how to use *The Psychology of Incarceration* texts and curriculum to:

1. Develop an understanding of how incarceration is a metaphor for self-imposed limitations;

2. Empower incarcerated individuals with the conceptual tools and practical skills needed for successful recovery and reentry;
3. Facilitate group experiences utilizing a format called “Talking Circles”; and
4. Demonstrate understanding of the curriculum by completing all “Journey Book writing assignment entries.

Participants explore challenges, difficulties, and stressors that research reportedly shows are long-term barriers to recovery and reentry for incarcerated and formerly incarcerated individuals and their families. These challenges are examined in the context of what Viktor Frankl reportedly identified as three critical factors that can inhibit spiritual and moral well-being once returned to the community:

1. Transferring to others in anger, brutality reportedly experienced while incarcerated;
2. Becoming bitter when people in one’s family and community are uninterested and unsympathetic to one’s pain and suffering; and
3. Disillusionment with the realities one encounters once released.

The journey book entries are used to explore the impact of those factors on one’s functioning in areas of daily life that criminal justice research and professional literature have described as “seven dynamic domains:” employment/education, marital/family relations, associates and social interaction, substance abuse, community functioning, personal/emotional orientation, and attitude. The program is designed to help participants develop greater insight into the nature of their own thinking, feelings, choices and acts of self-imposed limitations.

Three program objectives are cited in the program materials, cognitive, affective and functional, each which are further described below:

*Cognitive* - Participants will be able to demonstrate an understanding of the following traits as they interface with other factors, each of which is cited as a mental health challenge:

- Attachment as it interfaces with arrest and detainment in the county jail.
- Love as it interfaces with family dynamics during transition to prison.
- Friendship as it interfaces with relationships on the range.
- Intimacy as it interfaces with mental illness and other health issues on the
- Gregariousness as it interfaces with rule 31, subversive threat group activities
- Cooperation as it interfaces with accelerated aging on the range
- Trust as it interfaces with anxiety of pre-release and parole

*Affective-* Participants will be able to affirm the personal value of the following traits as a personal characteristic of well-being: attachment, love , friendship, intimacy, cooperation, and trust.

*Functional:* Participants will be able to articulate how the conditions of incarceration may influence the distortion of personal characteristics of well-being and how ultimately the individual may still have the choice to resist the following distorting influences:

- Arrest and Detainment on the trait of attachment
- Transitioning to prison and the trait of love
- Relationships on the range and the trait of friendship
- Mental Illness/Health issues on the range and the trait of intimacy
- Gang activity on the range and the trait of gregariousness
- Accelerated aging and the trait of cooperation, and
- Pre-release and parole and the trait of trust.

## **PROGRAMS OVERVIEW**

Richland Correctional Institution offers programs in education, recovery services, re-entry, community services, and religious services. The programs are designed to prepare offenders for successful re-entry upon their release and to encourage community involvement.

### **D.R.I.V.E. Program**

The inspection also included attendance of the “D.R.I.V.E” Program, which stands for Discipline, Respect, Initiative, Values, and Educate. According to the information on the program provided by staff, D.R.I.V.E. provides inmates with social skills and tools that will enable them to deal with the various challenges of their surroundings responsibly and constructively. Further, D.R.I.V.E. is designed to repair and transform destructive thinking and negative behaviors through instruction, examination, discussion, and mentorship in a formal group setting.

The participants of the D.R.I.V.E. program focus on the following key goals to:

- Examine and embrace the positive aspects of the program principles:  
Discipline, Respect, Initiative, Values, and the need to Educate.
- Develop proper communication.
- Prevent unnecessary conflict and trouble.
- Recognize penalties and consequences of non-productive choices and actions.
- Identify and implement healthy personal hygiene and physical fitness.
- Establish and complete daily tasks.
- Learn about the rules and laws that govern particular environments.
- Practice appropriate dress codes.



There are five weekly 90-minute sessions. The classes include 40 participants and four facilitators including one primary facilitator and three co-facilitators. On the day of the inspection, an inmate facilitator was leading the class. The information provide by staff cites an inmate as the founder of the program. The facilitators teach the class through lectures/testimonials, group discussions, question and answer periods, written assignments, videos, and guest speakers. The following is an illustration of the eight main primary targets of the program:

- Proper Communication.
- Prevention of Unnecessary Trouble.
- Basic Manners and Home Training.
- Recognizing Penalties for A.R. Violations and/or Outside Crimes.
- Proper Hygiene.
- Setting Daily Tasks and Doing Them.
- Educate on Inmate Handbook.
- Proper Institution/ Employment Dress Code.

### **Inmate Program Facilitators**

*The two programs observed during the inspection, in content, communication, focused attention of the inmate participants, and delivery by the inmate facilitator in the role of teacher, were regarded as extremely positive. In these times of staff shortages which create program shortages and contribute to idleness, which tends to increase misconduct in the institutions, facility staff at other prisons have discussed thoughts of using inmates in untraditional ways connected to programming. Indeed, there are inmates who want to be part of the solution in challenging times, whether to impact the overall environment, to fill their need for having a sense of purpose, and/or to help a fellow inmate. The pilot project at Lorain CI and Grafton CI to train inmate observer aides to help suicidal inmates is an example of how inmates can help. In many instances, they may be better able to communicate with fellow inmates than civilian employees. The inmate population has tremendous untapped potential which can and should be maximized, without reverting to the days when inmates system-wide clearly were working in inappropriate positions and roles reportedly due to staff shortages.*

*The CIIC staff view is that a good guiding principle should be to always ensure staff presence and supervision, and to abide by the language of the DRC policy on Inmate Groups, which states, “In addition, staff supervision of all activities will ensure that no inmate or group of inmates will be given control or authority over other inmates.”*

### **Education Programs**

According to their website, Richland CI offers academic programs in Pre-GED, GED, Adult Basic Education Literacy unit, post secondary education, and Transitional Education Programming. A brief description of each program is provided below:

- Adult Basic Education (ABE)- ABE/Literacy is an academic program for all offenders who read at a reading level below 227 on CASAS and who do not possess a high school diploma or GED verified by the Ohio Central School System. The student remains in the ABE program until a reading level of at least 227 on CASAS is achieved.
- Pre-GED- This program is designed to assist in preparing the student in passing the General Equivalency Diploma Exam. The criteria for this program includes a reading level score between 227 to 239 on CASAS and does not possess a high school diploma or GED verified by the Ohio Central School System.
- GED- This program is also designed to assist in preparing the student in passing the General Equivalency Diploma Exam. GED classes involve intensive study in the areas of writing skills, mathematics, reading, social studies, and science. The criteria for this program require a reading level score of 240 and above on CASAS.

Richland CI's Ohio Central School System Monthly Enrollment Report provides information on the number of inmates enrolled in educational programs for the month and year-to-date, the number of inmates on a waiting list for a specific program, number of certificates given, number of GED tests passed for the month, number of GED tests given, and additional information for the Fiscal Year. From July 1, 2008 to June 30, 2009, there were 542 inmates enrolled in academic programs.

**Table 1. Number of Richland Correctional Institution Inmates Enrolled in an Educational Program with Breakdown by category July 1, 2008- June 30, 2009**

Type of Educational Program	Number Enrolled July 1, 2008- June 30, 2009
<b>Literacy (0-226/6.0)</b>	<b>273</b>
<b>GED (240+/ 9.1+)</b>	<b>269*</b>
<b>Special Education</b>	<b>53</b>
ABLE (0-226/0-6.0)	0
High School/ High School Options	0
Pre-GED (227-239/6.1-9.0)	0
GED Evening	0
<b>Academic Total</b>	<b>542</b>

\*According to the monthly education data, 139 inmates took the GED during the Fiscal Year 2008. Reportedly, 71 of the 139 inmates passed, comprising 51.1 percent.

According to the most recent monthly report from September 2009, Richland CI had 311 inmates enrolled in an academic program as follows:

**Table 2. Number of Richland Correctional Institution inmates enrolled in an Educational program with breakdown by category September 2009**

Type of Educational Program	Number Enrolled August 2009	Percent
GED (240+/ 9.1+)	156	51.1%
Literacy (0-226/6.0)	129	41.5
Special Education	26	8.4
ABLE (0-226/0-6.0)	0	
High School/ High School Options	0	
GED Evening	0	
Pre-GED (227-239/6.1-9.0)	0	
<b>Academic Total</b>	<b>311</b>	<b>100%</b>

According to the monthly data, the Richland Correctional Institution had 480 inmates on the waiting list from July 1, 2008 to June 30, 2009. Based on their most recent monthly report, Richland CI had 476 on the waiting list at the end of September 2009.

**Table 3. Number of Richland Correctional Institution Inmates on Educational Waiting List with Breakdown by Category for Fiscal Year Ending June 30, 2009 and for September 2009**

Type of Educational Program	Number on Waiting List	
	July 1, 2008- June 30, 2009	September 2009
GED (240+/ 9.1+)	425	420
Literacy (0-226/6.0)	55	56
ABLE (0-226/0-6.0)	0	
High School/ High School Options	0	
GED Evening	0	
Pre-GED (227-239/6.1-9.0)	0	
Special Education	0	
<b>Academic Total</b>	<b>480</b>	<b>476</b>

In addition to offering courses in ABLE, Pre-GED, and GED, the Richland Correctional CI also offers inmates the opportunity to tutor other inmates. According to the Ohio Central School System Monthly Enrollment Report, 66 inmate tutors completed 21,561 hours in Fiscal Year 2008. A total of 58 inmates were trained to be tutors during the same period. During the month of September 2009, 50 tutors completed 4,195 hours. There were a total of 12 inmates trained to be tutors during the month of September.

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***Expectations Questions and Responses: LEARNING, SKILLS AND WORK ACTIVITIES***

1. Are prisoners encouraged and enabled to learn, and do they have access to good library facilities? **Yes**
2. Is sufficient purposeful activity available for the total prisoner population? **Yes.**
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? **Yes.**
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? **Yes.**
  - a. Does provision meet the needs of older, younger adult, and disabled? **Yes.**
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 inmates in segregation.**
  - b. How many are formally registered as unassigned? **Only the orientation inmates.**
  - c. What is the rated capacity compared with current population? **(Blank/No answer).**
  - d. How easy is it for a prisoner to get a job? **Due to over population, this is more difficult than it was in the past. All inmates have the opportunity to request jobs.**
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.**
7. Are facilities and resources for learning and skills and work appropriate, sufficient and suitable for purpose? **Yes.**
8. Are all prisoners able to access activity areas? **Yes.**
  - a. Is there access for older and disabled prisoners? **Yes.**
  - 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? **Yes.**

- a. Is a full schedule of activities available to all prisoners? **Yes.**
10. Is allocation to activity places equitable, transparent, and based on identified reentry planning needs? **(No answer.)**
11. Can prisoners apply for job transfers and are they given written reasons for any decisions?  
**Yes. Both written and verbal.**
- a. Does case management link with the reentry planning process? **Yes.**
- b. Do prisoners with identified learning needs work in low-skilled, production line work, rather than relevant classes? **Usually.**
- c. How are unit-based jobs (cleaners, painters, food service workers etc.) allocated, as these often bypass formal procedures? **Based on inmate requests. 90-days at current job-before requesting new job.**
- d. Is there any favoritism or line jumping? **No.**
12. Do local pay schedules provide disincentives for prisoners to engage in education or training activities? **No.**
- 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.**
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? **Passes and Rules.**
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.**
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.**
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? **Yes.**

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

**Yes.**

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

**Yes.**

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## **VOCATIONAL PROGRAMS**

According to staff, Richland Correctional CI is considered to be a “vocational institution.” As a result, Richland CI reportedly offers the most vocational programs in the state, including but not limited to the following:

- Turf Management
- Barbering
- Carpentry
- Drywall
- Auto Collision Repair
- Plumbing
- Administrative Office Technology
- Baking
- Graphic occupations
- Visual Communications
- Drafting
- Apprenticeships in plumbing, electrician, maintenance, animal trainer, carpenter, cook, HVAC and building maintenance repair

According to the monthly data, the Richland Correctional Institution had 147 inmates enrolled in vocational programs from July 1, 2008 to June 30, 2009. The Barbering Program had the highest number of participants with 56 inmates enrolled during the same period. The table below illustrates the breakdown of the vocational programs during the Fiscal Year ending June 30, 2009.

**Table 4. Number of Richland Correctional Institution Inmates Enrolled in Vocational Programs with Breakdown by Category July 1, 2008- June 30, 2009.**

Type of Vocational Program	Number Enrolled July 1, 2008- June 30, 2009
Barbering	56
Auto Collision Repair	21
Baking	21
Carpentry	21
Administrative Office Technology	15
Commercial Arts	13
<b>Career-Tech Total</b>	<b>147</b>

Richland Correctional Institution had 135 inmates enrolled in vocational programs from August 1, 2009 to August 31, 2009. The Barbering Program continued to have the highest number of participants with 38 inmates enrolled during the month. The table below illustrates the breakdown of the vocational programs during the month of August 2009.

**Table 5. Number of Richland Correctional Institution Inmates Enrolled in Vocational Programs with Breakdown by Category September 2009**

Type of Vocational Program	Number Enrolled September 2009
Barbering	35
Baking	21
Carpentry	20
Auto Collision Repair	18
Administrative Office Technology	13
Commercial Arts	13
<b>CAREER-TECH TOTAL</b>	<b>120</b>

**Table 6. Number of Richland Correctional Institution Inmates on Vocational Waiting List with Breakdown by Category for Fiscal Year 2008 and Program Participants November 2009**

Type of Vocational Program	Waiting List July 1, 2008- June 30, 2009	Type of Vocational Program	Inmate Participants November 2009
Carpentry	328	Carpentry	20
Auto Collision Repair	283	Auto Collision Repair	16
Barbering	183	Administrative Office Technology	12
Baking	168	Baking	21
Administrative Office Technology	158	Barbering	35
Commercial Arts	14	Commercial Arts	12
<b>Career-Tech Total</b>	<b>1,134</b>	<b>Career-Tech Total</b>	<b>116</b>

In the November 2009 Ohio Central School System Monthly Enrollment Report, there were 116 inmates in Career-Tech programs, with five inmates under the age of 22. Year to date totals from January 1, 2009 through November 2009 show that 142 inmates participated, and 1,106 were on a waiting list. The largest waiting list is for Carpentry at 311, followed by Autobody with 282, then 168 for Baking and 161 for Barbering. The smallest waiting list was for Commercial Arts with 32. According to the monthly data, the Richland Correctional Institution had 480 inmates on the waiting list at the end of the Fiscal Year in June 2009.

## **UNIQUE PROGRAMS**

Richland CI offers several unique programs that assist inmates in parenting, violence elimination, and recovery services. Below is a brief description of the unique programs cited on the Richland CI website:

### **Family Life Center**

The Family Life Center seeks to provide offenders with a variety of programming needs to help build the bridge between incarcerated *fathers and their children*. Program opportunities that assist in that mission include *Responsible Family Life Skills, Success After Prison, From the Inside Out, Victim Awareness, Financial Management and Reclaiming American Citizenship*.

### **P.R.O.V.E.**

The Personal Responsibility of Violence Elimination Program focuses on offenders whose crimes include *domestic violence* behavior. The 13-week program aims at increasing awareness of the offenders' behavior while providing avenues to change.

### **90-Day Intensive Outpatient Program**

The 90 day "IOP" is provided by Recovery Services staff and functions to instill knowledge into offenders regarding the disease of *chemical dependency* and its effect on the various areas of the offenders' life. This is approached in a holistic manner rather than strictly discussing substance abuse, and offenders receive nine hours of group work for 12 weeks.

## **COMMUNITY SERVICE PROGRAMS**

Richland Correctional Institution offers community service programs listed on their website to include: Pound Puppy Program, Greeting Cards for Nursing Homes, Stamps for Kids and Reading Room Narrator. Below is a brief description of the pound puppy and the reading room narrator programs.



## **Pound Puppy Program**

The Pound Puppy program trains seven to eight dogs each in seven-week cycles. The dogs are taught five basic commands and two certified instructor volunteers are utilized from the Richland County Dog Kennel Club. The program works in conjunction with “Kind Hands Four Paws” (Zanesville), Logan County Shelter (Bellevue), and Mid Ohio Animal Welfare League.

## **Reading Room Narrator**

In 2000, 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 Ohio Central School System Monthly Enrollment Report, the Richland Correctional Institution served a total of 192 children in the reading room for the month of November 2009, 950 children from January through November 2009, and 572 children from July 1, 2008 to June 30, 2009. The inmate narrator worked 50 hours for the month of November 2009, and 329 hours from January 1, 2009 through November 2009.*

## **Program Schedules**

Richland CI staff provided on-site information regarding the daily program schedules. An example of the daily schedule is listed below. The date of the schedule is from March 17-19, 2009. Some of the programs may no longer be available.

### **Tuesday, March 17, 2009**

<u>Time</u>	<u>Program</u>	<u>Location</u>
8:30 a.m.- 10:30 a.m.	Thinking For A Change	H5 Upper
8:30 a.m.- 10:30 a.m.	Responsible Family Life Skills (Short-Term Offenders)	H1 Upper
1:45 p.m.	Money Smart	H2 Upper

**Wednesday, March 18, 2009**

<u>Time</u>	<u>Program</u>	<u>Location</u>
8:00 a.m.- 10:00 a.m.	Spanish Class	H4 Upper
9:00 a.m.- 10:30 a.m.	Money Smart	H1 Upper
1:00 p.m.	Inside Out Date	H4 Lower

**Thursday, March 19, 2009**

<u>Time</u>	<u>Program</u>	<u>Location</u>
8:30 a.m.- 10:30 a.m.	Thinking For A Change	H5 Upper
9:00 a.m.- 10:30 a.m.	Thinking For A Change	H4 Lower
1:30 p.m.	Responsible Family Life Skills (Short-Term Offenders)	H1 Upper

**RELIGIOUS SERVICES**

According to their website, the Richland Correctional Institution has two Chaplains that work alternating schedules during the week to ensure services are provided seven days per week. One Chaplain works Monday through Wednesday with Thursday and Friday off. The second Chaplain works Wednesday through Friday with Monday and Tuesday off. Both of the Chaplains work alternating weekends.

In addition to the Chaplain, Richland CI also uses two contractors, a Deacon for Catholic worship and an Islamic Imam. The following is an example of the daily religious schedule:

### Richland CI Daily Religious Schedule

<b>RICI Religious Services Staff</b>	<b>Day</b>	<b>Time</b>
First Chaplain	Monday	7:00 a.m.- 5:00 p.m.
	Tuesday	7:00 a.m.- 5:00 p.m.
	Wednesday	11:00 a.m.- 8:00 p.m.
	Thursday	OFF
	Friday	OFF
	Saturday/Sunday	Alternate Weekends
	<b>Religious Services Contractors</b>	
Second Chaplain	Monday	OFF
	Tuesday	OFF
	Wednesday	9:30 a.m.- 7:30 p.m.
	Thursday	11:00 a.m.- 9:00 p.m.
	Friday	8:00 p.m.- 6:00 p.m.
	Saturday/Sunday	Alternate Weekends
	<b>Religious Services Contractors</b>	<b>Day</b>
Catholic Priest	Monday	1:00 p.m. to 3:00 p.m.
Islamic Imam	Wednesday and Friday	9:00 a.m. to 11:00 a.m.

### Program Schedule

<b>Day</b>	<b>Time</b>	<b>Name of Program</b>
Sunday	8:30 a.m.	Protestant Worship
	1:00 p.m. Every other week	Protestant Volunteer
Monday	1:00 p.m. Every other week	Urban Style Worship
	1:00 p.m.	Taleem
Tuesday	1:00 p.m.	Jehovah's Witness
Wednesday	1:00 p.m.	Prayer and Share
Thursday	6:00 p.m.	Bethel Bible Study/ Other Schedule Studies
	6:00 p.m.	Contemporary Praise and Worship
Friday	2:00 p.m.	Jummah
Saturday	6:00 p.m.	Catholic Confessions/ Rosary
	7:00 p.m.	Catholic Mass/Communion

#### IV. FACILITY PROFILE

##### History

According to the 2009 *Richland Correctional Institution Internal Management Audit Book*, the Richland Correctional Institution was constructed in 1996 and received its first offender on December 17, 1998. Richland Correctional Institution is a medium/minimum security facility located on State Route 545 just north of Mansfield, Ohio and immediately north of the old Ohio State Reformatory. The institution operates on a total of 78 acres, including 45 acres inside the fence. According to information provided by staff, the facility was originally designed to hold 1,855 inmates in an open bay dormitory campus-style setting. Inside the main compound, there are 18 buildings including five housing units and one segregation unit. There are also four additional buildings outside of the fence. Two of the buildings are shared with the nearby Mansfield Correctional Institution.

##### Budget

According to the DRC website, the current estimated budget is \$32,105,883, subject to monthly review and adjustment. The daily cost per inmate is reported as \$39.86. The cost per inmate annually is estimated to be \$14,548.90. By comparison, as cited in the November 2003 CIIC inspection report on the Richland Correctional Institution, the estimated budget in 2003 was \$34,892,663. Since 2003, the budget for the Richland Correctional Institution decreased by \$2,786,780. The decrease in the annual budget occurred despite an increase in the inmate population. The inmate population at Richland Correctional Institution increased from 2,200 inmates as reported in 2003 to 2,574 as reported on the DRC website on September 14, 2009.

**Table 7. Richland CI Budget Comparison from 2003 to 2009**

2003 Budget	\$34,892,663
2009 Budget	\$32,105,883
<b>Difference</b>	<b>-\$2,786,780</b>

Using current RICCI website data on September 11, 2009, the GRF budget divided by a population of 2,574 equals an annual cost of \$12,473.15 or \$34.17 per day. The daily cost on the website is cited as \$39.86 per inmate.

## A. INMATE DATA

The Richland Correctional Institution website reported a total inmate population on September 14, 2009 of 2,574 inmates with 1,540 black inmates (59.8 percent), 1,000 white inmates (38.9 percent), and 34 inmates listed as “other” (1.3 percent). Reportedly, no escapes or walkaways have occurred in 2009. Information regarding the racial breakdown is provided below.

**Table 8. Number of Inmates at Richland CI with Breakdown by Race on September 14, 2009**

<b>Race</b>	<b>Number of Inmates</b>	<b>Percent</b>
African-American	1,540	59.8 %
Caucasian	1,000	38.9
Other	34	1.3
<b>Total</b>	<b>2,574</b>	<b>100 %</b>

### **Crowding**

According to the ODRC Weekly Population Count Sheet, as of October 5, 2009, the prison population totaled 51,123. The population at the Richland Correctional Institution was reported to be 2,519 inmates. A total of 21 ODRC institutions exceeded their rate of capacity, with Lorain Correctional Institution reception center being the most crowded, at 281.37 percent of their rated capacity. Richland Correctional Institution ranked 15<sup>th</sup> system-wide at 135.79 percent of their rated capacity. A total of 12 institutions were at or below their rated capacity, with the lowest rate at the Corrections Medical Center at only 66.19 percent of its rated capacity.

**Table 9. ODRC Percentage of Crowding per Institution based on Rated Capacity and Inmate Population Count on October 5, 2009**

<b>PRISON</b>	<b>Percent of Crowding</b>	<b>Rated Capacity</b>	<b>Population Count October 5, 2009</b>
<b>Lorain Correctional Institution</b>	<b>281.37%</b>	<b>746</b>	<b>2,099</b>
Lebanon Correctional Institution	184.27%	1,481	2,729
Warren Correctional Institution	171.25%	807	1,382
Chillicothe Correctional Institution	172.33%	1,673	2,883
Grafton Correctional Institution	162.62%	939	1,527
Hocking Correctional Facility	162.42%	298	484
Correctional Reception Center	162.33%	900	1,461
Allen Correctional Institution	161.26%	844	1,361
Mansfield Correctional Institution	160.67%	1,536	2,468
Trumbull Correctional Institution	156.32%	902	1,410
Ross Correctional Institution	155.38%	1,643	2,553
Ohio Reformatory for Women	154.78%	1,641	2,540
Belmont Correctional Institution	142.16%	1,855	2,637
Marion Correctional Institution	136.01%	1,666	2,266
<b>Richland Correctional Institution</b>	<b>135.79%</b>	<b>1,855</b>	<b>2,519</b>
Noble Correctional Institution	132.51%	1,855	2,458
North Central Correctional Institution	124.85%	1,855	2,316
Southeastern Correctional Institution	113.69%	1,358	1,544
London Correctional Institution	109.56%	2,290	2,509
Madison Correctional Institution	106.46%	2,167	2,307
Dayton Correctional Institution	101.66%	482	490
Lake Erie Correctional Institution	99.46%	1,498	1,490
Franklin Pre Release Center (Females)	98.75%	480	490
North Coast Correctional Treatment Facility	96.21%	660	635
Toledo Correctional Institution	96.14%	1,192	1,146
Pickaway Correctional Institution	95.13%	2,465	2,345
Oakwood Correctional Facility	92.77%	191	177
Montgomery Education and Pre Release Center	92.61%	352	326
Northeast Pre Release Center (Females)	89.06%	640	570
Southern Ohio Correctional Facility	86.75%	1,540	1,336
Ohio State Penitentiary	78.36%	684	536
Corrections Medical Center	61.43%	210	129
<b>TOTAL</b>	<b>132.05%</b>	<b>38,715</b>	<b>51,123</b>

## Security Threat Group

As of September 14, 2009, out of a total population of 2,574, there were 464 inmates at Richland Correctional Institution profiled as a member of a security threat group, comprising 18 percent of the population. As of September 14, 2009, members of 170 different security threat groups were identified. The eight largest security threat groups ranked highest to lowest at Richland CI are:

*White Supremacist*  
*Folks/Gangster Disciples*  
*Heartless Felons*  
*Aryan Brotherhood*  
*Bloods*  
*Down the Way*  
*Crip*  
*Five Percenter*

The Security Threat Groups listed above have multiple members ranging from 10 to 41. Inmates who have been identified as a security threat group member are assigned a participation level ranging from one to three. Level one inmates are considered passive and have admitted membership. Level two inmates are considered active. Level three inmates are considered disruptive and have a pattern of criminal activities.

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### ***Expectations Questions and Responses: 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? **Yes.**
  - a. Is the violence reduction strategy is widely publicized? **Yes.**
  - b. Is monitoring part of the strategy and as a minimum, does it cover feelings of safety among prisoners, incidents of bullying (verbal and physical), number of assaults, number of racist incidents, location of incidents and action taken? **Yes.**
  - c. Do staff understand their duty to maintain a safe environment and what they do to promote this? **Yes.**

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

e. Are prisoners consulted as part of the strategy development and maintenance? **Yes.**

f. How effective is the strategy in promoting safer custody and violence reduction?  
**Continue to exercise back to basics in this area.**

4. Are prisoners consulted and involved in determining how their lives in the prison can be made safer, how bullying, verbal and physical abuse, racial abuse and threats of violence are confronted, how conflicts can be resolved and what sanctions are appropriate? **Yes.**

a. Has there been any consultation in the last six months? **Yes.**

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? **Yes.**

6. Are staff consistent in challenging these behaviors? **Yes.**

a. How many incidents occurred in the last six months? **Blank. No Answer.**

b. Are there particular areas where prisoners feel vulnerable to bullying? **Commissary.**

c. What policies provide protection of vulnerable prisoners? **DRC Policy 55-SPC-03.**

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? **If Protective Control transfers inmates to the appropriate facilities.**

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? **No.**

a. Are prisoners' families encouraged to come forward if they feel they are being bullied to bring drugs into prison? **Yes.**

b. Is a visitors' survey distributed systematically? **Yes.**

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.**

8. Is an effective strategy in place to deal with bullying which is based on an analysis of the pattern of bullying in the prison and is applied consistently throughout the prison? **Yes.**

a. Has a strategy been formed by systematic consultation with prisoners across the prison? **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? **Yes.**

e. How do staff contribute to the strategy? **By observation and reporting.**

f. Is there a coordinated approach by all departments? **Yes.**

9. Are allegations of bullying behavior treated consistently and fairly? **Yes.**

a. Are they investigated promptly? **Yes.**

b. Are outcomes of investigations recorded and is the prisoner who reported the bullying supported? **Yes.**

10. Are prisoners made aware of behavior that is unacceptable through a well-publicized policy and are made aware of the consequences of bullying? **Yes.**

11. Is inappropriate behavior consistently challenged? **Yes.**
- a. Are there bullying posters throughout the prison? **No.**
  - b. What information is distributed to new arrivals? **Orientation classes on assaults, victim information, and handbooks.**
  - c. Is bullying clearly defined to prisoners? **Yes, it is called Victims Awareness.**
  - d. Are staff aware of both direct and indirect forms of bullying? **Yes.**
12. Do anti-bullying measures support the victim and take the victim's views about their location into account? **Yes.**
- a. Do staff understand the link between bullying and aggressive and disruptive behavior generally? **Yes.**
13. Are appropriate interventions in place to deal with bullies and support victims? **Yes.**
- a. What interventions are available to challenge bullies and to support victims of bullying? **PROVE Program, Victim Awareness Program, DRIVE Program, Cage Your Rage Program, Supervision Reviews, and Unit Management.**
  - 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? **Yes.**

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### **Use of Force**

The Report of Racial Breakdown and Use of Force provides the number of use of force incidents by staff with the racial breakdown of the inmates who were subjected to force. In July 2009, there were only *two use of force incidents* at Richland Correctional Institution, one each involving a Black inmate and a White inmate. One of the incidents was assigned to a Use of Force Committee to be investigated. The other incident was logged as "No Further Action Required."

During the First Quarter of the 2009 calendar year, the Richland Correctional Institution had *34 use of force incidents*. *The predominance of use of force incidents involved Black inmates. According to the data, 24 Black inmates were involved in use of force incidents, comprising 71 percent. By comparison, only ten White inmates were involved in use of force incidents, comprising 29 percent.*

From April to June 2009, the Richland Correctional Institution had 74 *use of force incidents*, including 44 involving *Black inmates*, comprising 59 percent and 30 involving *White inmates*, comprising 41 percent.

During the Third Quarter of the 2009 calendar year, the Richland Correctional Institution had 62 *use of force incidents*. According to the Monthly Use of Force report, 51 *Black inmates* were involved in *use of force incidents*, comprising 82 percent. By comparison, 11 *White inmates* were involved in *use of force incidents*, comprising 18 percent. The following tables provide a breakdown of the use of force and disciplinary incidents for the First and Second Quarter of 2009:

**Table 10. Use of Force and Disciplinary Incidents from January to March 2009  
With Breakdown by Race and Monthly Average**

Month	January 2009			February 2009			March 2009			First Qtr. 2009		
Category	Black	White	Other	Black	White	Other	Black	White	Other	Black	White	Total
Use of Force during the month	6	2	0	5	0	0	13	8	0	24	10	34
Number of Reports Assigned to Use of Force Committee For Investigation	4	0	0	2	0	0	3	1	0	9	1	10
Number of Reports logged as "No Further Action Required"	2	2	0	3	0	0	10	7	0	15	9	24

**Table 11. Use of Force and Disciplinary Incidents from April to June 2009  
With Breakdown by Race and Monthly Average**

Month	April 2009			May 2009			June 2009			Second Qtr. 2009		
Category	Black	White	Other	Black	White	Other	Black	White	Other	Black	White	Total
Use of Force during the month	13	8	0	8	6	0	23	16	0	44	30	74
Number of Reports Assigned to Use of Force Committee For Investigation	3	1	0	0	1	0	7	4	0	10	6	16
Number of Reports logged as "No Further Action Required"	10	7	0	8	5	0	16	12	0	34	24	58

**Table 12. Use of force and disciplinary incidents from July to September 2009  
With breakdown by race and monthly Average**

Month	July 2009			August 2009			September 2009			Third Qtr. 2009		
Category	Black	White	Other	Black	White	Other	Black	White	Other	Black	White	Total
Use of Force during the month	12	3	0	20	2	0	19	6	0	51	11	62
Number of Reports Assigned to Use of Force Committee For Investigation	2	0	0	8	1	0	4	1	0	14	2	16
Number of Reports logged as "No Further Action Required"	10	3	0	12	1	0	15	5	0	37	9	46

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***Expectations Questions and Responses: 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? **Overcrowding, out of our span of control.**
6. Are the elements of "dynamic security" in place? **Yes.**
  - 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? **Yes.**
    - 2) Are there enough staff in dorm/block areas to facilitate good officer work? **Yes.**

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? **Yes.**
  
10. Are prisoners strip or squat searched only in the presence of more than one member of staff, of their own gender? **Yes.**
  - a. If squat searches are used, does their incidence and authorization need to be logged and regularly checked? **Not all strip searches are logged. All strip and squat searches are conducted per policy.**
  
  - b. Are squat searches only used in exceptional circumstances? **When needed.**
  
11. Is the criteria to ban or otherwise restrict visitors visible and unambiguous, with an appeal process available? **Yes**
  - a. Are the visitors subject to bans or restrictions reviewed every month? **Yes.**

**RULES**

1. Are local rules and routines publicized prominently throughout all residential and communal areas? **Yes.**
  - a. Are rules and routines posted/distributed on units/blocks/dorms? **Yes.**
  - b. Are they accessible to those with language and literacy needs? **Yes.**
  
2. Are rules and routines applied openly, fairly and consistently, with no discrimination? **Yes.**
  
3. Does staff use only the level of authority necessary to ensure a prisoner's compliance with the rules? **Yes.**
  
4. When rules are breached, does staff take time to explain how and why to the prisoner concerned? **Yes, most of the time. Depends on the severity of the infraction-immediate action may need to be taken.**
  
5. When decisions are conveyed to prisoners, are appeal arrangements explained and made available? **Yes.**

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## CIIC CONTACTS AND CONCERNS

From January 1, 2009 to October 6, 2009 a total of 1,922 contacts were received by CIIC regarding the prisons, mostly in the form of letters. Richland Correctional Institution *ranked 20th, in total number of contacts received with 26*. The Southern Ohio Correctional Facility had the highest number of contacts with 378 contacts, followed by Mansfield Correctional Institution with 211 contacts.

The 1,922 contacts system-wide relayed 8,276 problems, issues or concerns to the CIIC. The Richland Correctional Institution reported 91 concerns that were relayed by 26 contacts. The top five categories of concerns statewide were:

- Staff Accountability with 1,362 concerns
- Supervision with 1,169 concerns
- Healthcare with 783 concerns
- Inmate Grievance Procedure with 593 concerns
- Non-Grievable Matters with 567 concerns

The top five categories of concerns received about The Richland Correctional Institution were:

- Staff Accountability with 19 concerns
- Healthcare with 15 concerns
- Supervision with 11 concerns
- Inmate Grievance Procedure with eight concerns
- Inmate/ Inmate Relationship with four concerns
- Non-Grievable Matters with four concerns

**Table 13. Number of Reported Concerns Received by CIIC Regarding Richland CI  
From January 1, 2009 to October 6, 2009 by Category of Concern**

<b>CATEGORY OF CONCERN</b>	<b>NUMBER OF CONCERNS</b>
Staff Accountability	19
Healthcare	15
Supervision	11
Inmate Grievance Procedure	8
Inmate/ Inmate Relationship	4
Non-Grievable Matters	4
Inmate Account	3
Job Assignment	3
Discrimination	2
Food Service	2
Force	2
Housing Assignment	2
Institution Assignment	2
Personal Property	2
Records	2
Recovery Services	2
Safety and Sanitation	2
Visiting	2
Commissary	1
Education/Vocational Programs	1
Other	1
Security	1
<b>Total</b>	<b>53</b>

## **GRIEVANCE PROCEDURE**

According to section A of Administrative Rule 5120-9-31, entitled, “Inmate Grievance Procedure”, the Department of Rehabilitation and Correction shall provide inmates with access to an inmate grievance procedure designed to address inmate complaints related to any aspect of institutional life that directly and personally affects the grievant. This may include complaints regarding policies, procedures, conditions of confinement, or the actions of institutional staff. The inmate grievance procedure is comprised of three steps, the informal complaint, notification of grievance, and appeal of the grievance disposition. Each requires specific information including dates, times, places, the event giving rise to the complaint and, if applicable, the name or names of personnel involved and the name or names of any witnesses.

**Informal Complaint** is the first step of the grievance procedure. Within fourteen calendar days of the date of the event giving rise to the complaint, the inmate shall file an informal complaint to the direct supervisor of the staff member, or department most

directly responsible for the particular subject matter of the complaint. Staff shall respond in writing within seven calendar days of receipt of the informal complaint.

**The notification of grievance** is the second step of the grievance procedure. If the inmate is dissatisfied with the informal complaint response, or the informal complaint process has been waived, the inmate may obtain a notification of grievance form from the Inspector of Institutional Services. All inmate grievances must be filed by the inmate no later than fourteen calendar days from the date of the informal complaint response or waiver of the informal complaint step.

**Appeal of the grievance disposition** is the final step of the procedure. If the inmate is dissatisfied with the disposition of grievance, the inmate may request an appeal form from the Inspector of Institutional Services. The appeal must then be filed to the office of the chief inspector within fourteen calendar days of the date of the disposition of grievance. For good cause the chief inspector or designee(s) may waive such time limits. The Chief Inspector or designee(s) shall provide a written response within thirty calendar days of receipt of the appeal.

The Institutional Inspector at each institution completes a monthly report documenting the number of grievances submitted for investigation. The documentation includes grievances granted, grievances denied, and pending grievances. The subject of each grievance is assigned to an appropriate category pertaining to its contents.

According to the Richland CI Monthly Inspector Activity Report, from January 1, 2009 through August 31, 2009, a total of 127 grievances were filed, an average of only 14.1 grievances per month. It was also reported that 80 different inmates filed grievances during the period, while the highest number of grievances filed by a single inmate was 20. According to their Monthly Inspector Activity Report, 13 Richland CI inmates filed grievances during the month of August 2009. There were reportedly eight grievances carried over from the previous month for a total of 21 grievances at the beginning of August 2009. Reportedly, 15 of 21 grievances were answered within the 14-day time period that the inspector is required to answer. The following illustrates the inmate grievance activity from January 1, 2009 through August 31, 2009:

**Table 14. Richland CI Inmate Grievance Activity from January 1, 2009 through September 30, 2009**

<b>Category</b>	<b>Number</b>
Grievances filed during 2009	135
Number of inmates who filed grievances during 2009	84
Most Grievances filed by one inmate in 2009	22
Grievances on hand at beginning of September 2009	6
Grievances Received During September 2009	11
<b>Subtotal</b>	<b>17</b>
Grievances completed during September 2009	12
Grievances on hand at end of September 2009	5
<b>Subtotal</b>	<b>17</b>



During the month of August 2009, 98 informal complaints were received. Reportedly, 85 of the informal complaints were answered in a timely manner, while 14 were not answered within the required seven calendar days by the appropriate supervisor.

**Table 15. Richland CI Informal Complaint Activity from September 1, 2009 through September 30, 2009**

<b>Category</b>	<b>Number</b>
Informal complaints received in September 2009	61
Informal complaint responses completed in September 2009	53
Informal complaint responses not completed in September 2009	3

The Institution Grievances Statistics Monthly Report for November 2009 from Richland Correctional Institution shows that 155 grievances were filed in the year, that 100 inmates filed grievances during the year, and that the highest number of grievances filed by a single inmate was 22. There were two grievances on hand at the beginning of the period. The Inspector received 12 grievances during the period, completed seven and had five at the end of the month. In November 2009, 95 informal complaints were received, with only seven untimely responses.

Of the seven grievances completed in the month, one was granted with problem noted, correction pending. The granted grievance pertained to personal property lost, damaged or confiscated by staff. Six were denied. Of the denials, three were denied for insufficient evidence to support the claim. Two were denied because staff action was a valid exercise of discretion. One was denied because there was no violation of rule, policy or law.

The seven grievances decided in the month by the Inspector pertained to the following subjects:

Institutional Operations: Health Care

- Improper/inadequate medical care
- Prosthetic device

Institutional Operations: Food Service

- Other

Institutional Operations: Personal Property

- Lost, damaged, confiscated by staff (two grievances)
- Stolen or damaged by inmate

Staff/Inmate Relations – Force

- Use of force with no report

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*Expectations Questions and Responses: COMPLAINT/GRIEVANCE PROCEDURE*

1. Are there effective complaint procedures in place that are easy to access, easy to use, and provide timely responses?

**Complaint procedures are followed by Administrative Rule 5120-9-31 (Inmate Grievance Procedure). At Richland Correctional Institution we follow this procedure as required. All inmates are provided with a pamphlet describing the rules and procedure of the grievance process, they are provided with a video explanation of this process and within seven days of arrival they are provided with a verbal explanation of the grievance process from this Inspector personally. Finally we interview and are accessible to all inmates in the compound. We see at times 20 to 30 inmates per day to assist with the understanding of the process and to assist with general concerns.**

2. Do prisoners feel safe from repercussions when using these procedures and are they aware of an appeal procedure?

**We feel the population feels safe to use the grievance process. A wide variety of grievances are filed. Retaliation grievances are not a common occurrence. The population is all aware of the appeal process.**

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?

- 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?
- 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?
- c. Is information on the units/blocks always displayed and do prisoners understand it?
- d. What are the procedures for blind prisoners?

**Notices are posted in all housing units concerning the grievance procedure and who to contact with questions. This information is locked in a glass bulletin board. All of the rules and policies are also available to the population in the library to where the Legal Clerks are employed to also provide assistance to the population. If there is a foreigner that needs assistance, we have access to individuals that can assist them. This Inspector makes himself**

**available to all inmates. Staff are also aware that if there is a situation and a need, they can contact this Office any time.**

4. Are prisoners encouraged to solve areas of dispute informally, before making official complaints?

**Inmates are required to verbally resolve an issue prior to filing an Informal Complaint Resolution. It is also recommended that they read the associated policy prior to filing the Informal Complaint Resolution. After the Informal, when they request a grievance, this Inspector will call them down and discuss the issue and associated policy when the grievance is provided. Counseling helps resolve issues.**

5. Can prisoners easily and confidentially access and submit complaint forms?

- a. Are forms required to access complaint forms?
- b. Are there forms, and at least one kite box on each block/dorm?
- c. Are the boxes emptied daily by a designated officer?
- d. Are form dispensers always stocked with forms?
- e. Are informal complaints and grievance files secured on a limited access basis?

**Informal Complaints are vastly available and can be accessed simply by approaching an Officer, Case Manager, Sergeant, Unit Manager, Library Employee, and/or Inspector to gain the form. They are mailed in kites to respondents by the inmate. Grievances are obtained by contacting the Inspector. All information in this process is confidential. Kite boxes are in the Food Service Area and are emptied daily by a mailroom Officer. Forms on occasion run out. Grievance files are extremely secured.**

6. Do prisoners make use of the procedures, and are they free of pressure to withdraw any complaints or grievances?

- a. What are the procedures for prisoners with learning or other disabilities?

**Inmates do not always follow the procedures and we have to meet with them to re-explain the process or send them directions in the mail. There is no pressure to withdraw a grievance. Richland Correctional Institution may get one withdrawn a year. Inmates with learning disabilities can meet with staff to have assistance. This Inspector has met with several and actually filled the forms out for them to assist them.**

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?

- a. Are complaints resolved?
- b. Are complaints answered within three working days, or within 10 days in exceptional circumstances?
- c. Are forms sent back to prisoners because of technicalities in procedure?
- d. Are such complaints referred to the relevant staff member, not back to the prisoner?
- e. Are target return times recorded?
- f. Are letters of complaint/concern from third parties, such as legal representatives, family or voluntary organizations, logged and answered?

**Time lines for Informal Complaints are seven days from the date this office receives the pink copy and grievances are 14 days from receipt. Complaints are responded to. If there needs to be a better resolution and/or correction then a recommendation is made to the Warden for resolution. Before a form is sent back to the inmate we will call them down to discuss the issue and make sure they understand. We do not just send the form back. All dates are logged and recorded in the DOTS system. This office rarely receives complaints from outside members.**

8. Do prisoners receive responses to their complaints/grievances that are respectful, legible, and address the issues raised? **All grievance responses are professional and legible and address the issue.**

9. Are formal grievances signed and dated by the respondent? **All grievances are automatically signed by respondent in the DOTS system. Informal Complaints are signed by the specific supervisor.**

- a. Regarding the quality of responses, is there a quality assurance system in place?

**Blank. No answer.**

- b. Does the staff member who dealt with the complaint clearly print their name on the response?

**Blank. No answer.**

- c. Are staff responses to confidential complaints returned in sealed envelopes?

**Blank. No answer.**

10. Do prisoners feel able to ask for help in completing their complaint or grievance form and in copying relevant documentation?

- a. Are staff responsive to requests for help with forms?
- b. Are translation services provided for those who need them?

c. What are the arrangements for prisoners with literacy problems, and for those who are blind?

**It is assumed that inmates feel the ability to ask for help is ok. We have not received complaints that indicate a lack of employee assistance. There are so many avenues that an inmate has to gain assistance in this institution. Translation services are available. Inmates with literacy issues can gain assistance through a multitude of areas such as the education department or other general staff and Law Library Clerks. We have one blind inmate and he was provided with an inmate to assist him in all his needs which involved writing several complaints.**

11. Is any declaration of urgency by prisoners fully assessed and answered?  
a. Are staff responsive to requests for urgent help?

**Levels of urgency are placed on specific topics to which staff are very responsive when requested.**

12. Are prisoners who make complaints against staff and/or other prisoners protected from possible recrimination?  
a. What protection measures are in place and put into practice?  
b. Are responses objective and factual, and conclusions based on evidence rather than supposition?  
c. What are the adverse effects of filing complaints?  
d. Do prisoners know that there are protection measures if they complain about staff or other prisoners?

**Discrimination or repercussions are not tolerated at this facility. Discipline follows for anyone who violates this rule. All cases are completed according to evidence and not assumption. There are no known adverse effects for filing complaints.**

13. Do prisoners know how to appeal grievance decisions?

**(See 1.) Complaint procedures are followed by Administrative Rule 5120-9-31 (Inmate Grievance Procedure). At Richland Correctional Institution we follow this procedure as required. All inmates are provided with a pamphlet describing the rules and procedure of the grievance process, they are provided with a video explanation of this process and within seven days of arrival they are provided with a verbal explanation of the grievance process from this Inspector personally. Finally we interview and are accessible to all inmates in the compound. We see at times 20 to 30 inmates per day to assist with the understanding of the process and to assist with general concerns.**

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

**Appeals are controlled by the Chief Inspector's Office and have a minimum of 30 days for a response. For responses on appeals and outcomes, the Chief Inspector will need to be questioned.**

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?

- 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?

**According to the Unit Management Administrator, CIIC information is posted.**

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

**A request will be made through the Warden's Office to request all such information be posted if it is not already.**

15. Do prisoners receive help to pursue complaints and grievances with unit managers, prison administrators, or other central office staff, if they need to?

**(See 3, 4, 6, 10) 3: Notices are posted in all Units concerning the grievance procedure and who to contact with questions. This information is locked in a glass bulletin board. All of the Rules and policies are also available to the population in the Library to where the Legal Clerks are employed to also provide assistance to the population. If there is a foreigner that needs assistance we have access to individuals that can assist them. This Inspector makes himself available to all inmates. Staff are also aware that if there is a situation and a need they can contact this office any time.**

**4: Inmates are required to try to verbally resolve an issue prior to filing an informal complaint. Then they can file the informal complaint. It is also recommended that they read the associated policy prior to filing the informal complaint. After the informal when they request a grievance this Inspector will call them down and discuss the issue and associated policy when the grievance is provided. Counseling helps resolve issues.**

**6: Inmates don't always follow the procedures and we have to meet with them to re-explain the process or send them directions in the mail. There is no pressure to withdraw a grievance. Richland Correctional Institution may get one withdrawal a year. Inmates with learning disabilities can meet with staff to have assistance. This Inspector has met with several and actually filed the forms out for them to assist them.**

**10: It is assumed that inmates feel the ability to ask for help is ok. We have not received complaints that indicate a lack of employee assistance. There are so many avenues that an inmate has to gain assistance in this institution. Translation services are available. Inmates with literacy issues can gain assistance through a multitude of areas such as the education department or other general staff and the Law Library Clerks. We have had one blind inmate and he was provided with an inmate to assist him in all his needs which involved writing several complaints.**

16. Do all prisoners know how to contact the Inspector and Chief Inspector?

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

**All inmates are thoroughly trained and provided avenues and documentation on the grievance procedure and appeals to include the Chief Inspector's address which is provided on the appeal form.**

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

- a. Do they also receive help in contacting legal advisers or making direct applications to the courts?
- b. In the last month, how many original grievances and appeals were sent to the Chief Inspector?
- c. What do they tend to be about?
- d. What proportion are generally resolved?

**Inmates are free to seek any assistance they desire in completing grievances. Any other Legal Assistance is provided by the Legal Clerks in the Law Library. Richland Correctional had 10 grievances filed in the preceding month to the Chief Inspector concerning Food Service and there were approximately eight appeals mainly concerning medical.**

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?

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

**No. Complaints are confidential. Staff do not have access to the inmates complaints.**

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***Expectations Questions and Responses: 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? **Yes.**
6. Do staff positively engage with prisoners at all times? **Yes.**
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? **N/A. Dorm facility.**
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.**



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## B. STAFF DATA

According to the most recent DRC Monthly Fact Sheet, for October 2009, the Department of Rehabilitation and Correction reported a statewide staff total of 13,287. The total does not include the reported staff total of the two private state prisons, the Lake Erie Correctional Institution (1,492) and the North Coast Correctional Treatment Facility (652).

According to the DRC Monthly Fact Sheet, for September 2009, *Richland CI reported 427 staff, which consisted of 286 males (67 percent) and 141 females (33 percent). Of the 286 male staff, 245 are White, comprising 85.7 percent, 33 are Black, comprising 11.5 percent, and eight are listed as "other" comprising 2.8 percent. Of the 141 female staff, 104 are White, comprising 73.8 percent, 35 are Black, comprising 24.8 percent, and two are considered "other", comprising 1.4 percent.*

*Of the 427 staff, 247 are Correctional Officers, comprising 57.8 percent of their total staff. The 247 Officers include 192 males (77.7 percent) and 55 females (22.3 percent). Of the 192 male Correctional Officers, 172 are White (89.6 percent), 15 are Black (7.8 percent), and five are "other" (2.6 percent). Of the 35 female officers, 21 are White (60 percent), 11 are Black (31.4 percent), and three are Hispanic (8.6 percent).*

**Table 16. Number of Richland CI Staff with Breakdown by Gender on September 1, 2009**

<b>Employee Gender</b>	<b>Number</b>	<b>Percent</b>
Male	286	67 %
Female	141	33 %
<b>Total</b>	<b>427</b>	<b>100 %</b>

**Table 17. Number of Richland CI Staff with Breakdown by Race on September 1, 2009**

<b>Employee Race</b>	<b>Number</b>	<b>Percent</b>
White	349	81.7 %
Black	68	15.9 %
Other	10	2.3 %
<b>Total</b>	<b>427</b>	<b>100 %</b>

**Table 18. Number of Richland CI Male Staff by Race on September 1, 2009**

<b>Employee Race</b>	<b>Number</b>	<b>Percent</b>
White	245	85.7 %
Black	33	11.5 %
Other	8	2.8 %
<b>Subtotal</b>	<b>286</b>	<b>100 %</b>
<b>427 Total Staff</b>	<b>286</b>	<b>67 %</b>

**Table 19. Number of Richland CI Female Staff by Race on August 6, 2009**

<b>Employee Race</b>	<b>Number</b>	<b>Percent</b>
White	104	73.8 %
Black	35	24.8 %
Other	2	1.4 %
<b>Subtotal</b>	<b>141</b>	<b>100 %</b>
<b>427 Total Staff</b>	<b>141</b>	<b>33 %</b>

## V. THE INSPECTION

### ENTRANCE

The entrance to the Richland Correctional Institution is separate from the main compound. The outside of the entry building has an outdoor water feature, specifically an attractive fountain. The flowers outside of the institution were well tended and impressive.

Two Correctional Officers were stationed at the visitor screening area. The entry building was exceptionally clean and appeared to have adequate amenities and facilities for employees and visitors. The spacious lobby has plenty of room for visitors to comfortably wait for processing.

The entrance included men's and women's restrooms, lockers for visitors to store their personal items, and several rows of seats for the visitors. Facility staff relayed that the Network Administrator's office, Locksmith, Armory, and mailroom are also located in the lobby. *The women's restroom was in need of further cleaning to remove dirt build up observed along the floor.*

Many of the certificates awarded to Richland CI were hung on the walls, including their most recent accreditations from the American Corrections Association (ACA). *Reportedly, Richland CI had an internal audit in 2008 and scored much higher than they have in the past. Staff relayed that they only missed a few standards in the last audit.*

The security area included a sign-in log sheet and several medium-sized white containers for an individual's small metal objects. The metal detector includes a conveyer belt similar to those seen in most airports. As noted by facility staff on site, in addition to normal security procedures, visitors are given an ultraviolet hand stamp.

The Officer who processed the CIIC inspection team was courteous and efficient as he instructed CIIC on the visiting procedures. Per request, the Officer promptly contacted the Warden's office to provide notification of the unannounced inspection. The Acting Warden arrived at the entry and proceeded with the team to the Warden's office. It was explained that the Warden was on vacation and would soon retire. The Acting Warden and administrative staff expressed willingness to accommodate the inspection team.

## **Visiting**

Richland CI staff provided CIIC with information regarding the visitation schedule and policy. An example of the visitation schedule is provided below:

### **Richland Correctional Institution Visitation Schedule**

Visit days are: Tuesday through Friday 8:00 a.m. to 3:00 p.m.  
Saturday (Reservation only)  
No visits on holidays

Offender visit days are determined by the last number of the offender's institutional identification number. Odd number visits are on odd days of the month and even number visits are on even days. This also applies to reservation visits.

Offenders housed in Security Control receive the same visit privileges described above.

Offenders housed in Disciplinary Control and Local Control are restricted to one visit per approved visitor for two hours every 30 days, on weekdays only (Tues., Wed., Thurs., and Fri.). The visit occurs in the non-contact area.

## **INSTITUTION GROUNDS**

The layout of the Richland Correctional Institution is similar to most medium security institutions. The main compound of the facility, which includes the housing units, multi-purpose building, medical and segregation units, and indoor recreation surrounds a large courtyard that is used for outdoor recreation.

The courtyard included two basketball courts, several benches, and walkways between each building. A mailbox labeled "book returns" is located in the middle of the courtyard for library books not returned directly to the library.

The rest of the landscaping was impressive as well. Flowers along the walkways of the courtyard were beautiful. Staff relayed that the horticulture program is responsible for the meticulous landscaping. It is evident that the participants and staff take much pride in their work.

## **ADMINISTRATIVE BUILDING AND STAFF**

### **Pre-Inspection Meeting**

A brief pre-inspection meeting was held in a conference room in the Administrative office. CIIC met with members of the Administrative Staff including the Deputy Warden of Operations and the Administrative Assistant. The purpose of the meeting was to relay required and desired areas to be included in the inspection and to listen to staff. The following areas were requested to be included in the inspection:

- *Attendance at General Meal Period*
- *Food Services*
- *Medical Services*
- *Attend Vocational, Educational, Rehabilitative Program*
- *General Population Housing Units*
- *Segregation Unit*
- *Recreation*

Staff relayed that the morale is good, though noted that it was low during the layoffs. Richland CI reportedly lost 35 positions, including one Deputy Warden. Reportedly, staff morale has steadily improved since the layoffs. When the layoffs started, stress increased in part due to the increased workload. Simply put, because there are fewer staff, they are all doing more work.

Staff relayed that the designed capacity for Richland CI is 1,785. However, the institution has reportedly been overcrowded since it opened in 1998. *Staff relayed that overcrowding affects the budget, for example the cost to provide underwear and basic hygiene products.*

According to staff, the age of their inmate population ranges from the mid- to- upper 30's. The average sentence length is reportedly increasing, but they still have a high turnover rate with an average of 25 to 30 inmates transferring in and out of the institution each week.

Since Richland CI does not have a minimum camp, their level one (minimum) population is integrated with their level two (medium) inmates. Staff expressed appreciation for the "lifers" due to their positive effect on the population, and noted that they are helpful to the staff.

Staff relayed that those inmates who were reduced from level three celled institutions and do not want to stay in a medium security dormitory setting will refuse to lock and eventually be transferred back to a level three (close) institution. Others will reportedly go to the dorms and will eventually adjust to the more open environment. Many of the inmates reportedly spent some time at the Mansfield Correctional Institution and are familiar with and trust some of the staff who also worked at the Mansfield Correctional Institution.

As to what concerns inmates would relay during the inspection, facility staff expected inmates to complain about the amount of food served. Reportedly, some inmates have complained that they were not fed enough during the weekend brunch meals. Another concern they expected CIIC to hear was in regard to the dental policy, particularly the timeframe for inmates to receive dentures. Those who are not provided with dentures are reportedly provided soft foods.

According to staff, their biggest challenge is in managing the short-term offenders. Although many of the short-term inmates are the younger inmate population, staff relayed that their problem inmates are not so much the under 21 inmates, but rather the short term offenders. Staff relayed that short-term offenders have an air of invincibility and are very disrespectful towards staff and inmates. According to staff, many of the short-term offenders are hard to talk to and they refuse to listen. They are reportedly more into stealing and disrespecting Correctional Officers, but are not as violent as some younger inmates at other institutions. In addition to their lack of respect, they are also a problem reportedly because of their desire for immediate gratification.

**MEDICAL SERVICES**

According to the *Richland Correctional Institution 2009 Internal Management Audit*, the Infirmary is located in the same building with segregation. Included in the Infirmary are the Doctor’s Office, Telemedicine, Dentist, Medical pill call, Pharmacy, Medical records, and the Health Care Administrator’s Office. The Infirmary also has a laboratory, exam rooms, a conference room, and an Officer’s Station.

There are six cells that are capable of housing up to nine inmates for medical purposes. According to the information provided by staff, the cells include two suicide watch cells and two self-contained cells that can be used for medical isolation.

Richland CI has a full-time Physician on-site. Richland CI also has Registered Nurses on-site 24-hours per day, seven days per week.

**Pill Call Schedule**

According to the information provided by staff, patients receiving medication receive a medication pass and report to the medical pill pass area during the following times:

**Pill Call Schedule**

<b>DAY</b>	<b>TIME</b>
<b>Tuesday</b>	<b>6:30 A.M. to 7:30 A.M.</b>
	<b>11:45 A.M. to 12:30 P.M.</b>
	<b>7:15 P.M. to 8:30 P.M.</b>
<b>Wednesday</b>	<b>6:30 A.M. to 7:30 A.M.</b>
	<b>11:45 A.M. to 12:30 P.M.</b>
	<b>6:30 P.M. to 7:30 P.M.</b>
<b>Thursday</b>	<b>6:30 A.M. to 7:30 A.M.</b>
	<b>11:45 A.M. to 12:30 P.M.</b>
	<b>6:30 P.M. to 7:30 P.M.</b>

**Table 20. Medical Monthly Institutional Statistical Summary for Richland Correctional Institution January through November 2009**

<b>Civil Service Staff Summary</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>HCA Projected</b>	<b>152</b>	<b>176</b>	<b>1,832</b>
<b>HCA Actual</b>	<b>118</b>	<b>172</b>	<b>1,698</b>
<b>RN Projected</b>	<b>2,128</b>	<b>2,816</b>	<b>27,025</b>
<b>RN Actual</b>	<b>1,813</b>	<b>2,230</b>	<b>22,118</b>
<b>LPN Projected</b>	<b>608</b>	<b>704</b>	<b>7,344</b>
<b>LPN Actual</b>	<b>508</b>	<b>655</b>	<b>6,372</b>
<b>Dental Assistant Actual</b>	<b>0</b>	<b>15</b>	<b>15</b>
<b>Dental Hygienist Actual</b>	<b>0</b>	<b>8</b>	<b>8</b>
<b>X-Ray Tech Actual</b>	<b>0</b>	<b>40</b>	<b>40</b>
<b>Lab Tech Projected</b>	<b>152</b>	<b>176</b>	<b>1,832</b>
<b>Lab Tech Actual</b>	<b>128</b>	<b>172</b>	<b>1,666</b>
<b>Clerical Projected</b>	<b>456</b>	<b>528</b>	<b>5,496</b>
<b>Clerical Actual</b>	<b>382</b>	<b>499</b>	<b>4,748</b>
<b>RN Overtime Actual</b>	<b>15</b>	<b>158</b>	<b>654</b>
<b>LPN Overtime Actual</b>	<b>3</b>	<b>34</b>	<b>195</b>

<b>Scheduling Adjustments</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Vacancies RN</b>	<b>0</b>	<b>2</b>	<b>9</b>
<b>Vacation, Comp, Personal, Admin. Leave, Sick Leave, Disability Leave</b>	<b>131</b>	<b>686</b>	<b>5,693</b>

<b>Contractual Staff Utilization</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Physician Projected</b>	<b>100</b>	<b>154</b>	<b>1,553</b>
<b>Physician Actual</b>	<b>100</b>	<b>168</b>	<b>1,427</b>
<b>Dentist Projected</b>	<b>198</b>	<b>405</b>	<b>3,303</b>
<b>Dentist Actual</b>	<b>176</b>	<b>310</b>	<b>2,910</b>
<b>Dental Assistant Projected</b>	<b>314</b>	<b>455</b>	<b>4,031</b>
<b>Dental Assistant Actual</b>	<b>270</b>	<b>447</b>	<b>3,524</b>
<b>Dental Hygienist Actual</b>	<b>66</b>	<b>115</b>	<b>984</b>
<b>Pharmacist Projected</b>	<b>152</b>	<b>176</b>	<b>1,832</b>
<b>Pharmacist Actual</b>	<b>144</b>	<b>176</b>	<b>1,824</b>
<b>Pharmacy Tech Projected</b>	<b>152</b>	<b>176</b>	<b>1,832</b>
<b>Pharmacy Tech Actual</b>	<b>144</b>	<b>176</b>	<b>1,824</b>
<b>X-Ray Tech Projected</b>	<b>40</b>	<b>80</b>	<b>840</b>
<b>X-Ray Tech Actual</b>	<b>40</b>	<b>80</b>	<b>840</b>

<b>Sick Call</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Nurse Intake Screen</b>	<b>119</b>	<b>182</b>	<b>1,650</b>
<b>Nurse Referrals to Doctor</b>	<b>113</b>	<b>189</b>	<b>1,604</b>
<b>New Intakes Referred to Physician</b>	<b>26</b>	<b>46</b>	<b>434</b>
<b>Nurse Sick Call and Assessments</b>	<b>856</b>	<b>1,716</b>	<b>15,355</b>
<b>Doctor Sick Call</b>	<b>623</b>	<b>1,384</b>	<b>10,804</b>
<b>Doctor H &amp; P Done</b>	<b>2</b>	<b>36</b>	<b>137</b>
<b>Doctor No Shows</b>	<b>32</b>	<b>60</b>	<b>505</b>

<b>Emergency Triage</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Sent to Local ER</b>	<b>7</b>	<b>18</b>	<b>120</b>
<b>Sent to OSU ER</b>	<b>2</b>	<b>10</b>	<b>63</b>
<b>Sent from Local to OSU</b>	<b>0</b>	<b>7</b>	<b>38</b>
<b>Inmate Emergencies Treated On Site</b>	<b>11</b>	<b>21</b>	<b>177</b>
<b>Staff Treated</b>	<b>3</b>	<b>54</b>	<b>144</b>

<b>Infirmatory Care</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Bed Days Used for Medical</b>	<b>34</b>	<b>102</b>	<b>741</b>
<b>Bed Days Used for Mental</b>	<b>1</b>	<b>22</b>	<b>92</b>
<b>Bed Days Used for Security</b>	<b>0</b>	<b>7</b>	<b>27</b>

<b>Dental Care</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Scheduled Visits</b>	<b>282</b>	<b>398</b>	<b>3,647</b>
<b>Emergency Visits</b>	<b>27</b>	<b>84</b>	<b>668</b>
<b>Total Visits</b>	<b>175</b>	<b>456</b>	<b>3,945</b>

<b>Specialty Care on Site</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>AMAs</b>	<b>1</b>	<b>290</b>	<b>120</b>
<b>Optometry: Consults Inmates Seen Hours on Site</b>	<b>30 30 6</b>	<b>75 75 12</b>	<b>598 598 105</b>
<b>Podiatry: Consults Inmates Seen Hours on Site</b>	<b>25 25 3</b>	<b>104 104 15</b>	<b>801 801 111</b>

<b>Pharmacy</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Medical Refills</b>	<b>1,846</b>	<b>2,176</b>	<b>22,003</b>
<b>Mental Refills</b>	<b>252</b>	<b>493</b>	<b>4,197</b>
<b>Medical New Prescriptions</b>	<b>1,170</b>	<b>1,608</b>	<b>16,204</b>
<b>Mental New Prescriptions</b>	<b>249</b>	<b>461</b>	<b>3,473</b>
<b>Total Prescriptions</b>	<b>3,905</b>	<b>4,440</b>	<b>45,877</b>
<b>Medical Controlled Prescriptions</b>	<b>12</b>	<b>3,490*</b>	<b>3,799</b>
<b>Mental Controlled Prescriptions</b>	<b>0</b>	<b>1,422*</b>	<b>2,781</b>

\*A phone inquiry was made on December 30, 2009 to the facility regarding the monthly highs for medical controlled prescriptions and mental controlled prescriptions. The figures are reported to be clear errors which will be corrected in the subsequent medical monthly institutional statistical summary.



<b>Lab Data</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Blood Draws</b>	<b>297</b>	<b>417</b>	<b>3,919</b>
<b>Mental Health Blood Draws</b>	<b>6</b>	<b>14</b>	<b>118</b>
<b>EKGs</b>	<b>13</b>	<b>76</b>	<b>436</b>
<b>Non CMC X-Rays</b>	<b>105</b>	<b>200</b>	<b>1,609</b>

<b>Infectious Disease Data</b>	<b>Monthly Low</b>	<b>Monthly High</b>	<b>Total</b>
<b>Inmates Tested for TB</b>	<b>0</b>	<b>2,386</b>	<b>2,401</b>
<b>Positive PPD Test</b>	<b>0</b>	<b>2</b>	<b>3</b>
<b>Staff PPD</b>	<b>0</b>	<b>435</b>	<b>436</b>
<b>Inmates Completed INH</b>	<b>0</b>	<b>3</b>	<b>9</b>
<b>Inmates Incomplete INH</b>	<b>10</b>	<b>19</b>	<b>148</b>
<b>HIV Positive Inmates</b>	<b>0</b>	<b>54</b>	<b>229</b>

## **MENTAL HEALTH CASELOAD**

As of December 1, 2009, Richland CI had a total of 342 inmates on the mental health caseload, of which 296 were on the psychiatric caseload, consisting of 97 seriously mentally ill and 199 classified as C2. System-wide, there were 9,748 inmates on the mental health caseload including 5,953 inmates diagnosed with Serious Mental Illness. Communication with central office mental health staff was recently re-initiated to request resumption of the monthly system-wide mental health data. Unfortunately, the December first data appeared to have data entry errors. Rather than present data which is inaccurate, last year's data was reviewed.

The ODRC Monthly Mental Health Caseload Snapshot of December 31, 2008, reported a total inmate population of 51,448 and a monthly average of 9,113 inmates on the mental health caseload. There was a monthly average of 4,172 inmates listed as C1, Seriously Mentally Ill. The mental health classifications are defined by DRC as follows:

- C1 - The inmate is on the psychiatric caseload and meets criteria for **Seriously Mentally Ill** designation: a substantial disorder of thought or mood which significantly impairs judgment, behavior, and capacity to recognize reality or cope with the ordinary demands of life within the prison environment and which is manifested by substantial pain or disability. Serious mental illness requires a mental health diagnosis, prognosis and treatment, as appropriate, by mental health staff.
- C2 - The inmate is on the psychiatric caseload but does not meet the criteria for Seriously Mentally Ill. Inmate is receiving mental health care and supportive services, which include medication prescription and monitoring, individual and group counseling and therapy, crisis intervention and behavior management.

- C3 - The inmate is receiving group or individual counseling, therapy and skill building services. He/she has a mental health diagnosis and treatment plan and is being treated by mental health staff other than the psychiatrist.

According to the Mental Health Caseload data in 2008, 17.7 percent of the prison population was on the mental health caseload. The Oakwood Correctional Facility had the highest percentage of inmates on the mental health caseload with 56 percent of their 2008 inmate population, followed by the Franklin Pre-Release Center with 50 percent, the Northeast Pre-Release Center with 49 percent, and the Ohio Reformatory for Women with 41 percent. *By comparison, the Richland Correctional Institution ranked 24th with 14 percent of their 2008 population on the mental health caseload.*

The following table provides the percent of the inmate population that was on the Mental Health Caseload at the end of 2008. The population for each institution was taken from population data as of January 9, 2009 as provided on the DRC website.

**Table 21. Percent of Prison Population on the Mental Health Caseload by Institution, with Monthly Average 2008**

Institution	Percent of 2008 Total Population on Mental Health Caseload	January 9, 2009 Institutional Population	Monthly Average on the Mental Health Caseload in 2008
Oakwood Correctional Facility	56%	133	75
Franklin Pre-Release Center (Females)	50%	455	229
Northeast Pre-Release Center (Females)	49%	551	269
Ohio Reformatory for Women (Females)	41%	2470	1004
Southern Ohio Correctional Facility	30%	1406	428
Trumbull Correctional Institution	26%	1363	348
Allen Correctional Institution	24%	1323	317
Corrections Medical Center	24%	134	32
Hocking Correctional Facility	21%	486	101
Chillicothe Correctional Institution	20%	2923	592
Mansfield Correctional Institution	20%	2452	487
Toledo Correctional Institution	20%	1088	220
Grafton Correctional Institution	18%	1507	270
North Coast Correctional Treatment Facility	18%	661	116
Southeastern Correctional Institution	17%	1642	274
Pickaway Correctional Institution	17%	2409	413
North Central Correctional Institution	17%	2335	406
Warren Correctional Institution	17%	1393	243
Marion Correctional Institution	16%	2237	360
Correctional Reception Center	16%	1754	286
Belmont Correctional Institution	15%	2784	422
Lebanon Correctional Institution	15%	2669	403
Noble Correctional Institution	15%	2456	379
<b>Richland Correctional Institution</b>	<b>14%</b>	<b>2571</b>	<b>349</b>
London Correctional Institution	14%	2563	351
Madison Correctional Institution	14%	2222	307
Ross Correctional Institution	13%	2613	345
Lake Erie Correctional Institution	12%	1493	181
Lorain Correctional Institution	7%	1999	144
Ohio State Penitentiary	7%	548	39
Dayton Correctional Institution	0%	475	1
Montgomery Education and Pre-Release Center	0%	333	1
<b>TOTALS</b>	<b>17.7%</b>	<b>51,448</b>	<b>9,113</b>

The following table provides the monthly average of inmates on the mental health caseload in 2008. The data represents approximately 91 percent of 2008 monthly data as approximately nine percent of the data was not available. *The Richland Correctional Institution ranked 12<sup>th</sup> in 2008 with an average of 349 inmates per month on the Mental Health Caseload.*

**Table 22. Monthly Average on Mental Health Caseload by Institutions and Mental Health Classification in 2008**

INSTITUTION	2008 Monthly Average Number on Mental Health Caseload	C1	C2	C3
Ohio Reformatory for Women	1,004	466	401	137
Chillicothe Correctional Institution	592	312	245	35
Mansfield Correctional Institution	487	192	223	72
Southern Ohio Correctional Facility	428	232	175	21
Belmont Correctional Institution	422	257	118	47
Pickaway Correctional Institution	413	174	196	43
North Central Correctional Institution	406	85	248	73
Lebanon Correctional Institution	403	184	193	26
Noble Correctional Institution	379	219	106	54
Marion Correctional Institution	360	184	138	38
London Correctional Institution	351	140	186	25
<b>Richland Correctional Institution</b>	<b>349</b>	<b>107</b>	<b>179</b>	<b>63</b>
Trumbull Correctional Institution	348	97	194	57
Ross Correctional Institution	345	100	170	75
Allen Correctional Institution	317	170	136	11
Madison Correctional Institution	307	143	132	32
Correctional Reception Center	286	163	107	16
Southeastern Correctional Institution	274	136	136	2
Grafton Correctional Institution	270	185	62	23
Northeast Pre-Release Center	269	146	101	22
Warren Correctional Institution	243	167	72	4
Franklin Pre-Release Center	229	101	104	24
Toledo Correctional Institution	220	66	116	38
Lake Erie Correctional Institution	181	83	83	15
Lorain Correctional Institution	144	50	84	10
North Coast Correctional Treatment Facility	116	15	62	39
Hocking Correctional Facility	101	40	54	7
Oakwood Correctional Facility	75	58	15	2
Ohio State Penitentiary	39	3	23	13
Corrections Medical Center	32	20	10	2
Dayton Correctional Institution	1	0	0	1
Montgomery Education and Pre-Release Center	1	0	0	1
<b>TOTALS</b>	<b>9,113</b>	<b>4,172</b>	<b>3,954</b>	<b>987</b>

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*Expectations Questions and Responses: SELF-HARM AND SUICIDE*

1. Does the prison work to reduce the risks of self-harm and suicide through a whole-prison approach? **Yes. Each year every prison staff member attends In-Service training of which the Mental Health suicide section is one of the most prominent. They are educated about depression, schizophrenia and suicide prevention. Pictures are shown of the “safe” cells, actual or recreated pictures of suicides are shown.**

**Staff are educated about placing inmates on suicide watch, what to do and not to do when an inmate states they are suicidal. Some of the slides are done as a “what is wrong with this picture” and staff is given a chance to examine the slides and see what is wrong. They are taught how to complete suicide watches, what inmates may or may not have as property in a suicide cell, the frequency of required observation, and how to complete the necessary forms.**

**In addition, officers that work in areas that have been shown to be more susceptible to suicide attempts (e.g. segregation, infirmary, mental health office, and others) must attend a three-day Advanced Mental Health Training before being assigned to these areas.**

**Finally, inmates who are too mentally ill or vulnerable to be placed in a dorm/open campus setting are transferred to Residential Treatment Units where they receive more intensive and specialized care.**

2. Are prisoners at risk of self-harm or suicide identified at an early stage, and is a care and support plan drawn up, implemented and monitored? **Inmates who are mentally ill or at risk of self-harm are closely monitored. The Mental Health Department has an open door policy so that inmates in crisis can come to mental health for emergency service from 6:00 a.m. to 5:00 p.m. This plan has greatly reduced the number of inmates who consider or attempt suicide or who are experiencing problems with their medication. Also, when inmates arrive from reception they are seen for Orientation by policy within two weeks (it is nearly always within 4-5 days) and if on medication, are seen by psychiatry within 14 days of arrival. They are categorized as Severely Mentally Ill, but on medication; or Not Severely Ill- not on medication. After that, they are seen again by a Mental Health Liaison within 14 days and a treatment plan is completed. Follow-up visits with the liaison are scheduled with the inmate as needed but, even if stable, they must be seen at least every three months.**

3. Are prisoners who have been identified as vulnerable encouraged to participate in all purposeful activity? **Inmates who have been identified as vulnerable are encouraged to participate in various groups offered by the Mental Health Department. They are also**

**encouraged to attend substance abuse programming. We also provide more frequent individual counseling for those at risk. MR inmates are closely monitored by Mental Health. Finally, as noted above, inmates are encouraged to come to Mental Health in a mental health emergency.**

4. Are all staff aware of and alert to vulnerability issues, appropriately trained, and have access to proper equipment and support? **All mental health staff are highly trained in identifying indicators of suicide, how to alert custody when an inmate is placed on watch status, and proper assessment procedures. Also, custody staff, housing staff, administrative staff, and Rule Infraction Board staff all work closely with the Mental Health Department to ensure inmate safety. This permits access to necessary equipment and support.**

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?

a. Are the specific needs of different prisoner groups recognized, as are the levels of risk in different areas of the facility? **Different levels of risk (e.g., mentally ill inmates, the older inmate population, first time offenders, young offenders) are considered. Inmates with Mental Retardation are identified, placed on the mental health caseload and are closely monitored. The Education Department is included in this monitoring as well as psychiatry, psychology, and the county MRDD contact.**

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? **Mental Health and Recovery Services work closely together to provide treatment for substance abuse inmates. Mental Health frequently refers to Recovery Services for treatment. There is also a Mental Health group for the Substance Abusing/Mentally Ill inmates run jointly by Mental Health and Recovery Services.**

c. Is staff training appropriate? **All licensed mental health staff must complete a certain number of continuing education hours to maintain licensure. Psychology assistants have a master's degree and are supervised.**

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 always safe cells available for inmates on watch. We have four safe cells and all four are almost never filled. There are two in the Infirmary and two in Segregation.**

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? **See answer to questions 1 and 3.**

6. Does a multi-disciplinary committee effectively monitor the prison's suicide prevention policy and procedures? **The institution has a Suicide Prevention and Response Team composed of the Deputy Warden of Special Services, the Psychology Supervisor, the Unit Management Administrator, Health Care Administrator, the Major of custody, the QI Coordinator, and the Sex Offender Coordinator. This team meets after any suicide attempt and at least on a quarterly basis.**

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? **Policy for ODRC is dictated by a Central Office. All of the above are encouraged to provide input for policy changes. No local community team members or inmates attend due to the confidentiality issues related to mental health treatment.**

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?

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? **There are posters in the visiting room regarding suicide prevention and who to contact in case of concerns.**

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? **Our policy reads that the individual licensed clinician who has treated the suicidal inmate will decide the follow up treatment with the inmate's treatment team. The inmate is always advised of the treatment plan and is required to sign it.**

10. Are personal factors or significant events which may be a trigger to self-harm identified? **Extended segregation placement is monitored. Segregation rounds are done weekly. 30-90 day segregation reviews are completed monthly. Hepatitis C positive inmates receiving treatment are monitored for depression. There is a protocol regarding rape victims that includes mental health assessment and treatment. As noted above, if inmates feel they are in crisis, they may walk in to Mental Health at any time.**

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? **Reviews occur when an inmate is willing to sign a release of information form and requests that mental health speak to family.**

12. Are arrangements in place for following up after a care and support plan has been closed?

a. Do unit officers have knowledge of policy and support plans? **The Unit Management Administrator and Unit Managers are made aware of support plans, e.g., for MRDD inmates, inmates at risk for suicide, etc.**

b. What level of training have they received? **See question 1.**

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?

a. Is a care suite available to support the work of Listeners? **RICI is a dorm institution with no facilities for special units. Inmates who are too mentally ill, suicidal, or at risk for self harm are sent to Residential Treatment Units where they receive care.**

b. Is there access to counselors, the chaplaincy team, Listeners and Samaritans at all times? **At our Out-Patient institution level, inmates have access to Mental Health Services and the Chaplain every day.**

c. Are appropriate free telephone helplines/interventions available, in particular, to address specific aspects of women's prior victimization such as rape crisis, domestic violence and others? **Inmates have access to telephones. Who they may or may not call is monitored by custody.**

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?

a. Are prisoners given the opportunity and assistance to make a written contribution to their review? **See the information on Treatment Plans in the previous questions. Inmates have input into their treatment when these are completed.**

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? **This institution has many groups and educational opportunities for inmates to receive assistance from their peers.**

15. Are all staff, including night staff, fully trained in suicide prevention and clear on what to do in an emergency?

a. Is there a program of refresher training in place? **See question 1.**

- b. Do staff have access to first aid kits and shears? **All staff have access to First Aid Kits and all officers and medical personnel have access to cut down tools.**
- 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 familiar with “first Night Prisoners”.**

16. Are incidents of self-harm closely monitored and analyzed at regular intervals to establish any trends and to implement preventive measures? **Both in Spart meetings and QI meetings.**

17. Are serious incidents properly investigated to establish what lessons could be learned and to promote good practice? **All serious incidents must be reported as a Health Care Occurrence to Central Office where an investigation occurs.**

18. Where appropriate, are family or friends of the prisoner informed through a family liaison officer? **If there is a death, of course. For self injury, the inmate must sign a release of information for his family to be contacted per state law.**

19. Is an action plan devised and acted upon promptly as a result of an investigation into an apparent self-inflicted death?

a. Is this reviewed following subsequent findings of an investigation? **Yes it is reviewed both with SPART team and with the QI Coordinator.**

b. Are there attempts to understand underlying causes and/or trends? **Trends are monitored carefully both by the institution meetings and by Central Office.**

c. Have there been any reviews of recommendations from previous deaths in custody? **Recommendations have evolved through the years addressing demographics, places of suicide, methods of suicide, etc. These recommendations are incorporated in the yearly In-Service and Specialized Mental Health trainings.**

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? **This is dependent on state law regarding confidentiality and the inmate’s willingness to share information with family. For specialized programming, requests are made to Mental Health for the inmate’s information and if a release is signed, mental health grants access to inmate’s mental health information (e.g. Bureau of Community Sanctions, Transitional Control, Social Security Evaluations, Bureau of Vocational Rehabilitation, etc.)**

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## HOUSING UNITS

Richland Correctional Institution has five two-story housing units. Each housing unit has four dormitories (two upper and two lower). Staff relayed that the housing buildings hold approximately 496 inmates with each dorm containing approximately 124 inmates. The layout of each building is similar. The upper and lower dorms have similar facilities which include dips/pull up bars, microwaves, an ice machine, washer and dryers, and common area dayrooms for recreation.

### Unit One-Lower Level

Unit One, lower level is considered to be the Orientation dorm. On entering the lower level of unit one, it was noted that five inmates were waiting to be seen by their Case Manager. The Case Manager and unit staff offices are located in the front of the dayroom of each housing unit. The dayroom is a large area that includes a laundry room, television, and microwave. The CIIC memorandum was posted on the bulletin board in the dayroom. Although the memo was from the 126<sup>th</sup> Ohio General Assembly, CIIC was pleased to see the memo posted. A current memo for the 128<sup>th</sup> Ohio General Assembly is available at <http://www.ciic.state.oh.us>.

The windows along the back of the housing area have metal bars. The windows have screens, but only a few were slightly opened despite the warm temperature outside. The housing area also includes four payphones.

The atmosphere was relaxed and the inmate/inmate as well as inmate/staff interaction appeared to be good. The various concerns expressed by inmates in the area are noted below:

- During the inspection of unit one, several *inmates relayed that facility staff close down the recreation yard following any incidents between inmates. Reportedly, staff do not re-open the yard on the day of any incident, which leaves inmates sitting idle with nothing to do.*
- *Another inmate alleged that he was removed from his pain medications in spite of severe pain in his lower back. According to the inmate, he used the inmate grievance procedure to have his concern investigated. He was not satisfied with the response to his grievance and was reportedly never provided with a grievance appeal form to appeal further to the DRC Chief Inspector. The inmate allegedly sent a kite in September 2009 requesting a grievance appeal, but never received a response. The specifics were relayed during the closing to Administrative staff.*
- *One inmate, who had recently transferred from another institution, made serious allegations of “elderly abuse” in regard to how he was treated at his previous institution. He alleged that Officers at his previous institution had bad attitudes and disrespected many of the inmates. The inmate stated that he had no major concerns with the Richland CI staff.*

- *Several inmates in unit one, lower level alleged that natural gas was seeping into the building from the outside through the pipes and relayed that this problem has been occurring for over a year.*

During the inspection of the lower level of unit one, a rehabilitation course entitled “The Drive” program was in process and was observed. *An inmate was talking to a group of inmates about making important life decisions. The inmate’s ability to relay his message to the class was most impressive. The inmate urged his peers to make better life decisions, including obeying the rules and regulations of the Richland Correctional Institution.*

### **Restroom**

The restroom consists of eight urinals and eight toilets. One of the urinals was out of order.

There are also 18 showers, including two handicapped accessible showers. One shower had water continuously running in a large gray trash can. According to one inmate, the inmates fill the garbage can with water then dump it on the shower floor to clean the entire area.

*During 2009 inspections, it has been observed that more institutions have installed hand sanitizer or soap dispensers in the bathrooms in an effort to promote hand washing as an effective method to prevent the spread of illnesses, such as flu. Hand sanitizers and soap dispensers were not observed in the restrooms of the Richland CI housing units.*

### **Unit One-Upper Level**

The short-term offenders were exclusively housed in the upper level of Unit One. However, staff moved several of the younger, short-term inmates to different units and replaced them with older inmates who have longer sentences. Reportedly, the unit was considered “wild” before the inmates were separated. According to staff, the short-term, younger inmates that remained in the upper level of unit one were relieved that an older more mature inmate population now live in the dorm.

Staff relayed that the younger, short term inmates are hard to deal with and refuse to listen to staff. Staff commented that they are more into stealing and disrespecting staff, but are not as violent as some younger inmates at other institutions. RIC staff relayed that the facility has been separating the younger inmates by dispersing them throughout the institution over the past few weeks. Some staff relayed that their problem inmates are not so much the under 21 inmates, but are the short term offenders.

- Inmates were very quiet, as count was being conducted. Some of the inmates in the area were sleeping.
- Several inmates relayed concerns regarding maintenance needs and the inmate grievance procedure.

- *One inmate stated that there was broken glass in the shower from the previous week and in the food line in the inmate dining hall. Later during the inspection of the showers, no broken glass was found. When the inmate's concerns were relayed to staff, staff relayed that they were unaware of any broken glass or any damage to the windows that could have caused the broken glass.*
- *One inmate also stated that the urinals are constantly in need of repair. According to the inmate, each of the urinals has been out of order at one time during the year.*
- *Another inmate expressed serious concern regarding his inability to pay to send his grievance appeals to the Chief Inspector's Office. The inmate stated that he is an indigent inmate and cannot afford to mail multiple grievance appeals. He believes that inmates should be allowed to have more than one free letter per month and that grievance appeals should not be considered regular mail. The concerns expressed by the inmate were relayed to staff during the inspection. Some staff were unclear if inmates actually had to pay to send grievance appeals or if they were considered inter-office mail. Staff stated they would contact other institutions to verify the appropriate procedure. After relaying the information to staff, CIIC learned that the inmate was not considered to be an indigent inmate based on the ODRC policy. It was also noted that the inmate had a solution for the issue. The inmate recommended that *DRC institutions should allow inmates to send grievance appeals through email from a computer in the library. The inmate believes sending grievance appeals by email would provide a significant cost savings for the ODRC in regard to the amount of paper that is used annually to print the appeals.* It was noted by staff, that Richland Correctional Institution has a limited amount of informal complaint forms available and they were still waiting for replacements from the ODRC Central Office. Reportedly, budget concerns were one reason they had not received new forms as of the date of the inspection.*

## **Restroom**

*Although the housing and common areas were very clean, the bathroom in H1 upper was similar to that of H1 lower with visible dirt, grime, and residue. Several inmates expressed serious concerns regarding sanitation. One inmate alleged that the Richland Correctional Institution has had serious sewer and drainage issues for years that needed to be repaired. When CIIC relayed this concern to facility staff, it was relayed that inmates have dumped sunflower seeds in the toilets which eventually leads to a clogged drain. The seeds, which were purchased from the commissary, reportedly caused several drains to be clogged during the year.*

The showers in the upper level of unit one were similar to those in the lower level. There were 18 showers, including two handicapped accessible showers. *However, the conditions of the showers were significantly worse than those on the lower level. Most of the 18 showers in the unit had mildew and a large amount of soap scum. There appeared to be no ventilation in the showers with the exception of the entrance to the bathroom. In addition to relaying concerns for needed repairs, inmates also alleged that the cleaning products that are used to clean bathrooms are too diluted to be effective.*

## Unit Two-Lower Level

According to staff, the lower level of unit two was exclusively for the older, long-term inmates. However, the Administrative staff decided to make a change in the population by moving several inmates to unit one and replacing them with the younger, short-term offenders as mentioned in the section entitled “Unit One Upper Level”.

During the inspection of unit two, CIIC spoke with a group of older inmates regarding the recent moves of the staff. *One inmate stated that he has had an item stolen since the younger inmates were transferred to his unit. Reportedly, his compact disc player was stolen less than two days after the younger inmates arrived. However, the inmate quickly noted that he believes the items were not stolen by one of the younger inmates who had recently been moved to the unit. Instead, the inmate truly believed that his CD player was stolen by an older inmate who was released two days after the incident.* The inmate who relayed this information to CIIC stated that only a few inmates knew where his compact disc was hidden and that he never had the CD player out in front of the new inmates. *This was a unique perspective taken by the inmate. At most institutions where younger short-term inmates and older long-term inmates are housed in the same unit, CIIC has received reports that most thefts are conducted by the younger population.* In the same unit, other inmates expressed concern that some of the younger inmates are louder, disrespectful, and steal inmate property.

*An inmate expressed concern regarding the quality of the items sold in the commissary. According to the inmate, the commissary allegedly raises their prices once every three months and allegedly, they currently sell items that are outdated.* In a separate conversation with the facility staff, it was relayed that commissary items can be sold seven days past the “sell by date” of the item. *On the day of the inspection, the inmate reportedly purchased sunflower seeds with a sell by date of September 4, 2009. Based on the inmate’s allegations, the purchase was made nearly 10 days past the sell by date.*

*An inmate with a military background relayed that he will be released soon and has been accepted for placement in a Veterans Administration (VA) Hospital. However, he explained that he cannot go to the VA hospital straight from the prison and must spend at least one day somewhere else. He stated that he is having trouble finding intermediate placement and understands that the Case Manager has a large workload, but was frustrated that he had not received a more prompt response to his concerns.*

An inmate relayed that he wanted to get into a program, but access was reportedly limited because the short term offenders reportedly receive priority. He maintained that the younger inmates who are admitted to the programs are not interested. Reportedly, the short-term inmates do not take the programs seriously or see the benefit of being involved. He further relayed that the inmates who really want to be in the programs cannot get in because they have longer sentences. In addition, he alleged that some staff members ignore the long-term inmates when this concern is brought to their attention.

## **Restroom**

*Multiple inmates relayed concerns about the bathrooms and stated that the showers had mold, were always broken down, had broken hardware, sink problems, toilet issues, and only one plumber at the institution to fix the problems. CIIC later visited the bathroom and found them to have extreme sanitation issues, including human excrement covering one of the toilets. Several shower stalls had water running, which staff later may have been because it could not be turned off. Paint was chipping off the ceiling and walls. Two urinals were out-of-service and covered with plastic bags. Staff pointed out the differences in the hardware of the sinks, as some were old, while others had recently been replaced.*

*In a separate conversation, staff relayed that they try hard to keep up bathrooms clean. However, staff relayed that there is a general need for maintenance and repair. It was explained that health and safety staff make rounds once a month.*

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### ***Expectations Questions and Responses: RESIDENTIAL UNITS OVERVIEW***

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? **Yes.**
  - b. Are cells sufficiently warm in winter and cool in summer? **Yes.**
  - c. Are cells ventilated and do they have sufficient daylight? **Yes.**
  - d. Do prisoners have their own bed, corkboard, lockable cupboard/locker box, and use of a table and chair? **Yes.**
  - e. Are older prisoners in shared cells with bunk beds given priority for lower bunks? **Yes.**
  - f. Do shared cells have screened toilets? **Yes.**
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 are they paid for this work? **(No answer).**
- a. How are volunteers identified, trained and assigned?
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? **Yes.**
- c. What system is in place to highlight to other staff that any prisoners with disabilities and/or mobility problems may need assistance in an emergency? **ID badge, aides assigned to help.**
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? **Yes.**
- 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? **Classification System.**
9. Do all prisoners have access to an in-cell emergency call button/bell that works and is responded to within five minutes? **Yes.**
10. Do observation panels in cell doors remain free from obstruction? **Yes.**
11. Is there a clear policy prohibiting offensive displays, and is it applied consistently? **Yes.**
12. Are prisoners' communal areas (activity and shower areas) clean, safe, meet the needs of the prisoner population, and effectively supervised by staff? **Yes.**
- a. Are there adaptations for older, infirm and disabled prisoners? **Yes.**
13. Do prisoners feel safe in their cells and in communal areas of the residential units? **Yes.**
- a. Is there a suitable design of residential units e.g. good sightlines, and supervision in high-risk areas? **Yes.**
14. Are notices displayed in a suitable way for the population? **Yes.**
- a. Is adequate provision made for any prisoners who cannot read notices because of literacy, language, or eyesight problems or any other disability? **Yes.**
15. Are residential units as calm and quiet as possible both to avoid incidents and to enable rest and sleep, especially at night? **Yes.**

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*Expectations Questions and Responses: 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.**

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*Expectations Questions and Responses: 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? **Yes.**
  - a. Are screened toilets in shared cells? **Yes.**
  - b. Is there a shower cubicle adapted for use by older, less able or disabled prisoners as well as baths with grab handles? **Yes.**
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? **Yes.**
6. Is a prisoner's valuable property routinely security marked before it is issued? **Yes.**

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#### **A. EDUCATION BUILDING**

Upon entering the building, a display was on the wall of inmate work from a basic drawing skills program. The self portraits were amazing. Staff later remarked that this program was one of the five week programs.

*All areas of the education building remained spotless without exception.* Staff commented that many of the programs were not in service as several teachers/instructors were at a conference. According to staff, Richland CI has the largest education program and the most vocational programs in the state.

#### **Carpentry and Dry Wall Program**

The Carpentry/Drywall vocational program was not in operation on the day of the inspection. However, the area was observed and appeared to be well maintained and organized. According to staff, there are approximately 20 inmates in each program. Staff also relayed that they have both morning and afternoon classes. Staff relayed that the program is very popular with the inmates. Inmates are eligible for the program based on their release date. Some inmates take Career Enhancement Courses. Inmates can take up to eight classes that last five weeks each. Reportedly, short-term offenders are admitted to the program before the long-term offenders.



Staff relayed that inmates do not build projects for outside organizations and communities. However, inmates have participated in the drafting of a housing development in the local community.

The “Auto Body” program has offered inmates an opportunity to repair state vehicles. Other programs that are offered at Richland Correctional include the following: barbering, graphic arts, dry wall, auto body, carpentry, plumbing, dog program, horticulture, educational programs

### **Classrooms**

During the inspection, a Pre-GED class was in session. CIIC observed the “Distance Learning Lab” in which inmates can obtain degrees from Ashland University. According to staff, when the institution was built, it was intended to be a vocational prison, which it still is today.

*Staff relayed that the Ohio Department of Education is no longer waiving the GED test fees for inmates. Although inmates continue to take pre-GED courses at Richland Correctional Institution, inmates are now responsible for paying the \$40 fee to take the test. This has prevented many inmates from obtaining their GED. Unfortunately, Richland Correctional Institution does not have the financial resources to pay for test. Staff reported that on average, it would cost \$9,000 a year to pay for the inmate GED test. Staff are reportedly seeking other alternatives.*

### **Horticulture Program**

The building that houses the Horticulture Program is located behind a fenced-in area next to the education building. Staff commented that inmates who complete this program earn their certification through the Ohio Nursery and Landscaping Association (ONLA). The three certifications inmates can earn are: garden center, landscape, and grower. The test is provided by the Ohio Nursery and Landscaping Association.

## **B. OUTDOOR RECREATION**

In addition to the two basketball courts that were previously mentioned in the “landscape” section, the outdoor recreation also included a handball court, a baseball diamond, sit-up/push-up stations, horseshoes, and a walking track. Many inmates were taking advantage of the good weather by playing basketball and handball. Staff relayed that Richland CI would be adding a putt-putt golf course in the future. Some inmates walked around the track, while others sat on one of the many benches observing the other inmates.

During the walk to the indoor recreation unit, an inmate spoke with CIIC regarding his involvement with a national organization. According to the inmate, he is the head of the Richland Correctional Institution Chapter of the Fellowship of Christian Athletes. The inmate relayed that the Fellowship of Christian Athletes is a national organization that reaches individuals through sports. The inmate started the Richland Correctional Chapter of the organization five years ago in 2005.

## **C. INDOOR RECREATION**

### **Fine Arts Room**

The indoor recreation was very impressive. The unit offered more than just sports equipment, it also provided an area for inmates interested in arts, crafts and music. The Fine Arts room is located immediately to the right of the entrance to the unit. The area was large and provided sufficient room for inmates to do art projects.

The inmates in the Fine Arts room were listening to hip-hop music while working on their projects. Inmates were fixing toys and bicycles. Inmates relayed that there is a fine arts committee, which includes drama, art, and creative writing. The Fine Arts room had four band rooms that allow inmates to play their musical instrument and music of their choice. Reportedly, one of the band rooms is used for storage. Inmates relayed concerns that they have Direct TV but only have the regular channels.

During the inspection, an inmate proudly displayed the art work that was done by some inmates in the past. The paintings and drawings posted on the wall of the room were very impressive. The inmate was particularly proud of a house made out of Popsicle sticks. The house was an on-going project that was started by an inmate that was released in 2007. Before the inmate was released, he left the house in the Fine Arts room so another inmate could work on it during their time at Richland Correctional Institution. According to the inmate, the released inmate started a tradition that he hoped would be continued and passed to future inmates.

*Two homosexual inmates made serious allegations that Officers have threatened to use OC spray to frighten them. The inmates also alleged that staff have called them names and used slurs regarding their sexual preference. These concerns were relayed to administrative staff at the closing.*

### **Exercise Room**

The indoor recreation included an exercise room that resembled some exercise studios seen in local health and fitness clubs. Many inmates were performing exercises similar to the cardio-kickboxing video tapes that are sold in local stores. According to staff, the cardio class was one of the most popular activities for inmates to participate in during recreation.

### **Indoor Gymnasium and Weight Room**

The indoor gymnasium included a full length basketball court, bleachers, and a scoreboard. The gym was one of the finest seen by CIIC staff on inspections to date. Inmates were playing a spirited game of full court basketball while other inmates watched. The setting, including the basketball court and bleachers resembled a small high school gym. Staff relayed that the basketball court was installed in 2005 and holds up very well to the wear and tear by the inmates. According to the indoor recreation schedule provided by staff, Richland CI has an indoor basketball league on Thursdays from 6:00 p.m. to 7:00 p.m.

The weight room was the most populated area of the indoor recreation unit. The weight room included several universal weight machines and pull-up stations. Inmates occupied every machine. Richland Correctional Institution is one of a few institutions seen to date with a full weight room. The weight room is open for six one hour sessions per day, seven days per week.

It is noted that because Richland is a medium security institution, they are permitted to have weights.

## **VI. SEGREGATION**

The segregation unit is located in a separate building next to the administrative building. It has a centralized control center and three separate inmate ranges for inmates in security, discipline, and local control. The unit includes a Nurse's sick-call room, and an indoor and outdoor recreation area. A laundry room is available. The room includes three washers and two dryers, which was observed as very unorganized, with dirty clothes scattered throughout the room.

The front area near the control desk appeared to be air conditioned. However, during the walk-through, the air in the ranges became stale and humid. The segregation unit has its own food preparation area. Reportedly, food service staff bring the food to the unit where it is prepared and distributed to the inmates.

Upon entering the unit, two inmates were observed waiting in a holding cell for allegedly being caught with a homemade alcohol known as "hooch." The inmates were waiting to be processed by staff and assigned to their cells. On the day of the inspection, there were 84 inmates in segregation including 40 in Security Control, 26 in Disciplinary Control, and 18 in Local Control.

According to the Department of Rehabilitation and Correction's Administrative Rule 5120-9-11 entitled "Security Control", an inmate may be placed in security control:

*When needed to facilitate an investigation prior to the issuance of a conduct report or other administrative action, criminal prosecution; and/or, Pending a hearing before the rules infraction board; Pending transfer to another institution; As a temporary housing assignment for inmates to facilitate an inmate's appearance in judicial or administrative proceedings. The deputy warden of operations may authorize an inmate to be held in security control pursuant to an investigation for up to seven days. If the investigation has not concluded at the end of the initial seven-day period, the warden may authorize that the inmate be held in security control for an additional seven days.*

Although only one inmate was in disciplinary control on the day of the inspection, it should be noted that inmates are originally placed in security control under investigation. According to the Department of Rehabilitation and Correction's Administrative Rule on the subject, disciplinary control results when:

*An inmate who has been found guilty of a rule violation by the RIB, pursuant to rule 5120-9-08 of the Administrative Code, may be placed in disciplinary control. An RIB panel may impose up to fifteen days in disciplinary control for a single violation or series of violations arising out of a single even.*

Administrative Rule 5120-9-13.1 regarding Local Control provides the following:

*An inmate may be placed into local control if the warden determines after a hearing that: The inmate has demonstrated a chronic inability to adjust to the general population, or the inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. Placement in local control shall be for an indefinite period, but shall not exceed one hundred eighty days unless the prior written approval of the director or his designee has been obtained.*

On the day of the inspection, staff reported that no inmates were in segregation under investigation for protective control. The Administrative Rule 5120-9-14 regarding Protective Control states the following:

*An inmate requesting or referred for protective control consideration may be held in security control pending the protective control investigation and hearing. A protective control hearing shall be held within seventy-two hours of the protective control request or referral, unless additional investigation is necessary and approved by the warden. In such cases the inmate shall be promptly notified of the delay.*

The windows on the doors and the shower windows were higher than what has been recently seen at other institutions. *The height of the windows made it difficult to see inside of the cells. In addition to the height of the windows, many of the shower windows were blocked with objects by the inmates from inside their cells. Staff later explained that the day of the inspection was "hygiene day". During hygiene day, inmates who need a fresh roll of toilet paper must give back their previous cardboard roll. According to staff, some inmates place their used previous cardboard roll in their shower windows.*

During the inspection of the local control range, a large puddle of water was observed coming from underneath one of the cell doors. The inmate occupying the cell was asked what happened to cause the puddle of water to come from underneath the door. The inmate stated that his shower overflowed and that it has happened before. *The inmate stated that Richland CI had plumbing issues, which was relayed multiple times during the inspection by inmates and later confirmed by staff. The inmate reportedly informed the first shift staff earlier in the day. According to the inmate, they were expected to address the situation. The inmate stated that he did not flood his cell, as some first shift staff reportedly suspected.*

During the inspection of the disciplinary control range, the inside of an empty cell that was “out of order” was observed. The cell included a bunk bed, small table with seat, toilet and sink combination, mirror, and shower. Staff relayed that the previous inmate broke the well in the shower in order to flood the cell. *This was a reason that staff suspected the inmate in local control flooded his cell.*

In addition to the cell damage, the inmate also covered the ceiling light and the vent with wet toilet paper. Staff of several institutions have relayed that inmates will cover their lights so they can sleep better. Staff have also relayed that inmates cover their vents to prevent cold air from coming in the cell. However, staff relayed that if an inmate covers their vent, it can cause serious problems with air flow throughout the range, preventing circulation of the air to the other cells.

*The view from inside the cell was described as “grim and depressing.” In addition to using toilet paper, the previous inmate also applied toothpaste to the ceiling light. The shower was very dirty with severe scum and mildew build-up from what appeared to be several years of neglect. The toilet had not been repaired or cleaned since the damage was done by the inmate. It was not clear whether the dirty shower and toilet were a result of the damage caused by the previous occupant. Facility staff relayed their hope to receive a power washer to thoroughly clean the cells. According to staff, inmate porters are responsible for cleaning the cells once a week.*

## VII. 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. There is a push within Religious Services to use as many community-based programs as possible. This is also true in other areas as in Recovery Services.**

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?

**Reverend Sims has had some sessions with faith-based initiatives. We get periodic e-mails highlighting possible programs. The programs are available.**

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?

**The programs we are using at Richland CI are having a positive impact on ex-offenders.**

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

**We have two Chaplains and enough staff to implement some programs. We are implementing several locally.**

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

**One program, “Reformers Unanimous”, uses workbooks, handouts, and feedback forms to monitor the progress of inmates. Evaluations are done within many programs to determine impact.**

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, Director Collins has had sessions with the Chaplains. He is always encouraging us to use community-based programs. We have developed an “RU Reformers Unanimous” program and the FCA Fellowship of Christian Athletes.**

a. Is the culture within the institution continuing to evolve to encourage community volunteers? Explain.

**Yes, culture has made it easier and more rewarding to be a volunteer. The use of volunteers from other facilities has been very beneficial.**

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?

**This year, we had one of the best volunteer recognition programs. We had cake and presented volunteer certificates and plaques for volunteer of the year.**

c. How is the DRC/DYS administration working with wardens/superintendents to collaboratively develop protocols that will proactively assist with changing the culture?

**I have no idea what the administrators are doing. They also do not ask for my input.**

d. Have such protocols been developed? **Unknown to me.**

e. What are they? **I do not know.**

f. Have policies been reviewed to determine if they might inhibit use of community , and have necessary changes been made accordingly? **I do not know.**

g. What policies have been reviewed? By whom?

**I believe the RICI volunteer policy was reviewed by our Volunteer Coordinator. There were inconsistencies between the ODRC and the RICI policy.**

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

**I like the fact that qualified volunteers do not have to go through the whole packet or sit through more training when they are already qualified at a sister institution. This streamlining has been most helpful.**

3. Has DRC/DYS developed a marketing plan to assist in recruiting volunteers from the community and faith-based institutions? **I do not know of any.**

a. Does the plan discuss educating volunteers about the justice system? **Unknown to me.**

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, but resources like employees to run such programs and room space are limited. Also employees are forced to do more administrative tasks due to reductions in staff.**

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, we have done active recruiting and written hundreds of letters to churches that are local or within the area where our inmates originate.**

d. Has a marketing plan been developed to overcome the public's misperceptions of offenders? **Not specifically.**

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? **Not to my knowledge. Prison fellowship has some material available.**

f. Is information provided on how individuals and groups can volunteer in the prisons? **Yes, when asked by individuals who call or respond to letters sent out**

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? **Prison fellowship covers this. I am not sure what the DRC has developed.**

4. Has DRC/DYS developed a standard training program for staff, volunteers, and the community to facilitate working in institutions together? Explain. **There was a training segment for employees during last year's in-service training.**

a. Does the program include information on:

**I am unable to answer these**

- 1. Ethics of working with offenders? **This was not covered.**
- 2. Confidentiality issues? **This is covered in their training.**

- 3. Ensuring safety and security of volunteers? **This is covered in training.**
- 4. Working with volunteers? **This was covered in the in-service training.**
- 5. Rules and regulations for volunteers? **This is covered in our training.**

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, our training packet covers this.**

c. Has a standardized training program been developed for volunteers to facilitate their work in institutions? **Yes, the Volunteer Coordinator standardized it last year in RIC1. I do not know if it has been standardized between institutions. We have forms and a video.**

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? **No such program exists for training.**

5. Has Ohio law been revised to remove unnecessary and unreasonable collateral sanctions which inhibit offenders' successful reentry? **No, this has not happened. It is still difficult for ex-offenders to find housing, foils, and community support.**

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

- Staff and volunteers? **Our volunteer recognition, but no real communication between staff of other departments.**
- Staff and the community? **Nothing really except for personal initiatives.**
- Other parts of the criminal justice system and the community? **I have very little contact with judges and local law enforcement.**

a. What improvements have been made in effectively communicating among staff within the facilities, as well as with the community? **In-staff training is at least addressing communication now.**

b. Has an improved communication mechanism been developed in order to ensure these efforts? **Yes, I now have internet access. This is the most helpful tool in finding community resources.**

c. Has the system been developed collaboratively with staff and volunteers to address observed problems? **No. All initiatives have been personal initiatives, not staff.**



## **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? **I do not know. We have moved short-term offenders into one dorm.**

a. Working with faith-based and community service providers, have programs been developed in the community to effectively provide treatment while protecting public safety? **I do not know.**

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? **I do not know.**

c. Have local probation departments prepared a listing of community options currently available for judicial use? **No.**

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. **Unknown.**

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, for instance, “Reformers Unanimous” provides a faith-based recovery program. This was not available last year.**

a. Is DRC/DYS working with community organizations and probation departments to expand services available for offenders? How? **I do not know.**

b. Has a community model been created that will help meet the basic needs of offenders within the community? Is it being created? Explain. **I do not know of any community models.**

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? **There has been increased awareness of community programs. I do not know what they do in Columbus.**

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? **I do not know what the DRC is doing.**

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? **I have no idea.**

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? **I do not know.**

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, I have been trained in the Ohio Benefit Book (OBB). There is an increased awareness of what the OBB can do.**

a. Has a job placement program been implemented? **Yes, we do interviewing using the Ohio Benefit Book.**

b. Does it provide:

- Information on job fairs to ex-offenders? **We have at least yearly.**
- Education of businesses/employers on the benefits of hiring ex-offenders? **Unknown to me.**
- Incentives for employers to hire ex-offenders (i.e., tax breaks)? **Unknown to me.**
- Increased involvement of faith-based and community groups? **Unknown to me.**

c. Is there collaboration between the DYS, DRC and Job and Family Services who started the employment centers in Ohio? In what way? **Not that I am aware of.**

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? **Totally unknown to me.**

e. Has the DRC Omnibus Reentry legislation been enacted to reduce unnecessary sanctions in the law and thus made training more relevant? **What Omnibus legislation?**

### **Institutional Programming**

11. Is DRC/DYS working with the faith community and faith volunteers to develop and expand programs within the institutions? **I do not know what the DRC is doing in this area. Everything has been personal initiatives.**

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

- Life skills? **This has been done in pre-release.**
- Financial management and budgeting? **Some in pre-release.**
- Personal hygiene? **Unknown.**
- Family programs including:
  - Family and community-based orientation? **Yes, we have a "Family-Life" dorm.**

- Family mediation? **No.**
- Family education and orientation program? **Yes, done in our Family Life program**
- Transportation and video conferencing for visitation? **Not done.**
- Parenting? **Does written family life, a yearly program taught by St. Peters Church.**

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, our programs are sent to the DRC to be certified as re-entry programs. I have yet to have a program approved. The Reformers Unanimous is in the process. The “Bethel Bible” program was denied.**

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

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

d. Is emphasis centered on using a mentor-type relationship for such training? **Yes, we have developed 15 mentors who are currently working with our inmates.**

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? **No, some visiting happens through the family life program.**

g. Do volunteers facilitate the improvement of family relations through coaching in basic relational skills or involvement in family mediation programs? **We do have several volunteers who tend to personal skills.**

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

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? **Unknown to me.**

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. **I have no idea.**

a. Are community actors and organizations a part of reentry planning for those offenders who will shortly be returning home? Explain. **Yes, this is what we use our mentors for. They have helped several in successful reentry.**

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? **No.**

c. Is there a mentorship program for offenders at your facility? **Yes, this has been limited to the Chaplain's personal involvement.**

d. Are faith-based and community volunteer groups actively developing such a program for participation by offenders at your facility? Explain. **We have used the prison fellowship to help us recruit and train volunteers.**

### **Re-entry 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? **We sent letters to area churches. The Fellowship of Christian Athletes (FCA) program involves different church groups.**

a. What has been done to make the faith community aware of programs and training for the faith community's involvement? **We have sent out hundreds of letters. We also invite Churches to play our FCA sport teams. This works well.**

b. What has been done to create awareness among the faith community of the needs of ex-offenders and the avenues to get involved? **We have sent out hundreds of letters. We also invite Churches to play our FCA sport teams. This works well (similar answer to question above). It is amazing how playing a softball game opens up awareness.**

c. What effort has been made to inform the faith community of the needs of ex-offenders and volunteer opportunities available? **Letters and invitations to play Christian athletic events.**

d. Have leaders among the faith community been identified? How? When? **Yes, through their involvement in sports and Bible studies, their leaders have identified themselves.**

e. Have staff been used to accomplish this, using existing organizations, groups and established relationships? Explain. **Yes, as articulated. The FCA is our program and is working to develop leadership both inmates and volunteers, and most of our mentors.**

f. Has this educational opportunity been extended to faith groups of all kinds? **Not yet. Other faith communities such as Muslims and Jewish have not developed such programming, but we are open to it.**

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? **I have heard that a web site is available, but have not found it yet.**

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? **Unknown to me.**

15. Are offenders informed of various housing options before leaving prison or immediately upon release? How is this done? **I have done this personally. I hope it is being done by Case Managers. I made phone calls help inmates find housing if needed.**

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? **No.**

b. Is legal advice in these situations available? Have partnerships been formed with local law schools to achieve this end? **No.**

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? **No way.**

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

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? **I have no idea.**

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, and to: **Unknown to me.**
- Inform the public of the many needs of ex-offenders to help them transition successfully back into society?  
**I do not know. There are citizen circles, but I do not know how they work.**

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?  
**I do not know.**