

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

August 16, 2010

**PREPARED AND SUBMITTED
BY
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**CORRECTIONAL INSTITUTION INSPECTION COMMITTEE REPORT
ON THE INSPECTION AND EVALUATION OF
TOLEDO CORRECTIONAL INSTITUTION**

SECTION I. INSPECTION PROFILE AND INSTITUTIONAL OVERVIEW

A. INSPECTION PROFILE

Date of Inspection: August 16, 2010

Type of Inspection: Unannounced

CIIC Member and Staff Present: Senator Ray Miller
Senator Shirley Smith
Representative Peter Beck
Representative W. Carlton Weddington
Joanna Saul, Executive Director
Darin Furderer, Inspector

Facility Staff Present: Robert Welch, Warden
Jeff Richmond, Labor Relations Officer
Tara Pinski, Inspector
Susan Brown, Deputy Warden
Russell Schaublin, Deputy Warden

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

Areas/Activities Included in the Inspection:

Entrance/Processing	Inmate Dining Hall
General Population Housing Units	Kitchen/Food Storage
Segregation	General Population Recreation
Medical/Infirmary	Library/Law Library
Protective Control Unit	Meeting with representative group of staff

B. INSTITUTION OVERVIEW

Toledo Correctional Institution is a 45.24 acre facility, which opened in the year 2000. The facility is Level 3 security (close security) male institution serving Level 3 inmates. It also has a minimum camp for Level 1 (minimum security) inmates. ToCI is unique in that it is one of two male institutions in the state of Ohio that has a Protective Control (PC) unit. The institution's Fiscal Year 2011 budget is \$23,949,346 and the daily cost per inmate is \$70.99.

C. INMATE POPULATION

The inmate count for Toledo CI, as of August 16, 2010 was 1,161 inmates with 980 residing at the main compound and 181 inmates at the minimum camp. Table 1 in the appendix provides information about the DRC population and prison rated capacity per institution as of September 20, 2010. According to the DRC website as of September 2010 the institution had 1,153 inmates, with 630 black inmates, 503 white inmates, and 20 other.

1. Security Threat Groups

On the day of the inspection the institution had 105 identified Security Threat Groups and 333 profiled inmates. The top ten gangs accounted for 183 out of the 333 profiled inmates at ToCI. There were 34 inmates affiliated with the Aryan Brotherhood, 29 with the Folks/Gangster Disciples, 21 profiled as a Crip/Gear Gangster, 20 Bloods, and 20 listed as a Crip. Table 2 in the appendix provides a full breakdown of the top ten gangs by affiliation at ToCI.

D. STAFF DEMOGRAPHICS

Of the 361 total staff at ToCI as of September 1, 2010, 233 (64.5 percent) were male and 128 (35.5 percent) were female. Of the total staff, 239 (66.2 percent) as were listed as white, 97 (26.9 percent) as black, 24 (6.6 percent) as other, and one (0.3 percent) unknown. The institution reportedly had 58 vacancies as of January 2010. Tables 3 and 4 of the appendix provide more information about the staff population and vacancies.

1. Staff Listening Session

Primary staff concerns related to budget constraints and inmate idleness. Staff relayed that they are over capacity with a current population of approximately 1,159 and a rated capacity of 1,060. However, it was communicated that they are doing the best they can with what they have and they continue to do more with less. They commented on the possibility of double celling in the future due to overcrowding and stated that they are prepared to take on the task if necessary, but it would come with an increased need for programming, food, clothing, and would cause added strain to the facilities. Regarding the building structure, staff said the institution's roof is the biggest structural concern.

The institution works with several unions including OCSEA (Ohio Civil Service Employees Association), SCOPE (State Council of Professional Educators), and SEIU (Service Employees International Union). When asked about the bargaining units' concerns, it was mentioned that staffing levels are likely their biggest concern. Two union reps said their biggest concerns were schedules and the cost-savings days. Staff commented that the SEIU 1199 union's biggest concern would be the caseload for Case Managers. Due to budget cuts, the institution went from two Case Managers per unit down to one and from four Unit Managers to two. The institution is currently operating under the social service model. It was explained that they have not suffered many losses to educational staff.

An officer stated concerns about a shortage of staff and relayed that there is a new breed of defiant inmates. Unit staff expressed concerns regarding the loss of programs. Staff relayed that

the institution went from 14 different programs down to only four due to the loss of unit staff. They stated that the inmates want programming and they want to provide it, but there is simply not enough staff. They stated that all staff have been stretched thin.

Staff stated that the administration has improved the quality of life at ToCI by allowing activities such as ice cream and football. It was also mentioned that they put in a walking/running track just within the perimeter of the fence line as an additional recreation activity.

Staff stated that when the tobacco ban went into effect they saw an increase of attempts to try to convey tobacco into the institution especially with efforts to throw it over the fence. Staff relayed that due to these concerns, they conduct security checks around the minimum camp fence before allowing the inmates to go outside for recreation.

SECTION II. INITIAL REPORT

The following initial report was provided to the DRC Director, Assistant Director, North Regional Director, and the Toledo Correctional Institution Warden on August 20, 2010:

Summary of the Inspection of the Toledo Correctional Institution on August 16, 2010

On August 16, 2010, Senator Ray Miller, Senator Shirley Smith, Representative W. Carlton Weddington, Representative Peter Beck, CIIC Director Joanna Saul, and CIIC Inspector Darin Funderer inspected the Toledo Correctional Institution. Despite a few concerns, the institution felt secure with no serious tension between inmates evident. The inmates themselves seemed fairly content with their environment. The staff members at the institution were more than helpful orchestrating and accommodating requests as well as providing escorts and information during the inspection. The following highlights the critical concerns as well as a few points of pride in the inspection.

CRITICAL CONCERNS

Insect Infestation

Several large flies were present in both the dining hall and the kitchen during the inspection. Throughout the meal period inmates commented that there are bugs in the kitchen, in the showers, and around the Kool-Aid. During the inspection of the housing units one inmate stated that there are bugs around the milk cooler and mentioned that the slot where inmates receive their food trays is consistently messy.

***ToCI response:** An outside company specializing in insect control (gnats & flies) has been contacted and an appointment has been scheduled for these areas to be treated. On 8/25/10 the Lucas County Health department completed an inspection of food service area and did not find any violations, nor did they make any no notations regarding gnats or flies (insect infestation). The concrete around the Kool Aid area was resurfaced, painted and new nozzles were purchased for the coolers to prevent leakage which could result in insects. Meals in the chow hall have continuously been monitored and there is no evidence to support bugs around the milk cooler or messy food trays are being served.*

In A Block, the upper range showers had paper over the vents. An inmate relayed that it was to keep out the gnats. It was reported there has been a huge gnat infestation of the showers. The segregation area also contained an uncovered trash bin with bugs in and around it.

***ToCI Response:** This issue has been looked into and addressed by our Health and Safety Officer. Staff and inmates have been educated how and what chemicals can be used to clean the showers properly which will control the gnats. Also, staff has been informed to notify maintenance if the problem continues so that the floor drains can be cleaned with a specialized chemical performed by the Institutional Plumber. In regards to trash bins, each unit has offender porters*

designated for cleaning. Unit Staff have created a porter position specifically to maintain the cleanliness of the trash bins.

One inmate in the west dorm at the minimum camp showed bite marks from red ants and relayed that he often has to throw out his food because of the infestation. Staff noted the problem and contacted the Health and Safety Coordinator to take a look at it.

ToCI Response: *A Pest control company sprays once a month and inmates are always advised about how to store open food at their bunks. The Inspector's office has not received any complaints prior to this inspection regarding an infestation of red ants. Nor were any complaints received about inmates needing medical attention for bite marks from red ants. Offenders have been educated regarding insect bite marks and are encouraged to report bite marks to medical staff for proper treatment.*

Food Services

Overall, the meal was tasteless and lukewarm. The veggie burger tasted like rubber and a State Legislator relayed that the regular burger was similar in taste. The peas and carrots were boiled to tastelessness. However, a CIIC member relayed that he thought the food was quite good. Inmates were observed carrying in bottles of seasoning and spreading copious amounts on their food.

ToCI response: *ToCI has not received any grievances regarding the taste of the food served in the chow hall. ToCI follows the dietary menu "Healthy Heart" set forth by DRC which also includes pre published recipes. Food Service follows the food temperature guidelines set forth by DRC policy 60-FSM-02, and a production report is kept on each meal. On 8/16/10 during the CIIC inspection, ToCI staff also ate the same meal that was served to the inmates and found no issues with the taste, warmth or presentation of the meal. Inmates are permitted to bring one (1) condiment to chow with them to add to their food as they desire. Temperatures are taken of the food at the beginning of service to the inmates. On 8/16/10 the following were the temperatures for the lunch that was served:*

Menu Items	Before Service	During Service	After Service
Hamburger	166	168	166
Cottage Potatoes	172	170	167
Cole Slaw	34	36	36
Peas & Carrots	180	176	176
Vegetarian Burger	167	167	167
Beverage	36	37	39

Per DRC Policy 60-FSM-02, hot food shall be served at an internal temperature of 140 degrees Fahrenheit or above and cold food shall be served at an internal temperature of 40 degrees Fahrenheit or below. ToCI was within the policy guidelines for food temperature for this lunch meal. On 8/25/10 the Lucas County

Health Department completed an inspection and found the food temperatures were within range and no violations were found.

CIIC Recommendation: In response to these on-site concerns, staff said that it is the same meal across the system and they do not control the menu. However, a recent inspection at Hocking Correctional Facility revealed a facility that managed to provide a delicious meal, using the same system-wide requirements. Considering the importance of food services to inmate quality of life, an intra-DRC discussion needs to be held regarding which institution has the best quality of food and how do they achieve that with a limited budget.

Mold in Showers

Several showers in A Block had mold surrounding the metal fixtures. Staff in different housing units disagreed regarding whether or not they could obtain bleach; one staff person relayed that even the staff are denied when they want to obtain bleach to clean.

ToCI Response: The mildew that is soaked into the caulking surrounding the metal fixtures is scheduled to be removed and replaced with new caulking. The Health and Safety Officer had ordered an additional non hazardous chemical to prevent this issue from reoccurring. Prior to unit staff requesting Bleach (which is a Hazardous chemical) staff/inmates must try other recommended non hazardous chemicals, such as CA-MRSA & Bathroom/Bowl Cleaner, per DRC Policy 10-SAF13. Both of these chemicals are and have been available to the inmates within their housing unit chemical boxes for daily cleaning of the showers. Currently all staff are being reeducated on the proper chemicals that can be used to clean the showers in order to prevent the mildew from occurring. The procedure for obtaining bleach rests with the unit Sergeant. Block Officers should notify their unit Sergeant if there is a special circumstance that calls for sanitizing with bleach. Once bleach is obtained for the unit, the Unit Sergeant must remain with the inmate the entire time the bleach is being used in the housing unit. Therefore, bleach is available and can be obtained by staff if used properly.

CIIC Recommendation: Clarification needs to be made to staff regarding access to bleach and supervision of inmates during the use of it.

ToCI Response: On 8/26/10 a "Bleach Procedure" was placed in every unit to ensure staff is aware how and when they can request bleach for their unit.

Segregation

A few burning issues were evident in the segregation unit during the inspection: first, several inmates relayed that they had been in segregation for a lengthy period of time without a conduct report; second, inmates relayed that they were in segregation past their release date.

ToCI Response: An inmate can be placed in segregation under investigation without a conduct report Per AR 5120-9-11 and this is the procedure that ToCI

follows. The following is the breakdown of inmates that are currently in segregation as of 8/30/10:

SC Status		DC Status		LC Status	
<i>Pending Transfers</i>	7	<i>Discipline for Conduct Reports</i>	20	<i>Serving LC</i>	36
<i>Pending Discipline from Conduct reports</i>	17	<i>Release when GP bed available</i>	2	<i>Release when GP bed available</i>	1
<i>Investigation</i>	5				
<i>Release when GP bed available</i>	7				
Total SC	36	Total DC	22	Total LC	37

Total Segregation: 95

Staff relayed that the institution has been forced to keep inmates in segregation because the general population beds are filled by Central Office as quickly as inmates are moved into segregation. Therefore, there are no beds in general population available when the inmate should be released. It was implied to CIIC that the prison has been placing inmates in segregation for minor rule infractions that might otherwise receive a lesser sanction in an effort to free up general population beds.

ToCI Response: *At times inmates may spend a few extra days beyond their segregation release dates. When this happens, it is monitored and inmates are released as soon as general population beds become available. The filling of general population beds are out of ToCI's immediate control. ToCI is in weekly contact with the Bureau of Classification regarding our general population bed space in an attempt to effectively manage our population. However, ToCI is one of six Level 3 institutions and bed space is in demand at this level State wide. It is not a ToCI practice to randomly pick inmates and place them in segregation in order to free up general population beds. AR 5120-9-06 covers offender rules of conduct. This AR does not specify major versus minor rule infractions, but rather, denotes that all violations of conduct are acts that constitute an immediate and direct threat to the security or orderly operation of the institution, or to the safety of its staff, visitors and inmates. By following this AR, ToCI ensures that offenders are held accountable for their actions, which could lead to segregation placement.*

CIIC Recommendation: *Staff relayed that they have considered implementing a step down unit to combat the problem of inmates spending more time than necessary in the segregation unit. If the institution is stretching general population capacity by placing inmates in segregation, consideration might be given to convert an existing segregation pod into general population or using it as a step down unit.*

ToCI Response: *ToCI does not have the capacity to have a step down unit in segregation or general population units.*

Protective Control Unit

Multiple inmates mentioned concerns regarding food preparation and alleged that Food Services inmate workers “mess” with the food. Inmates were also concerned regarding their privileges and relayed that they had limited programming and no inmate groups.

ToCI Response to PC Food trays: The PC food trays are prepared in food service by general population inmates. During preparation these inmates are supervised by a food service manager to ensure that the trays are properly prepared and inmate workers are not “messing with their food.” The institutional Inspector has also observed multiple meals being prepared and delivered to PC to verify that the trays had not been tampered with. There was no evidence to support these allegations.

ToCI response to PC Programming: ToCI’s PC unit houses all levels (1-4B), which means that not all the inmates in the unit can be out together. The Fatherhood program was just completed in PC in the past month. Recovery Services and Mental Health are also currently offering programming to the PC population. The ToCI Chaplin holds weekly bible study with the inmates as well. In addition, Unit Staff are going to be introducing programs via video so that all security level offenders will have access.

POINTS OF PRIDE

Cleanliness/Condition

The overall cleanliness and condition of the institution was very impressive with few exceptions. The entry area, the observed housing units/cells, and administrative offices remained extremely clean and well maintained. The educational area was especially well-maintained with floors that shined.

Staff/Inmate Relations

Throughout the inspection, staff rapport with the inmates was generally positive. Inmates openly praised various staff multiple times. No concerns were relayed to CIIC regarding the staff, which is unusual.

Programming and Reentry Initiatives

Staff explained that they collaborate heavily with the Ohio Ex-Offender Reentry Coalition of Northwest Ohio, which is funded by the institution and located in the downtown Toledo area. They relayed that the Reentry Coalition will begin working with inmates six months before their release in an effort to prepare them for their reintegration back into society. In addition, ToCI staff mentioned that they have a partnership with the University of Toledo. They stated that they have a program called “Inside Out,” which pairs 16 inmates with 16 students. The students and inmates have class together and discuss various topics and issues associated with criminal justice. Staff also mentioned that they have students from the University of Toledo who are reviewing inmates’ records and evaluating opportunities for expungement. It was further commented that they work closely with citizen circles.

When asked about other reentry programs staff relayed that they have two vocational computer programs (Automated Office Technology and Computer Repair), a maintenance apprenticeship (boiler and electrician), a food service cooking apprenticeship, a cabling program, a dog apprenticeship, as well as many others. Staff relayed that they recently graduated six to seven inmates from the dog program.

Employee Education

Staff stated that they have the “most degreed staff” in the DRC. It was also relayed that employees may participate in furthering their education with tuition reimbursement. Union employees have the opportunity to have their educational expenses paid up front.

Specialized Units

40 and Over Pod: The B Three East 40 and over pod is a special unit for inmates over the age of 40 and was a highlight to the institution. Considering that many older inmates have issues with younger inmates, the violent nature of younger inmates, as well as a growing youth population in the adult system, specialized units such as these remain very beneficial to institutional operations. The unit provides a more secure, relaxed environment for older inmates and likely reduces violence or victimization.

Merit Pod: The D One North merit pod is reserved for those who have maintained good behavior and have stayed out of trouble. The unit is an incentive for inmates to continue their good behavior by offering such privileges as being able to attend all recreation periods and going to chow first. Such units are valuable contributions to the safety and security of the institution, as they offer creative ways to manage the population and promote positive conduct.

SECTION III. CIIC STATUTORY REQUIREMENTS

A. ATTEND A GENERAL MEAL PERIOD

Per Ohio Revised Code Section 103.73, a general meal period was attended on the day of the inspection. The menu consisted of a burger, sliced potatoes, two pieces of white bread, approximately one cup of mixed peas and carrots, approximately one cup of coleslaw; an apple, ketchup, and mustard. The vegetarian option was a veggie burger. CIIC's analysis of the food quality is provided in Section II, Initial Report.

B. ATTEND AN EDUCATIONAL OR REHABILITATIVE PROGRAM

CIIC's statute also requires attendance at an educational or rehabilitative program. A GED class with ten inmates was attended during the inspection. The class was filled with wooden tables with two chairs per table, but only one inmate sat at each table. The teacher stood at the overhead projector. Students worked on correcting sentences with grammar mistakes and answering other general education questions. Two inmates read at the back of the classroom while other inmates took notes and answered the teacher's questions. With the exception of the inmates who were reading, all inmates seemed actively engaged. The classroom walls were covered in positive educational posters.

The educational building had a number of different classrooms and a computer lab. In one classroom, three inmates attended a college level math class while another classroom had nine inmates involved in a college level English class. In general, the education building was very clean with an overall positive atmosphere. An inmate porter was observed cleaning all of the windows during the inspection.

C. EVALUATE THE INMATE GRIEVANCE PROCEDURE

Pursuant to Section 103.73 of the Ohio Revised Code, the CIIC is required to evaluate the inmate grievance procedure at each state correctional institution.

Per DRC Administrative Rule 5120-9-31, inmates may document and report problems or concerns through the use of a three step process known as the Inmate Grievance Procedure (IGP). The first step of the grievance procedure is an Informal Complaint Resolution (ICR), which must be submitted to the supervisor of the staff member who is the direct cause of the complaint. The second step is a Notification of Grievance (NOG), which is filed with the Inspector of Institutional Services (IIS) at the facility. The third and final step is a grievance appeal, which is an appeal to the Chief Inspector at DRC Central Office. Inmates may file original grievances concerning the Warden or the Inspector directly to the Chief Inspector at DRC Central Office.

Staff relayed that inmates would likely express concerns about medical and stated that the majority of grievances are related to medical. However, it was also relayed medical grievances were down since the transition from contract to civil service employees. They mentioned that food is generally not a concern and the only concern regarding food was the amount of time for

MSAP (Mandatory Substance Abuse Program) inmates since they are not allowed commissary privileges and cannot eat between meals. In an effort to combat the issue, staff mentioned that they allowed them to eat first. Staff further relayed that inmates might express concerns regarding the behavior of the younger inmates.

When asked about court ordered collections, staff relayed that the only complaints they hear with respect to mandatory collections relates to inmates not having enough money to send home items that were deemed contraband.

***ToCI Response:** When deducting court order collections ToCI follows policy 24-CAS-06 & 24-CAS-07. Inmates that are found in possession of contraband have the option of sending the property home or destroying it in accordance with AR 5120-09-55. If the inmate does not have funds available to send the item home, according to AR 5120-09-55 we only have to hold that item for 30 days after the inmate has been found guilty of this rule violation. ToCI can not stop or hold court order collections in order for the inmate to send contraband home.*

Grievance data indicates that ToCI received 976 informal complaints and completed 264 grievances from February 2010 through July 2010. Of the 264 completed grievances, 25 were granted, while 220 were denied. The remaining grievances were withdrawn at the inmate's request. The top three categories of completed grievances during this period were **health care (80), property (44), and supervision (27)**. The reason for the high medically related grievances could have resulted from the recent transition from contract to civil service staff. Of the 80 medical-related grievances completed, 10 were granted while 70 were denied. Chart 1 of the appendix provides a breakdown of the health care grievances from February 2010 through July 2010.

The Inspector's Activity Report for the month of July 2010 is provided in Table 5 of the appendix. According to the July 2010 Inspector's report there were 189 grievances filed during the year and 26 grievances filed during the month of July 2010. The report also indicates that there were 169 informal complaints received. Of the 64 grievances completed, 45 were denied, 14 were withdrawn by the inmate, and five were granted. The top three categories with the most grievances were personal property (11), supervision (8), and health care (6).

SECTION IV. KEY STATISTICS

A. USE OF FORCE

The facility reported 106 Use of Force incidents from March 2010 through August 2010. There were 63 incidents involving black inmates, 42 involving white inmates, and one involving an inmate of another race. Table 6 of the appendix provides an explanation of Use of Force and a breakdown of the use of force incidents from March 2010 through August 2010.

To place in context, ToCI had the lowest number of Use of Force incidents recorded from February through July 2010 for all Level 3 institutions. ToCI reported a total of 105 Use of Force incidents. In comparison, Lebanon Correctional Institution reported 387 Use of Force incidents during the same time period.

B. ASSAULTS

According to the “Significant Incident Summary,” which reflects information from August 2009 through July 2010, there were **19 reported inmate on inmate assaults where a weapon was used**. The institution also had 27 inmate on staff assaults where a weapon was used. Of the 27 inmate on staff assaults 23 (85.2 percent) were harassment assaults while the other four (14.8 percent) were physical assaults. Tables 7 and 8 provide a snapshot of the assault data at ToCI from August 2009 through July 2010.

C. SUICIDES AND SUICIDE ATTEMPTS

The DRC reported 42 attempted suicides from January 2010 through August 2010. ToCI reported zero suicides or suicide attempts during this period. Table 9 of the appendix provides a breakdown of suicide attempts per month for each institution.

SECTION V. OPERATIONS

A. MEDICAL SERVICES

The institution is currently transitioning medical, mental health, and recovery services from contract employees to civil servants. Staff reported that the transition is going pretty well, but they are still working on hiring qualified nurses for their four vacant nursing positions. They stated that the quality of medical services has noticeably increased and that the contractor provided very good training.

The dental services area had three patient chairs for dental services and individual work spaces for the dental practitioners. The Medical Services area had three small examination rooms that included a medical examination table and a small work area for the medical practitioner. The Medical Services Director relayed that he had been at ToCI for two weeks. The Acting Health Care Administrator (HCA) explained that they currently have a vacancy for their permanent HCA position. They also have four Registered Nurse (RN) vacancies and one RN 2 vacancy at the time of the inspection. The nurses stated that they did not have any concerns.

According to monthly medical services reports provided by the institution, during the time period of August 2010, nurses performed a total of 407 Sick Calls and Assessments. Doctors performed a total of 744 Sick Calls.

During the same time period, six inmates were sent to a local emergency room; one was sent to OSU. Medical staff treated a total of 18 inmate emergencies on site.

The dentist conducted 263 scheduled appointments and five emergency visits, for a total of 268 appointments.

Specialty care at ToCI includes both podiatry and optometry. A total of 26 inmates were seen by the optometrist. A total of 28 inmates were seen by the podiatrist.

The pharmacy filled a total of 42,410.00 prescriptions during the six month period.

No inmates were tested for tuberculosis during the six month period. There are nine HIV positive inmate is housed at Toledo Correctional Institution.

Table 10 of the appendix provides more information about the medical services at ToCI.

The following are medical-related programs offered at ToCI:

- Family Relations – Help offenders focus on identifying components for healthy family relations and involvement.
- Medical Education – This covers:
 - HIV (No longer a death sentence)

- MRSA (What's crawling under your skin)
- Dental (How fresh is your breath)
- Prostate (Have you had your yearly exam?)
- Allergies (What causes you to sneeze)
- Hypertension and Smoking
- Dehydration and Heat Stroke
- Gallbladder Attacks and Heartburn
- 21 Day Fitness Class (Take one Step)

After all of the education classes, inmates are given a test and receive a certificate of completion

- Health and Wellness Skills – Learn the effects in which you live your current lifestyle. It teaches you the way drugs interact with your body, about sexually transmitted diseases and the outcome of what happens if you catch one. It teaches you about the way you eat, what is good for you and what isn't. The class also helps you cope and manage stress, anger, and self-control and when to ask for help if you need it. Program is 6 weeks long. **Re-Entry Approved.**

B. MENTAL HEALTH SERVICES

Staff relayed that they have approximately 300 inmates on the caseload. The institution has a full time Psychiatrist and Psychologist. When asked about changing DRC's organization chart and putting Mental Health under Reentry, the Psychiatrist said he liked it because it coordinated well with the change in policy regarding reentry of Seriously Mentally Ill (SMI) inmates. SMI inmates are evaluated by the Psychiatrist before they leave the institution and by a doctor in the community within two weeks of leaving the institution to provide continuity of services. Table 11 of the appendix gives a snapshot of the mental health caseload per institution while Table 12 provides information about the number of SMI inmates per institution.

The following are mental health programs offered at ToCI:

- Dual Diagnosis Group – Group counseling once per week and individual counseling when needed. Group runs for 12 weeks. Must be eligible for Mental Health/Recovery Services.
- Cage Your Rage – Focus on understanding of the positive and negative aspects of anger and management tools including: time out; control; understanding body symptoms; anger logs, relations, mediation, rational emotive therapy and self-responsibility. Program is 6 weeks. **Re-Entry Approved.**
- Beyond Anger – Focus is specifically on using the tool of forgiveness in order to free one's self from the part injuries and losses from others. Group is 4 weeks.
- Stress Management – Focus on understanding of the positive and negative aspects of stress and management tools including: nutrition, exercise, relaxation, meditation, rational emotive therapy and self responsibility. Group is 6 weeks.

- Stress Management II – Focus specifically on using the tool of meditation in order to identify basic goodness and one’s responsibility for managing his own thoughts and feelings. Focus is on self control and mastery through practice. Program is ongoing.
- Sleep Management – This is an educational program to teach improved sleep hygiene habits. Program is 6 weeks.
- Long-term Offender – Assist inmates in adjusting to and accommodating the challenges of long term incarceration through structured group discussion in a safe, trusting environment. Program is ongoing.
- Interpersonal Therapy – Discuss topics to treat depressed moods, social dysfunction, etc. And to develop support systems. Must be on the Mental Health Caseload. Program is ongoing.

C. FOOD SERVICES

The inmate dining room consisted of one large room divided in half by a wall of Plexiglas. The room was filled with steel-top tables with four steel-top seats. The Inspector relayed that once inmates choose a seat at a table, they are not allowed to move. Inmates are also prohibited from getting back in line if they forgot something or coming back into the dining hall once they leave. The room appeared very clean despite a puddle of red liquid on the ground near the beverage station.

Inmates filed into the room in a single line, one line on each side of the Plexiglas. They approached a front serving window where an officer handed them their tray already fully loaded with the food. The inmates behind the window who were placing the food onto the tray would have had difficulty seeing who would be receiving the tray. Food service workers wore hairnets while serving the meal.

The kitchen and food preparation area included a locked and gated room that held all the tools. The outline of the tools was marked so that missing tools could be readily seen. Inmates are not allowed in the tool area without supervision. Beyond the tool area was another locked door that reportedly held the dangerous chemicals.

The kitchen included three coolers and one freezer. The ground in all of them was wet, which was reportedly because an inmate had just cleaned, but it was slippery. Food was stacked off of the ground and marked with the date of receipt; however, not all of the dates could be clearly read and the organization of the coolers was not neat. When the staff person walked into the room, he himself moved several of the metal platforms that looked as if they had just been thrown into the cooler.

Similar to the water on the floor in the coolers the floor in the freezer contained icy patches, which presents a safety concern and hazard for those entering the freezer. In the kitchen there was a small pile of unattended debris on the floor, in which a six inch length of wire was spotted by a CIIC member. A concern was raised that materials like these could be fashioned into a

weapon. Although there are many items that could be fashioned into weapons, taking extra precautions to look for and properly dispose of loose items should be considered.

The institution receives supplies once per week for immediate use during that week. It was relayed that there are no problems with the provision of kosher food. The institution reportedly does not spend more during Passover and there is only one inmate at TOCI who requires every meal to be kosher.

***ToCI Response:** On the day of the inspection food the lunch meal was being served and other meals were prepared in the kitchen. The coolers & Freezers' floors had just been mopped and cleaned. The metal racks that were referred to in the above section, had hamburger & fish patties that had just been separated and placed on cooking sheets for the next days meal. The racks had been pushed into the cooler and staff had not had the opportunity to rearrange the racks in the freezer at the time CIIC entered the area. ToCI has a new Freezer door that will be installed to assist with the icy patches that were seen on the freezer floors. The above report makes reference to debris in the cooler, cooler not being organized, some dates on the boxes not able to be clearly read and a unattended wire on the floor in the kitchen. ToCI holds safety and security in high regards and to date none the above issues are present in the ToCI Kitchen.*

1. Inmate Concerns at Lunch

Inmates relayed concerns about staffing levels for medical services. One stated that they have a high turnover of doctors in medical services, alleging that they have a new doctor practically every week and each one prescribes something different.

***ToCI Response:** ToCI has been undergoing a transition since October 2009 from private medical services (CMS) to state medical services. During this transition ToCI has had several doctors and nurse practitioners handling the inmate's medical care. This was necessary until the state positions would be filled. During this transition ToCI has maintained our medical care for inmates within DRC policy. Dr. Ahmed is currently the Medical Director at ToCI and has recently been hired by the State of Ohio.*

Inmates stated that they have concerns regarding the policy that includes an inmate's outdate as a factor when considering admittance into programs. Inmates with imminent outdates will have priority access to the programs. Some inmates relayed that they are in the institution for a long time and want to take advantage of programs, but are told that they have to wait. They stated that they have nothing to do. Another inmate reported that he was part of a volunteer group of inmates that came together to brainstorm ideas to combat inmate idleness. He reported that institutional staff has knocked down every idea.

ToCI Response: *ToCI follows the DRC O2-REN-12 which states the following;*

D. Reentry Program Enrollment

With the exception of statutory requirements, reentry coordinators and facilitators shall work to ensure that inmate enrollment into recommended reentry programs is prioritized in the following order:

- a. Intensive inmates with considerable need and the least amount of time remaining to serve, but long enough to complete the programs;*
- b. Intensive inmates with some need and the least amount of time remaining to serve, but long enough to complete the program;*
- c. Basic inmates with considerable need and the least amount of time remaining to serve, but long enough to complete the program;*
- d. Basic inmates with some need and the least amount of time remaining to serve, but long enough to complete the program.*

ToCI's unit staffing levels were greatly effected by State budget cuts. The institutional Unit Staff decreased from 7 case managers to 4, 4 Unit Managers to 2, 7 Sgts to 4. Due to this change in staffing levels unit staff facilitates the re-entry mandated programs. Other staff has been asked to volunteer their time outside of work hours to facilitate other programs that are ran in the institution. For example; The JCC program is currently being facilitated by a Correctional Officer and this program was started from a suggestion by a general population inmate. Inmates are always encouraged to share their ideas regarding programs within the institution. Additional programs would be considered based on inmate interest and staff availability.

Inmates stated problems with the way the cups are cleaned and maintained that liquids often do not taste right.

ToCI Response: *ToCI has a commercial grade dishwasher that cleans the cups, plates, silver ware etc. The institutional Inspector's office has not received complaints that liquids' do not taste right when using the utensils that are supplied to them.*

D. HOUSING UNITS

Toledo Correction Institution has four housing units: A, B, C, and D. All housing units with the exception of D have six housing pods divided up into three two story wings. Units A, B, and C are single celled and designed to hold 288 inmates broken up into 96 inmates per wing with 48 inmates per pod. D-Block is comprised of two upper level pods which are used for segregation and hold 95 inmates total. D-Block also has two lower level pods used for general population which hold 40 inmates total.

A-Block

Overall, A-Block looked very clean and there appeared to be a very positive relationship between officers and the inmates. Inmates in A-Block were observed in the common area of the pods where there were tables set up for inmates to play chess, card games, etc. Several inmates were also utilizing the pull up/dip racks in the middle of the pod.

An inmate pointed out a bucket that was collecting water dripping from an exposed pipe of an AC unit. He said maintenance staff told them the AC unit had been dripping like that for three years. Another inmate in the same block said that the AC was temperamental and often nonoperational.

***ToCI Response:** Since the inspection ToCI maintenance has repaired the exposed leaking pipe in this unit. The cooling system in the institution has been always been operational throughout the institution.*

Inmates stated that they need antennas for cells along the side that faces the courtyard because cable boxes do not work. They also relayed that commissary prices are too high; they cannot possess adapters, which are permitted at LeCI; they are only given 19 ½ hours per week in the law library, but it is split between the housing blocks, therefore, they are actually only given about an hour and a half, five days per week; and they alleged that A-Block is not given the same recreation time as the other blocks because the staff is always busy with other things. An inmate reported that another inmate was caught with his TV and the other inmate was able to sign for the TV to be destroyed. The inmate admitted he was in the wrong for having loaned it to the second inmate, who was given a conduct report for it, but he did not feel that the second inmate should have had the right to have it destroyed.

***ToCI Response:** ToCI is the newest Institution in the Department and each cell has TV cable ran through the wall for the TV. Upon the conversion to digital TV, ToCI did research by trying different antennas and convertor boxes to allow the inmates to receive more TV channels. Due to the concrete design of the building some antennas worked in only certain areas of the institution. There was a brief time where inmates and their families could purchase convertor boxes in order to receive extra viewing channels. With the current ToCI cable system inmates who have TV's in their cells have access to 7 TV stations, 1 institutional station (for memos, announcements, etc to inmates) and 3 religious service stations (with one those stations completely in Spanish). There are some institution's like LeCI that are older and do allow the inmates to possess different electronics than ToCI. These items have been considered and it has been determined they are not necessary items for this institution or it's security Level.*

ToCI just recently raised the commissary prices for the first time since 2008. The profit that is made from commissary gets placed in the I & E fund which pays for programs, speakers, recreational equipment, etc for the use of the inmates. The commissary list is still affordable and there is only 6 items over the price of \$10.00 (which are certain medicated lotions & electronics).

The ToCI law library operates according to DRC policy 59-LEG-01 in providing the correct amount of hours it is available to the inmates. In addition to the hours specified for each unit, it states in the ToCI handbook that an inmate may request a pass to the Law Library outside his scheduled block hours if needed. This request must be completed through the ToCI Librarian in advance.

ToCI follows AR 5120-09-55 "Contraband" which states the following:

(a) "When appropriate, such items should be returned to their proper locations or to their original owners. However, if the item came into the inmate's possession through a violation of the rules by the original owner, such item may not be returned to the owner, if the original owner is an inmate." CIIC reported that the inmate admitted to be in violation of a rule violation when the TV was taken and the disposition completed by the hearing officer was within policy.

B-Block

B-Block had several empty rooms near the control center and it was relayed that they were previously staff offices. They mentioned that one of the empty rooms in B-Block is used as a satellite shift office.

ToCI Response: At this time the empty offices in the units will not be utilized as a shift satellite office. Those offices have been vacated since the unit staff decreased mentioned in the response regarding programming.

B One South (Protective Control)

Toledo Correctional Institution is one of two state correctional institutions in Ohio that has a PC unit. The other PC unit is located at the Southern Ohio Correctional Facility. The unit windows have an opaque tint (fogged covering) to eliminate visibility into the unit. Two officers are posted in the unit, which was reportedly at capacity with 47 inmates on the day of the inspection. However, the unit had several empty cells behind a glass enclosure on the bottom range. It was relayed that these cells are not included in the unit capacity count, but they have plans of using them in the future for PC inmates who are 4B status. Two PC inmates were observed patching and making repairs to officers' uniforms.

The unit contains three washers and three dryers, a microwave, and an ice machine, a foosball table, a small library, a room containing one computer equipped with Westlaw, and a few rooms for support services such as medical, mental health, and other staff members to conduct services. Outdoor recreational activities include basketball, handball, as well as dip and pull up bars. Staff also communicated that the PC inmates are taken to the main general population recreation from 3:15 p.m. to 4:15 p.m. while the GP inmates are locked down for 4:00 p.m. count. The CIIC memo was posted on the bulletin board in the unit. The showers in the unit were fairly clean with minor soap scum and residue.

Inmate Communication B One South (Protective Control)

A few inmates relayed concerns about holes in their shoes from the handball court. They relayed that when they constructed the court the concrete was not finished properly and a rough texture now exists, which wears down the soles of their shoes quickly. Staff commented that maintenance staff has already looked into it and they have plans to sand it down to reduce the effect of the concrete on the inmate shoes, but the determining factor remains the available money. The project would likely take approximately two weeks.

ToCI Response: At this time the issue is being evaluated to determine the best way to solve the problem.

B One East (General Population)

B One East is a General Population housing pod with similar amenities found in the other units. The CIIC memo was posted on the bulletin board in the unit. Staff pointed out that they have available handicap cells in the unit, which are larger in design to allow room for wheelchairs. The shower floor in B One East was in poor condition and is in need of attention. Staff explained the flooring in the shower is scheduled to be resealed as they are in the process of refurbishing some of the showers. A few of the cells in the unit had pictures or other objects posted on the cell door windows, which is a violation of the rules as it obstructs visibility into the cells. Staff stated that officers are supposed to address these matters during rounds.

ToCI Response: ToCI will be replacing the caulk inside the showers, painting the walls and painting the floors in all units. Staff and inmates have been advised the proper cleaning procedures to ensure the showers are kept in good condition.

Unit officers are expected to enforce the rules of the institution in every unit. It is against ToCI unit rules for inmates to cover their cell windows.

The interior condition of the cells was fairly clean and staff stated that they do weekly inspection of the cells. The toilets and sinks in the unit were made of porcelain instead of the stainless steel found in other areas. Staff relayed that porcelain costs less than stainless steel and relayed they have only had a few occurrences of damages done to the facilities. One inmate inquired into the use of bleach for cleaning and stated that they do not get any bleach.

ToCI Response: The procedure for obtaining bleach for the units was explained in the critical concerns CIIC report.

B Three East (40 and over pod)

The B Three East pod is reserved for inmates over the age of 40. While walking through the unit inmates were engaged in several recreational activities such as watching television or playing cards. The CIIC memo was posted on the bulletin board and the pod had similar facilities as described in other housing areas. The shower area was in good condition and the floor appeared to be recently resealed. One cell in particular had markings on the cell window and, when asked about damages, staff stated that they have a cell inspection form, which is used to ensure accountability.

E. SEGREGATION

The segregation count on the day of the inspection was 98 with 32 inmates under Local Control (LC) status, 26 inmates in Security Control (SC), 20 inmates under Disciplinary Control (DC), and 20 under SC investigation who have not been charged. A few of the segregation inmates were out to court or on medical roundtrips. Most inmates were single-celled, but some were double-celled. Although the ranges were marked “SC,” “DC,” etc., staff relayed that inmates were actually mixed regardless of type of Control. Staff pointed out that they placed a phone in the RIB holding cage for inmates, which has increased the efficiency as staff no longer have to supervise or escort inmates for their phone privileges. Upon asking the inmates if they had all their hygiene and received their recreation, they all said yes.

The condition of segregation remained consistent in terms of cleanliness to the rest of the institution with the exception of the D Four unit. The D Four unit had food on the floor and stairs in several areas. Staff called the porter and supervised him while he cleaned the unit. They utilize general population inmates to clean the segregation pods and stressed that they are closely supervised.

ToCI Response: General population inmates that are currently housed in segregation are utilized to clean the units in segregation. General population inmates not housed in segregation are not permitted in segregation at any time. When segregation meals are prepared food service inmates make the trays and are directly supervised by a food service coordinator.

The segregation units have secured shower cells that can be locked when inmates are using them and indoor recreation cages. Staff stated that they only permit two inmates in the recreation cages at one time. The institution also has eight outdoor recreation cages each equipped with a pull up/dip rack. In addition, the segregation area is equipped with two safe cells for inmates who are on suicide watch as well as two strong cells with reinforced doors and cages over light fixtures and windows for inmates who are destructive and damage cells.

Regarding the inmate concerns about segregation, as stated in the initial report, it is not against Administrative Rules or policies to place inmates in segregation without a ticket while they are under investigation and staff are not obligated to share any information at all with the inmates as to why they received placement in segregation. However, inmates were clearly upset and angered by the practice.

ToCI Response: This concern was addressed in the critical concerns report prepared by CIIC.

Inmate Communication: Segregation

A few inmates were concerned about the temperature and alleged that they have had the heat on the entire summer as an added punishment for inmates in segregation. However, the temperature in the unit on the day of the inspection was comfortable and when placing a hand over the vent the air felt cool. Staff provided a sheet with recorded temperatures from various locations in the unit, which reported an average temperature of 77.1 degrees.

ToCI Response:
October Segregation Temperatures

<i>Unit</i>	<i>Average Temperature</i>
<i>D unit North</i>	<i>75.7</i>
<i>D unit East</i>	<i>72.4</i>
<i>D unit South</i>	<i>72.7</i>
<i>D unit West</i>	<i>73</i>
<i>Total Average for all units: 73.4</i>	

August Segregation Temperatures

<i>Unit</i>	<i>Average Temperature</i>
<i>D unit North</i>	<i>77</i>
<i>D unit East</i>	<i>77.1</i>
<i>D unit South</i>	<i>76.9</i>
<i>D unit West</i>	<i>77.1</i>
<i>Total Average for all units: 77</i>	

July Segregation Temperatures

<i>Unit</i>	<i>Average Temperature</i>
<i>D unit North</i>	<i>77.6</i>
<i>D unit East</i>	<i>75</i>
<i>D unit South</i>	<i>77.1</i>
<i>D unit West</i>	<i>77.3</i>
<i>Total Average for all units: 76.7</i>	

The temperature in segregation is kept with the policy guidelines set forth by Governor Strickland. ToCI has never used heating in the summer for added punishment to inmates housed in segregation.

F. MINIMUM CAMP

The minimum camp, which is adjacent to the main compound, serves level one security inmates. The camp is a dormitory facility divided into two sides (East and West). The count on the day of the inspection was 178 with 110 inmates in the West dorm and 68 in the East dorm.

The entry officer was efficient and adhered to all security precautions during the security screening. Staff later mentioned that that entry officer is responsible for processing visitors and staff entering the camp as well as handling phone reservations for visitation. The visiting room is immediately to the right upon entering the institution and the camp has a small inmate dining room, a commissary area, and library down the hall from the entrance. The dormitory area has a laundry room, two dayrooms for indoor recreation with small exercise machines, a television, and a pool table. The outside recreational area was observed which had a volleyball court, a

basketball court, and pull up/dip racks. Staff stated they recently put in the track that was around the perimeter of the recreation area.

The East dorm is single bunked and has cubicle style walls, while the West dorm is double bunked without cubicle style walls. Staff relayed that it is a privilege to be in the East dorm for these reasons. The minimum camp bathroom, which is shared by both the East and West dorm, was in good condition and contained no observable maintenance issues. During the inspection most of the inmates were in their bunk area sleeping or passing the time with mundane activities. A few were observed engaging in recreational activities in the dayroom and on the outside recreation area.

G. COMMISSARY

The commissary area was also included during the inspection. To order commissary items, the inmates must proceed to the commissary area and turn in their commissary sheet, which is a form indicating items they wish to purchase. From there an inmate worker will fill the order, charge the inmate account, and give the items to the inmate at the end of a single file line. Inmates are permitted to spend up to \$60 per week at the commissary and the profits are placed in the institution's I and E funds, which are reinvested back into the institution.

The commissary inventory was neatly, organized, stacked, and labeled. The inmate worker was busily and quietly putting together the orders. Staff relayed that they currently do not have any pest/rodent concerns and explained they have a monthly inspection by an outside extermination company that provides the checks.

Several inmates during the inspection complained about the change in policy for the commissary, which allows ToCI to now destroy commissary items an inmate possesses when they go to segregation. In the past, the institution would store up to 14 days of commissary when the inmate went to segregation, but now all property has to fit in a 2.4 cubic foot box. The commissary items are put in last and any that do not fit will be destroyed. The inmate does not have the opportunity to send it home. The reported reason was due to concerns regarding pests and space issues.

ToCI Response: *When an inmate is placed in segregation ToCI's current policy states the following:*

3. Commissary/Sundry Food Items: *All food items are included within the 2.4 requirement. Any food items that do not fit within the 2.4, are opened or expired, shall be considered contraband and disposed of as such. Open/expired food items are not permitted to be sent out of the institution for food safety reasons and must be destroyed.*

A few inmates maintained that the commissary prices are too high and reported that a Tupperware container costs \$7.25. They also relayed concerns about the fact that state pay has remained stagnate throughout the years, but commissary prices have increased. They declared that inmates who only receive state pay cannot afford to purchase necessary items.

ToCI Response: *ToCI does not charge inmates \$7.25 for Tupperware, please see the list below and prices of the Tupperware items. Commissary prices were increased this year which was the first time prices have been increased since 2008. There are 6 items sold in commissary over \$10.00 (medicated lotion & electronics).*

Commissary Tupperware	
<i>1.7 qt</i>	<i>\$3.57</i>
<i>Chug Jug</i>	<i>\$2.15</i>
<i>2.5 q Bowl</i>	<i>\$4.81</i>
<i>Cereal Bowl</i>	<i>\$.62</i>
<i>Tumbler w/lid</i>	<i>\$.56</i>
<i>Utensil Set</i>	<i>\$.22</i>

H. RECREATION

The inside recreation area included a large gymnasium with a basketball court. Picnic tables, exercise machines, and bleachers surrounded the perimeter of the court. Various inmates were sitting at the table’s playing cards while others were exercising. A small music room contained three inmates who were busy playing music. Inmates reported that they did not have adequate exercise equipment and so they improvised by using steps as a push-up “machine” and by using a bag full of balls as a weight to lift.

ToCI Response: *ToCI follows the DRC policy 77-REC-04 regarding weight lifting within the institution are the equipment provided is managed according to policy.*

The outside recreation area included a handball court, two half basketball courts, a full sized basketball court, a baseball field, horseshoes, and a walking track. Some inmates were simply sitting/standing around the outside perimeter. One officer was posted in the outside recreation area and was equipped with a large bottle of OC spray. Staff relayed that the rules had recently been changed so that inmates could take off their shirts while they were outside. It was also relayed that they no longer have a recreation director due to the budget cuts.

ToCI Response: *Recreational Administrator position was eliminated during the budget cuts in 2008. Currently the General Activity Therapist position is vacant and applications are currently being reviewed for selection.*

The following are a few of the recreation programs offered at ToCI:

- Arts and Crafts – This program provides time, opportunity and space for offenders to learn and improve their skills in selected types of artistry. Produced items are sold for profit or donated to non-profit organizations.
- Music Appreciation – This program allows offenders the space and time to develop and broaden their interest and skill in music. Each offender participates in music theory classes.

SECTION VI. PROGRAMS

A. EDUCATIONAL/VOCATIONAL PROGRAMMING

According to the August 2010 monthly reports there were no inmates enrolled in the Literacy program. The monthly report indicated that there were 25 inmates enrolled in the ABLE (Adult Basic and Literacy Education), 30 inmates enrolled in the Pre-GED program, and 48 inmates enrolled in the GED program.

A total of 17 students were enrolled in the Automated Office Technology career tech program and 18 students in the electronics/computer repair program. For a full breakdown of inmate enrollment in educational and vocational programs for August 2010, see Table 13 of the appendix. The following is a list of educational and vocational programs offered at ToCI:

- ABE/PRE-GED/GED – See Glossary. **Re-Entry Approved.**
- Transitional Education Program (TEP) – See Glossary. **Re-Entry Approved.**
- Advanced Job Training – Inmates take college courses from Owens Community College. **Re-Entry Approved.**
- Electronics/Computer Repair – Learn to repair computer hardware and software. Program is 500 hours. **Re-Entry Approved.**
- Administrative Office Technology (AOT) – Learn how to use the Microsoft Office Software. Program is 500 hours. **Re-Entry Approved.**
- Fiber Optic-Based and Copper-Based Systems – Hands-on courses designed to provide students with the skills necessary to secure positions as “Entry Level Network Technicians.” After successfully completing, students will possess the skills necessary to secure positions in terminating, testing, troubleshooting, and installing fiber optic and copper cabling.
- Animal Trainer Apprenticeship Program – Inmates learn the skills needed to become an Animal Trainer Apprentice. Program is 4,000 hours. **Re-Entry Approved.**
- PUPPS Program – Inmates train puppies to become assistance dogs for the handicapped, through Assistance Dogs of America, Inc. (ADAI). This program is ongoing.

B. REENTRY/UNIT PROGRAMS

Staff commented that a previous Warden began many of their reentry initiatives such as Key Entry Focus (KEF), connections with the University of Toledo, the Reentry Coalition, and the Ridge program. The Ridge program is designed to promote positive family and marital relations. Staff explained that they recently provided inmates who graduated from the Ridge program the opportunity to participate in a bike giveaway. In addition, staff mentioned that the records

manager goes over the inmates' rights as they are checking out of the institution and that they have a specific person who notifies them of their voting rights.

The following is a list of reentry program initiatives offered at ToCI:

- Re-entry Coalition of Northwest Ohio – The Re-entry Coalition of Northwest Ohio is about everyone working together for safer communities.
 - Offering Mentoring – Called Community Partners in Re-Entry (CPR) – This is an evidence based practice aimed at reducing recidivism and transitioning inmates back to their communities.
 - Offering “Going Home to Stay Meetings” for ex-offenders and their families
 - Offering Re-entry Workshops
 - Addressing Legal Barriers
- Treatment Alternatives to Street Crime (TASC) – Lucas County Returning Home Project was implemented by Lucas County TASC and works with the local UMADAOP (Urban Minority Alcoholism & Drug Abuse Outreach Program) agency to provide services like:
 - Family case management and advocacy
 - Individual and family mentoring
 - Strengthening Families/Thinking for a Change Curriculum
 - Family Circles
 - Family Focused Intervention
 - Referrals to local resources – Housing linkages, Going Home to Stay
 - Assistance in maintaining family wellness, mental health and recovery
 - Assistance taking care of your family inside and outside of ToCI
 - Preparing inmates to become productive members of their communities
 - Re-establishing relationships and bonds with parenting partners and their children
 - Getting the families the help they need by working with inmates, parenting partners, and children on their present and future goals.
- The Ridge Project – This is a Faith Based Non-Profit organization that offers a marriage and family strengthening project developed specifically to address the unique obstacles families face when one partner is incarcerated for more than six months. They will work with both parents to not only ensure healthy marriages and strong families but also to ensure successful reentry of the inmate, stop incarceration within family of inmates reduced recidivism for ex-offenders and reduce negative behaviors among children of inmates.
- Ohio Benefits Bank (OBB) – The OBB is offered through a public-private partnership between the Governor’s Office of Faith-Based and Community Initiatives, the Ohio Association of Second Harvest Food banks and more than 900 faith-based, nonprofit, governmental and private-sector partners. Ohioans can also check potential eligibility for other work support benefits such as health care coverage, home energy assistance, child care subsidies, and food stamps.

- Social Security Benefits – Ohio Rehabilitation Services Commission – RSC is the state agency that serves Ohioans with disabilities to achieve quality employment, independence and Social Security disability determination outcomes through its Bureau of Vocational Rehabilitation (BVR), Bureau of Services for the Visually Impaired (BSVI) and Bureau of Disability Determination (BDD). By working with partners across business, government, educational and non-profit sectors, RSC vocational rehabilitation team guides youths with disabilities regarding career preparation; works with people who acquire disabilities mid-career; and advise companies about disability management and workplace solutions, which allows them to recruit talented professionals and retain valuable employees. BDD adjudicates claims for Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI).
- Ohio Jobs and Family Services – In today’s difficult economic climate, the pressures on families are greater than ever. To help Ohio’s families find solutions to their temporary challenges, the Ohio Department of Job and Family Services offers a wide range of assistance. This includes unemployment compensation, health care, cash assistance, food assistance, child care, child support enforcement and administration, and employment and training assistance.
- The Source – At The Source, experience staff can also help you connect with resources that can help you keep your job. Those supportive services include: Clothing, Counseling, Food, Housing, Medical Coverage, Transportation.
- Inside Out Dads – Inmates will improve their skills relating to the following deficit areas: Accepting personal responsibility for crime and its effect on family; Discipline effectively and preventing violence; balancing familial responsibilities effectively. **Re-Entry Approved.**
- Money Smart – This program offers offenders in need of assistance in developing skills to budget their income and provide for day to day living. This program is 10 weeks. **Re-Entry Approved.**
- Victim Awareness – Focuses on the effect various crimes have on victim. The class uses written exercises and victim impact panels to bring the offender face-to-face with not just a crime, but a person directly affected by the crime. The class does not focus on the victimization of the offender, but instead, on persons victimized by crimes committed by the offender. This is 12-14 week program. **Re-Entry Approved.**
- Thinking for a Change – Thinking for a Change is an integrated, cognitive behavior change program for offenders that include cognitive restructuring, social skills development, and development of problem solving skills. **Re-Entry Approved.**
- Strengthening Families – The Strengthening Families Program is a parenting and family strengthening program for high-risk families. SFP is an evidence-based family skills training program found to significantly reduce problem behaviors, delinquency, and alcohol and drug abuse in children and to improve social competencies and school performance. Child

maltreatment also decreases as parents strengthen bonds with their children and learn more effective parenting skills.

C. RECOVERY SERVICES

Recovery services programs are implemented to assist inmates with substance abuse problems. The following is a list of recovery service programs offered at ToCI:

- Intensive Out-Patient/Cognitive Behavioral Therapy (IOP/CBT) – Provide participants a solid foundation from which to launch a sustained recovery program; provide participants an experiential group milieu in order to confront and correct negative thinking patterns; provide participants the opportunity to learn and practice skills conducive of maintaining change. 13 weeks. **Re-Entry Approved.**
- Continuing Care – Provide participants with continued support and information regarding lifestyle change through attendance at 12-Step meetings and participation in individual sessions. Must complete IOP/CBT. Program is ongoing. **Re-Entry Approved.**
- Voluntary Drug/Alcohol Education – Provide participants with basic information regarding alcohol and drug use, abuse, and dependence. Group runs for 5 weeks.
- 12 Step/Big Book Study Group – In depth study and the AA Big Book and 12-Step Recovery Need for substance abuse. Program is ongoing.
- Alcoholics Anonymous (AA) – Follows traditional format for 12-Step meetings need for substance abuse and group is ongoing.
- Narcotics Anonymous (NA) – Follows traditional format for 12-Step meetings need for substance abuse and group is ongoing.
- Alanon – Group address experiences and how to deal with loved ones addictions.

D. RELIGIOUS PROGRAMS

The following is a schedule of the religious services offered at ToCI as well as a description of the Kairos Prison Ministry International Inc., the only religious program described in the ToCI programming overview. “Main” indicates services offered at the main compound and “camp” identifies the services offered at the minimum camp.

Sundays:	8:00am – 10:00am (Main) Protestant Worship
	8:00am – 10:00am (Camp) Protestant Volunteer Service
	12:30pm – 1:30pm (Camp) Church of Christ
1st, 3rd, 4th, & 5th	1:00pm – 3:30pm (Main) Protestant Volunteer Service
2nd	1:00pm – 3:30pm (Main) Kairos Reunion
Mondays:	8:30am – 10:30am (Main) Evangelism Explosion
	1:00pm – 3:30pm (Main) Chapel Music Preparation

Tuesdays:	8:30am – 10:30am (Main) Chapel Music Preparation 9:00am – 10:30am (Camp) Catholic Mass & Study 1:00pm – 3:30pm (Main) Bible Study 7:00pm – 8:30pm (Camp) Bible Study
Wednesdays:	8:30am – 10:30am (Main) Jehovah Witness Study 1:30pm – 3:30pm (Main) Catholic Mass & Study
Monthly (PC)	2:30pm – 3:30pm (Main) Catholic Mass
Thursdays:	8:30am – 10:30am (Main) Islamic Study 9:30am – 10:30am (PC) Bible Study 8:30am – 10:30am (Camp) Jehovah Witness Study 1:00pm – 3:30pm (Main) Islamic Study 1:00pm – 3:30pm (Main) Kaiors S/P
Fridays:	1:00pm – 3:30pm (Main) Islamic Jummah 7:00pm – 8:30pm(Camp) St. James CoGIC
Saturdays: 1st	1:00pm – 3:30pm (Camp) Islamic Study 6:00pm – 8:30pm (Camp) Hope Baptist

- Kairos Prison Ministry International Inc. – The parent organization of the body of ministries addressing the spiritual needs of incarcerated men, women, and children, to their families and to those who work in the prison environment.

E. LIBRARY SERVICES

The library was closed to inmates at the time of inspection. The library included “Star Trek” and “Reentry” sections. Staff relayed that the Librarian is in the process of updating the Hispanic section and reportedly contacted a book dealer to purchase Spanish language books. The library did not have an African-American section. Staff relayed that books are purchased through I and E funds and each unit has its own satellite library in a locked closet that is available to the inmates. There are five to six inmate workers in the main library, two inmate workers for the law library, adjacent to the main library, and one inmate worker for each unit satellite library. The library at the minimum camp has three to four inmate workers. Book repairs are part of inmate workers’ jobs, of which all share the responsibility. Table 14 of the appendix is a library schedule for August 2010.

ToCI Response: *The Institutional Library is closed on Sunday & Monday weekly to allow the ToCI Librarian a 40 hr work week. Therefore, she was not present for this inspection to clarify concerns that were presented at that time. The Librarian was consulted about these concerns and the following information was gathered. The ToCI Library has the following specified categories; African American, Spanish, Large Print, Easy Read, Reentry and Reference. CIIC reported above that ToCI did not have an African American section and in fact ToCI has 394 books between the two African American sections. There have been 13 new African American books ordered last week and the Librarian is complying a list of popular African American authors that can be used through Inter-Library Loan. The average monthly request for Inter-Library Loans a month is between 150-180 titles.*

SECTION VII. CIIC CONTACTS AND CONCERNS

The Correctional Institution Inspection Committee (CIIC) receives communication regarding inmates and institutions from the inmates themselves, as well as interested persons on the inmates' behalf. CIIC also receives communication regarding the institutions from staff. From January 1, 2009 through August 16, 2010, CIIC received 3,776 contacts. CIIC received 167 (4.42 percent) contacts from or regarding inmates at Toledo CI, of which 830 concerns were reported.

ToCI had the seventh highest amount of contacts in comparison to all the institution, and the third highest amount of contacts of the six institutions that primarily hold Level 3 inmates. At the same time, ToCI has the second lowest population of the top 15 institutions.

The top five concerns reported to CIIC regarding ToCI were: Staff Accountability, Supervision, Health Care, Inmate Grievance Procedure, and Non-Grievable. Tables 15, 16, and 17 of the appendix provide further information about the concerns relayed to CIIC.

ToCI Response: *ToCI works closely with CIIC and investigates each concern completely and accurately. Majority of the CIIC inquiries that are received, the inmate has already followed the grievance procedure and the complaint has been addressed. ToCI will continue to review each CIIC inquiry seriously and provide a response within a timely manner.*

SECTION VIII. APPENDIX

Table 1. Prison Rated Capacity September 20, 2010			
Prison	Rated Capacity	Population Count, September 20, 2010	Percent of Capacity
Lorain CI Reception	756	1,911	254
Lebanon CI	1,481	2,785	188
Warren CI	807	1,410	175
Chillicothe CI	1,673	2,855	171
Ohio Ref for Women	1,641	2,708	165
Mansfield CI	1,536	2,498	163
Corr Reception Center	900	1,458	162
Hocking CF	298	481	161
Ross CI	1,643	2,615	159
Allen CI	844	1,346	159
Grafton CI	939	1,472	157
Trumbull CI	902	1,382	153
Belmont CI	1,855	2,733	147
Marion CI	1,666	2,299	138
Richland CI	1,855	2,500	135
Noble CI	1,855	2,420	130
North Central CI	1,855	2,274	123
Southeastern CI	1,358	1,548	114
London CI	2,290	2,500	109
Madison CI	2,167	2,310	107
North Coast Corr TF	660	684	104
Oakwood CF	191	198	104
Dayton CI	482	483	100
Lake Erie CI	1,498	1,494	100
Toledo CI	1,192	1,147	96
Franklin PRC	480	461	96
Southern Ohio CF	1,540	1,439	93
Montg. Educ PRC	352	296	84
Northeast PRC	640	577	90
Pickaway CI	2,465	2,125	86
Ohio State Penitentiary	684	551	81
Corr Medical Center	210	127	60
TOTAL	38,715	51,036	100%

Table 2. Top Ten Security Threat Groups August 16, 2010	
Security Threat Group	Number of Inmates
Aryan Brotherhood	34
Folks/Gangster Disciple	29
Crip/Gear Gangster	21
Bloods	20
Crip	20
White Supremacist	18
People/Latin Kings	14
Heartless Felons (DYS Marion)	12
Bloods/33 Stickney	8
Folks	7
Total	183

Table 3. ToCI Staff Population Breakdown September 1, 2010	
Total Staff	361
Total Male Staff	233
White	163
Black	54
Other	16
Male Unknown Race	0
Total Female Staff	128
White	76
Black	43
Other	8
Female Unknown Race	1
Total CO	245
Total Male CO	176
White	129
Black	37
Other	10
Male CO Unknown Race	0
Total Female CO	69
White	37
Black	28
Other	4
Female CO Unknown Race	0

**Table 4.
ToCI Staff Vacancies
January 2010**

Vacant Positions	
1. Warden's Assistant	30. Food Service Coordinator
2. Recreational Managing Officer	31. Special Services Administrative Assistant
3. Account Clerk	32. Special Services Administrative Assistant
4. Account Clerk	33. HIT
5. Human Capital Management Analyst	34. HIT
6. General Activity Therapist	35. HIT
7. Correctional Program Specialist	36. Dietician Tech
8. Correctional Program Specialist	37. Nurse Supervisor
9. Correctional Specialist Secretary	38. Registered Nurse
10. Major	39. Registered Nurse
11. Correctional Counselor	40. Registered Nurse
12. Corrections Officer	41. Registered Nurse
13. Corrections Officer	42. Registered Nurse
14. Corrections Officer	43. Registered Nurse
15. Corrections Officer	44. Registered Nurse
16. Corrections Officer	45. Registered Nurse
17. Corrections Officer	46. Registered Nurse
18. Corrections Officer	47. Registered Nurse
19. Corrections Officer	48. Registered Nurse
20. Corrections Officer	49. Licensed Practical Nurse
21. Corrections Officer	50. Licensed Practical Nurse
22. Corrections Officer	51. Licensed Practical Nurse
23. Corrections Officer	52. Phlebotomist
24. Corrections Officer	53. Mental Health Administrator
25. Corrections Officer	54. Mental Health Secretary
26. Corrections Officer	55. Psych Supervisor
27. Corrections Officer	56. Psych Assistant
28. Teacher (ABE, GED)	57. Psych Nurse
29. Food Service Coordinator	58. Psych Nurse

Chart 1.
Health Care Grievances
February 2010 through July 2010

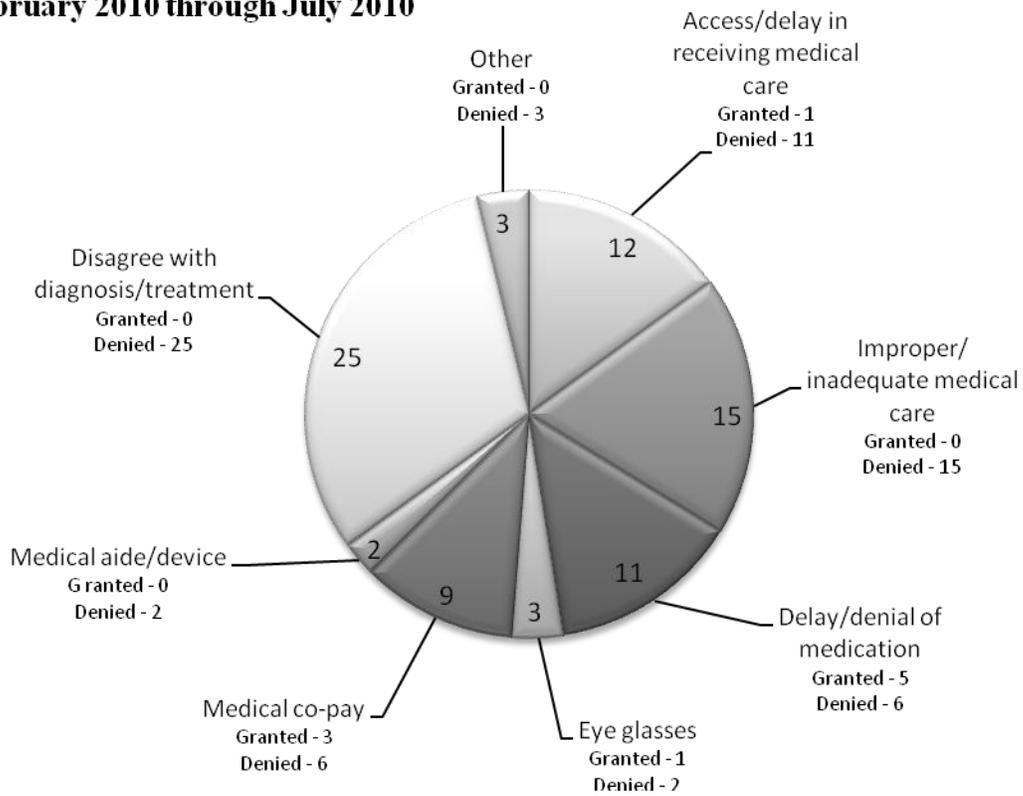


Table 5. Inspector's Report July 2010				
Grievance Numbers				
Total Number of Grievances Filed During Year	189			
Total Number of Inmates Who Filed Grievances During Year	101			
Highest Number of Grievances Filed by Single Inmate	17			
Grievances on Hand at Beginning of This Period	54			
Grievances Received during this period	26			
Total	80			
Grievances Completed During This Period	64			
Grievances on Hand at End of This Period	16			
Total	80			
ICR Summary				
Number of Informal Complaints Received	169			
Number of Informal Complaint Responses Received	145			
Number of Informal Complaint Responses Untimely	51			
Granted				
	W	B	O	Total
Granted – Problem Corrected	2	1	0	3
Granted – Problem Noted, Correction Pending	1	1	0	2
Granted – Problem Noted, Report/Recommendation to the Warden	0	0	0	0
Subtotal Granted	3	2	0	5
Denied				
Denied – Insufficient Evidence to Support Claim	5	14	0	19
Denied – Staff Action Was Valid Exercise of Discretion	0	0	0	0
Denied – No Violation of Rule, Policy, or Law	9	5	0	14
Denied – Not within the Scope of the Grievance Procedure	4	2	0	6
Denied – False Claim	0	1	0	1
Denied – Failure to Use Informal Complaint Procedure	0	3	0	3
Denied – Not within Time Limits	2	0	0	2
Subtotal Denied	20	25	0	45
Withdrawn at Inmate's Request	13	1	0	14
Pending Disposition	3	1	0	4
TOTALS	39	29	0	68
Percent	57.4%	42.6%	0%	100%
Extensions				
14-Day Extensions	2			
28-Day Extensions	0			
Total	2			

Table 6. Use of Force with Racial Breakdown March 2010 to August 2010				
March 2010 to August 2010	Black	White	Other	Total
Use of Force Incidents	63	42	1	106
Percentage	59.4	39.6	0.9	100
Action Taken on Use of Force Incidents:				
Assigned to Use of Force Committee for Investigation	25	20	1	46
Logged as "No Further Action Required"	38	22	0	60
Referred to the employee disciplinary process	0	0	0	0
Referred to the Chief Inspector	0	0	0	0
Number of investigations not completed within 30 days and extended	0	0	0	0
Number of extended investigations from previous month that were:				
Completed	0	2	0	2
Not Completed	9	3	0	12

Staff is authorized to utilize force per DRC Policy 63-UOF-01 and Administrative Rule 5120-9-01, which lists six general circumstances when a staff member may use less than deadly force against an inmate or third person as follows:

1. Self-defense from physical attack or threat of physical harm.
2. Defense of another from physical attack or threat of physical attack.
3. When necessary to control or subdue an inmate who refuses to obey prison rules, regulations, or orders.
4. When necessary to stop an inmate from destroying property or engaging in a riot or other disturbance.
5. Prevention of an escape or apprehension of an escapee.
6. Controlling or subduing an inmate in order to stop or prevent self-inflicted harm.

Administrative Rule 5120-9-02 requires the Deputy Warden of Operations to review the use of force packet prepared on each use of force incident, and to determine if the type and amount of force was appropriate and reasonable for the circumstances, and if administrative rules, policies, and post orders were followed. The Warden reviews the submission and may refer any use of force incident to the two person use of force committee or to the Chief Inspector. The Warden must refer an incident to a use of force committee or the Chief Inspector. The Warden **must** refer an incident to a use of force committee or the Chief Inspector in the following instances:

- Factual circumstances are not described sufficiently.
- The incident involved serious physical harm.
- The incident was a significant disruption to normal operations.
- Weapons, PR-24 strikes or lethal munitions were used.

Table 7.		
Assaults: Inmate on Inmate		
August 2009 to July 2010		
Category of Assault	Number of Assaults	Percentage of Assaults
Physical Assault	19	100
Harassment Assault	0	0
Sexual Assault	0	0
Total	19	100

Table 8.		
Assaults: Inmate on Staff		
August 2009 to July 2010		
Category of Assault	Number of Assaults	Percentage of Assaults
Physical Assault	4	14.8
Harassment Assault	23	85.2
Total	27	100

Table 9.								
Inmate Suicide Attempts								
January 2010 to August 2010								
Institution	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
ACI	0	0	0	0	0	0	0	0
BECI	0	0	0	2	0	2	0	0
CCI	1	0	0	0	0	2	3	0
CMC	0	0	0	0	0	0	0	1
CRC	2	0	0	0	0	2	0	1
DCI	0	0	0	0	0	0	0	0
FPRC	0	0	0	0	1	0	0	0
GCI	0	0	1	0	0	0	0	0
HCF	0	0	0	0	0	0	0	0
LAECI	0	0	0	0	1	0	0	0
LECI	0	0	0	0	0	0	0	0
LOCI	0	0	0	0	0	0	0	0
LORCI	0	0	0	0	0	1	0	0
MACI	0	0	0	1	0	0	0	0
MANCI	0	1	2	0	0	0	0	0
MEPRC	0	0	0	0	0	0	0	0
NCCI	0	0	1	1	1	0	2	0
NCCTF	0	0	0	0	0	0	0	0
NCI	0	0	1	0	0	0	0	0
NEPRC	0	0	0	0	0	0	0	0
OCF	0	0	0	0	0	0	0	0
ORW	0	0	0	0	1	1	1	0
OSP	0	0	1	0	0	0	0	0
PCI	0	0	0	0	0	0	0	0
RCI	1	0	0	1	0	0	0	0
RICI	0	1	0	0	0	0	0	0
SCI	0	0	0	0	0	0	0	0
SOCF	0	0	0	0	0	0	1	0
TCI	0	0	1	0	1	0	0	0
TOCI	0							
WCI	0	0	0	0	1	1	0	0
TOTAL	4	2	7	5	6	9	7	2

Table 10. Medical Services August 2010	
Sick Call	
Nurse Intake Screen	27
Nurse Referrals to Doctor	149
New Intakes Referred to Physician	0
Nurse Sick Call and Assessments	407
Doctor Sick Call	744
Doctor History and Physicals Done	2
Doctor No Shows	34
Emergency Triage	
Sent to local ER	6
Sent to OSU ER	1
Sent from Local to OSU	0
Inmate Emergencies Treated On Site	18
Staff Treated	0
Visitors Treated	0
Infirmary Care	
Bed Days Used for Medical	12
Bed Days Used for Mental	2
Bed Days Used for Security	2
Dental Care	
Scheduled Visits	263
Emergency Visits	5
Total Visits	268
No Shows	9
AMAs	9
Specialty Care On Site	
Optometry	
Consults	26
Inmates Seen	26
Emergencies Seen	0
Hours On Site	8
Podiatry	
Consults	28
Inmates Seen	28
Emergencies Seen	0
Hours On Site	8
OB Gyn	
Consults	0
Inmates Seen	0
Emergencies Seen	0
Hours On Site	0

Pharmacy	
Medical Refills	3,895
Mental Refills	3,025
Medical New Prescriptions	3,613
Mental New Prescriptions	0
Total Prescriptions	10,533
Medical Controlled Prescriptions	141
Mental Controlled Prescriptions	0
Lab Data	
Blood Draws	334
DNA Blood Draws	0
Mental Health Blood Draws	32
EKGs	8
Non CMC X-Rays	43
Infections Disease Data	
Number Inmates Tested for TB	0
Positive PPD Test	0
Staff PPD	0
Inmates Completed INH	0
Inmates Incomplete INH	3
Inmates Refusing INH	0
HIV Positive Inmates	9
Inmate HIV Conversions	0
Deaths	
Deaths Expected	0
Deaths Unexpected	1
Suicides	0
Homicides	0
Deaths at Local Hospital	0
Deaths at OSU	0
Deaths at CMC	0

**Table 11.
Mental Health Caseload by Institution
July 2010**

Institution	Percent of Total Population on Mental Health Caseload	July 12, 2010 Population Count	Number of Inmates on Mental Health Caseload July 2010
Oakwood CF	60.3	194	117
Northeast Pre-Release Cent.	51.8	571	296
Franklin Pre-Release Center	50.7	460	233
Ohio Reformatory for Women	47.8	2649	1266
Southern Ohio CF	33.4	1437	480
Trumbull CI	27.9	1350	377
Toledo CI	26.2	1153	302
Allen CI	24.9	1331	332
Chillicothe CI	24.7	2938	726
Corrections Medical Center	24.6	118	29
Hocking CF	22.9	489	112
Marion CI	20.9	2296	481
Lorain CI	20.7	1801	373
Mansfield CI	20.6	2480	512
Belmont CI	20.4	2658	543
North Central CI	19.3	2236	431
Warren CI	18.2	1381	251
Madison CI	17.1	2292	391
Noble CI	16.9	2414	409
Lebanon CI	16.3	2800	456
North Coast Corr. Treat. Facility	15.9	686	109
Pickaway CI	15.9	2076	331
Richland CI	15.6	2513	392
Correctional Reception Cent.	15.5	1452	225
London CI	15.4	2524	389
Ohio State Penitentiary	15.3	543	83
Southeastern CI	14.8	1616	239
Grafton CI	14.6	1484	217
Ross CI	13.1	2582	339
Lake Erie CI	12.8	1492	191
Dayton CI	1.3	467	6
TOTALS	21.1	50,483	10,638

Table 12. Number of Seriously Mentally Ill July 2010		
Institution	Number of Seriously Mentally Ill	Percent
Ohio Reformatory for Women (Females)	682	14.6
Chillicothe Correctional Institution	389	8.3
Belmont Correctional Institution	232	4.9
Lorain Correctional Institution	231	4.9
Southern Ohio Correctional Facility	226	4.8
Lebanon Correctional Institution	224	4.7
Allen Correctional Institution	204	4.3
Mansfield Correctional Institution	192	4.1
Marion Correctional Institution	171	3.6
Warren Correctional Institution	163	3.5
Madison Correctional Institution	161	3.4
Noble Correctional Institution	154	3.3
Northeast Pre-Release Center (Females)	150	3.2
London Correctional Institution	149	3.2
Grafton Correctional Institution	145	3.1
Correctional Reception Center	142	3.0
Franklin Pre-Release Center (Females)	123	2.6
North Central Correctional Institution	119	2.5
Trumbull Correctional Institution	116	2.5
Pickaway Correctional Institution	108	2.3
Toledo Correctional Institution	102	2.2
Ross Correctional Institution	101	2.2
Richland Correctional Institution	98	2.2
Southeastern Correctional Institution	94	2.0
Oakwood Correctional Facility	94	2.0
Lake Erie Correctional Institution	57	1.2
Hocking Correctional Facility	38	1.0
Corrections Medical Center	16	<1
North Coast Correctional Treatment Facility	8	<1
Ohio State Penitentiary	7	<1
Montgomery Education and Pre-Release Center	0	0
Dayton Correctional Institution	0	0
Total	4,696	100

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Career Enhancement	61	0	87	529	24	24				
					50%	100%	50%	100%	-	-
Apprenticeship					0	0	0	0		
	For Month	< 22	YTD	Waiting List	Program Cert.		1-Year Cert.		2-Year Cert.	
					Term	YTD	Term	YTD	Term	YTD
Advanced Job Training	14	0	14							
	For Month	< 22	YTD	Waiting List	# of Certificates		% Attained Goals			
					Month	YTD	QTR	YTD		
Total GEDs given	0		5							
Total GEDs passed	0		5							
Literacy Tutors	0		0							
Other Tutors	7		9							
Tutors Trained	0		0							
Tutor Hours	405		630							
Children served in Reading Room	107		227							
Narrator Hours	104		209							
Work Keys	0		0							

Table 14.
ToCI library Schedule
August 2010

SUN	MON	TUE	WED	THU	FRI	SAT
1 Housing Unit Libraries 1:00-3:00 p.m.	2 Housing Unit Libraries 8:00-10:00 a.m. 6:00-8:00 p.m.	3 8:00-9:30 a.m. B3-B4 9:30-10:30 a.m. B1-B2 @ 1:00-2:30 p.m. C3-C4 @ 2:30-3:30 p.m. C1-C2 D1-2 come with B1-2, B3-4	4 8:00-9:30 a.m. A3-A4 9:30-10:30 a.m. A1-A2 1:00-2:30 p.m. B1-B2 2:30-3:30 p.m. B3-B4 D1-2 come with B1-2, B3-4	5 1:00-2:30 p.m. C3-C4 2:30-3:30 p.m. C1-C2 *5:30-6:30 p.m. B3-B4 *6:30-7:30 p.m. B1-B2 D1-2 come with B1-2, B3-4	6 8:00-9:30 a.m. C1-C2 9:30-10:30 a.m. C3-C4 1:00-2:30 p.m. A1-A2 2:30-3:30 p.m. A3-A4	7 *1:00-2:30 p.m. A1-A2 *2:30-3:30 p.m. A3-A4 @ 7:30-9:00 a.m. B3-B4 @ 9:00-10:30 a.m. B1-B2 D1-2 come with B1-2, B3-4
8 Housing Unit Libraries 1:00-3:00 p.m.	9 Housing Unit Libraries 8:00-10:00 a.m. 6:00-8:00 p.m.	10 1:00-2:30 p.m. C1-C2 2:30-3:30 p.m. C3-C4 @ 5:30-6:30 p.m. A1-A2 @ 6:30-7:30 p.m. A3-A4	11 8:00-9:30 a.m. B1-B2 9:30-10:30 a.m. B3-B4 1:00-2:30 p.m. C3-C4 2:30-3:30 p.m. C1-C2 D1-2 come with B1-2, B3-4	12 1:00-2:30 p.m. A1-A2 2:30-3:30 p.m. A3-A4 *5:30-6:30 p.m. C1-C2 *6:30-7:30 p.m. C3-C4	13 8:00-9:30 a.m. A3-A4 9:30-10:30 a.m. A1-A2 1:00-2:30 p.m. B3-B4 2:30-3:30 p.m. B1-B2 D1-2 come with B1-2, B3-4	14 *7:30-9:00 a.m. B3-B4 *9:00-10:30 a.m. B1-B2 @ 12:30-2:00 p.m. C3-C4 @ 2:00-3:30 p.m. C1-C2 D1-2 come with B1-2, B3-4
15 Housing Unit Libraries 1:00-3:00 p.m.	16 Housing Unit Libraries 8:00-10:00 a.m. 6:00-8:00 p.m.	17 1:00-2:30 p.m. A1-A2 2:30-3:30 p.m. A3-A4 @ 5:30-6:30 p.m. B1-B2 @ 6:30-7:30 p.m. B3-B4 D1-2 come with B1-2, B3-4	18 8:00-9:30 a.m. C1-C2 9:30-10:30 a.m. C3-C4 1:00-2:30 p.m. A3-A4 2:30-3:30 p.m. A1-A2	19 1:00-2:30 p.m. B1-B2 2:30-3:30 p.m. B3-B4 *5:30-6:30 p.m. A1-A2 *6:30-7:30 p.m. A3-A4 D1-2 come with B1-2, B3-4	20 8:00-9:30 a.m. B3-B4 9:30-10:30 a.m. B1-B2 1:00-2:30 p.m. C3-C4 2:30-3:30 p.m. C1-C2 D1-2 come with B1-2, B3-4	21 *7:30-9:00 a.m. C3-C4 *9:00-10:30 a.m. C1-C2 @ 12:30-2:00 p.m. A3-A4 @ 2:00-3:30 p.m. A1-A2
22 Housing Unit Libraries 1:00-3:00 p.m.	23 Housing Unit Libraries 8:00-10:00 a.m. 6:00-8:00 p.m.	24 1:00-2:30 p.m. B1-B2 2:30-3:30 p.m. B3-B4 @ 5:30-6:30 p.m. C1-C2 @ 6:30-7:30 p.m. C3-C4 D1-2 come with B1-2, B3-4	25 8:00-9:30 a.m. A1-A2 9:30-10:30 a.m. A3-A4 1:00-2:30 p.m. B3-B4 2:30-3:30 p.m. B1-B2 D1-2 come with B1-2, B3-4	26 1:00-2:30 p.m. C1-C2 2:30-3:30 p.m. C3-C4 *5:30-6:30 p.m. B1-B2 *6:30-7:30 p.m. B3-B4 D1-2 come with B1-2, B3-4	27 8:00-9:30 a.m. C3-C4 9:30-10:30 a.m. C1-C2 1:00-2:30 p.m. A3-A4 2:30-3:30 p.m. A1-A2	28 *7:30-9:00 a.m. A3-A4 *9:00-10:30 a.m. A1-A2 @ 12:30-2:00 p.m. B1-B2 @ 2:00-3:30 p.m. B3-B4 D1-2 come with B1-2, B3-4
29 Housing Unit Libraries 1:00-3:00 p.m.	30 Housing Unit Libraries 8:00-10:00 a.m. 6:00-8:00 p.m.	31 1:00-2:30 p.m. C3-C4 2:30-3:30 p.m. C1-C2 @ 5:30-6:30 p.m. A3-A4 @ 6:30-7:30 p.m. A1-A2	Sept. 1 8:00-9:30 a.m. B3-B4 9:30-10:30 a.m. B1-B2 1:00-2:30 p.m. C1-C2 2:30-3:30 p.m. C3-C4 D1-2 come with B1-2, B3-4	Sept. 2 1:00-2:30 p.m. A3-A4 2:30-3:30 p.m. A1-A2 *5:30-6:30 p.m. C3-C4 *6:30-7:30 p.m. C1-C2		

- @ = Law library only
- * = General library only
- Inmates who cannot come to the library during weekdays due to job assignments can come on Tuesday and Thursday evenings, and Saturday by showing work ID and work schedule.
- Schedule for copy, copy cards, and Westlaw copy: 9:00 a.m.; 10:00 a.m.; 1:30 p.m.; 2:20 p.m.; 3:00 p.m.; 6:25-6:35 p.m.
- HUL: Housing Unit Library

Institution	Number of Contacts	Percent
Southern Ohio Correctional Facility	694	18.38
Mansfield Correctional Institution	317	8.40
Chillicothe Correctional Institution	213	5.64
Pickaway Correctional Institution	208	5.51
Marion Correctional Institution	186	4.93
Lebanon Correctional Institution	177	4.69
Toledo Correctional Institution	167	4.42
London Correctional Institution	152	4.03
Madison Correctional Institution	142	3.76
Grafton Correctional Institution	133	3.52
Lake Erie Correctional Institution	111	2.94
Trumbull Correctional Institution	111	2.94
Warren Correctional Institution	110	2.91
Ohio State Penitentiary	109	2.89
Ohio Reformatory for Women	103	2.73
North Central Correctional Institution	96	2.54
Allen Correctional Institution	91	2.41
Ross Correctional Institution	83	2.20
Belmont Correctional Institution	75	1.99
Lorain Correctional Institution	63	1.67
Other (County or Local Jails)	54	1.43
Oakwood Correctional Facility	50	1.32
Richland Correctional Institution	49	1.30
Southeastern Correctional Institution	45	1.19
Noble Correctional Institution	42	1.11
North Coast Correctional Treatment Facility	41	1.09
Northeast Ohio Correctional Center	35	0.93
Hocking Correctional Institution	34	0.90
Correctional Reception Center	33	0.87
Northeast Pre-Release Center	22	0.58
Dayton Correctional Institution	12	0.32
Franklin Pre-release Center	8	0.21
Montgomery Education Pre-release Center	6	0.16
Corrections Medical Center	4	0.11
Total	3,776	100

Table 16. Concerns Regarding ToCI Reported to CIIC January 1, 2009 through August 16, 2010	
Concerns	Number of Concerns
Staff Accountability	131
Supervision	131
Health Care	104
Inmate Grievance Procedure	63
Non-Grievable	56
Institution Assignment	41
Protective Control	37
Special Management Housing	35
Personal Property	32
Inmate Relations	31
Security Classification	21
Force	19
Mail/Package	17
Housing Assignment	15
Legal Services	13
Inmate Account	10
Food Service	9
Recovery Services	7
Visiting	7
Discrimination	6
Safety and Sanitation	6
Job Assignments	6
Commissary	5
Dental Care	4
Recreation	3
Psychological/Psychiatric	3
Educational/Vocational Training	3
Other	3
Religious Services	3
Library	3
Laundry/Quartermaster	2
Records	2
Facilities Maintenance	1
Inmate Groups	1
Telephone	0
Total	830

Table 17.	
Breakdown of top five reported concerns to CIIC regarding ToCI	
January 1, 2009 through August 16, 2010	
Category of Complaint: Staff Accountability	Number of Concerns
Failure to follow policies	51
Failure to perform job duties	39
Failure to respond to communication	27
Access to staff	12
Other	2
Total	131
Category of Complaint: Supervision	
Number of Concerns	
Unprofessional Conduct	32
Retaliation for voicing complaints	20
Harassment	17
Intimidation/threats	14
Retaliation for filing grievance	12
Conduct report for no reason	10
Abusive language	9
Privacy violations	6
Racial or ethnic slurs	5
Retaliation for filing lawsuit	4
Other	2
Total	131
Category of Complaint: Health Care	
Number of Concerns	
Improper/inadequate medical care	33
Access/delay in receiving medical care	21
Disagree with diagnosis/treatment	15
Delay/denial of medication	14
Medical records	6
Medical co-pay	6
Medical restriction	3
Eye glasses	3
Medical aide/device	2
Medical transfer	1
Other	0
Forced medical testing	0
Prosthetic device	0
Total	104
Category of Complaint: Inmate Grievance Procedure	
Number of Concerns	
Inspector	32
Informal Complaint	17
Chief Inspector	12
Other	2
Total	63
Category of Complaint: Non-Grievable	
Number of Concerns	
RIB/Hearing Officer	19
Court	16
APA	10

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Separate appeal process	6
Legislative action	4
Transitional Control	1
Other	0
Total	56

SECTION IX. GLOSSARY OF TERMS

A

- Administrative Assistant (AA) – Staff member who is an assistant to the Warden and typically responsible for reviewing RIB (Rules Infraction Board) decisions and RIB appeals.
- Adult Basic Education (ABE)/Literacy – Literacy classes are for student with reading levels at 226 and below the CASAS. The ABE/Literacy Unit consist of two afternoon sessions. Students attend school approximately 1 ½ hours each day on Monday – Thursday. Students work individually or in small groups with tutors and focus on improving their reading and math skills. All tutors in the ABE/Literacy Unit are certified through a 10 hour training course.

B

- Brunch – Served on weekends as a cost savings initiative.
- Bureau of Classification – Office located at DRC Central Office responsible with the ultimate authority for inmate security levels, placement at institutions, as well as transfers.
- Bureau of Medical Services – Office located at DRC Central Office responsible for direct oversight of medical services at each institution.
- Bureau of Mental Health Services – Office located at DRC Central Office responsible for direct oversight of Mental Health Services at each institution.

C

- Case Manager – Staff member responsible for assisting inmates assigned to their case load and conducting designated core and authorized reentry programs.
- Cellie/Bunkie – An inmate’s cellmate or roommate.
- Chief Inspector – Staff member at DRC Central Office responsible for administering all aspects of the grievance procedure for inmates, rendering dispositions on inmate grievance appeals as well as grievances against the Wardens and/or Inspectors of Institutional Services.
- Classification/Security Level – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
- Close Security – See Level 3
- Computer Voice Stress Analysis (CVSA) – A device, which electronically detects, measures, and charts the stress in a person’s voice following a pre-formatted questionnaire. Used as a truth seeking device for investigations.
- Conduct Report/Ticket – Document issued to inmate for violating a rule.
- Contraband – items possessed by an inmate which, by their nature, use, or intended use, pose a threat to security or safety of inmates, staff or public, or disrupt the orderly operation of the facility. items possessed by an inmate without permission and the location in which these items are discovered is improper; or the quantities in which an allowable item is possessed is prohibited; or the manner or method by which the item is obtained was improper; or an allowable item is possessed by an inmate in an altered form or condition.

D

- Deputy Warden of Operations (DWO) – Staff member at each institution in charge of monitoring the Major, custody staff, the Unit Management Administrator, Unit Managers, Case Managers, and the locksmith. Other areas include count office, mail/visiting, Rules Infraction Board, segregation unit, and recreation. The Deputy Warden of Operations is also responsible for reviewing use of force reports and referring them to a Use of Force Committee when necessary for further investigation.
- Deputy Warden of Special Services (DWSS) – Staff member at each institution in charge of monitoring education, the library, inmate health services, recovery services, mental health services, religious services, Ohio Penal Industries, and food service.
- Disciplinary Control (DC) – The status of an inmate who was found guilty by the Rules Infraction Board and his or her penalty is to serve DC time. An inmate may serve up to 15 days in DC.

F

- Food Service Administrator – An employee within the Office of Administration Services educated in food service management and preparation, to manage DRC food service departments.

G

- GED/PRE-GED – Pre-GED classes are for those who have a reading score between a 227 through 239 on level C or higher of the CASAS test. GED classes are for those who have a reading score of 240 on level C or higher on the CASAS test. Students attend class 1 ½ hours each day, Monday – Thursday. Students study the five subjects measured by the GED. In addition to class work, students are given a homework assignment consisting of a list of vocabulary words to define and writing prompt each week. All GED and Pre-GED tutors are certified through a 10-hour training course.
- General Population (GP) – Inmates not assigned to a specialized housing unit.

H

- Health Care Administrator (HCA) – The health care authority responsible for the administration of medical services within the institution. This registered nurse assesses, directs, plans, coordinates, supervises, and evaluates all medical services delivered at the institutional level. The HCA interfaces with health service providers in the community and state to provide continuity of care.
- Hearing Officer – The person(s) designated by the Managing Officer to conduct an informal hearing with an inmate who received a conduct report.
- Hooch – An alcoholic beverage.

I

- Industrial and Entertainment (I and E) Funds – Funds created and maintained for the entertainment and welfare of the inmates.

- Informal Complaint Resolution (ICR) – The first step of the Inmate Grievance Procedure (IGP). Inmates submit ICRs to the supervisor of the staff member who is the cause of the complaint. Staff members are to respond within seven calendar days. Timeframe may be waived for good cause.
- Inmate Grievance Procedure (IGP) – A three step process whereby inmates may document and report concerns, problems, or issues.
- Inspector of Institutional Services (IIS) – Staff person at the institution in charge of facilitating the inmate grievance procedure, investigating and responding to inmate grievances, conducting regular inspections of institutional services, serving as a liaison between the inmate population and institutional personnel, reviewing and providing input on new or revised institutional policies, procedures and post orders, providing training on the inmate grievance procedure and other relevant topics, and any other duties as assigned by the Warden or Chief Inspector that does not conflict with facilitating the inmate grievance procedure or responding to grievances.
- Institutional Separation – An order wherein two or more inmates are not assigned to general population in the same institution due to a concern for the safety and security of the institution, staff, and/or other inmates.
- Intensive Program Prison (IPP) – Refers to several ninety-day programs, for which certain inmates are eligible, that are characterized by concentrated and rigorous specialized treatment services. An inmate who successfully completes an IPP will have his/her sentence reduced to the amount of time already served and will be released on post-release supervision for an appropriate time period.
- Interstate Compact – The agreement codified in ORC 5149.21 governing the transfer and supervision of adult offenders under the administration of the National Interstate Commission.

K

- Kite – A written form of communication from an inmate to staff.

L

- Local Control (LC) – The status of an inmate who was referred to the Local Control Committee by the Rules Infraction Board. The committee will decide if the inmate has demonstrated a chronic inability to adjust to the general population or if the inmate's presence in the general population is likely to seriously disrupt the orderly operation of the institution. A committee reviews the inmate's status every 30 days for release consideration. The inmate may serve up to 180 days in LC.
- Local Separation – An order wherein two or more inmates are not permitted to be assigned to the same living and/or work area, and are not permitted simultaneous involvement in the same recreational or leisure time activities to ensure they are not in close proximity with one another.

N

- Notification of Grievance (NOG) – The second step of the Inmate Grievance Procedure (IGP). The NOG is filed to the Inspector of Institutional Services and must be responded to within 14 calendar days. Timeframe may be waived for good cause.

M

- Maximum Security – See Level 4
- Medium Security – See Level 2
- Mental Health Caseload – Consists of offenders with a mental health diagnosis who receive treatment by mental health staff and are classified as C-1 (SMI) or C-2 (Non-SMI).
- Minimum Security – See Level 1

O

- Ohio Central School System (OCSS) – The school district chartered by the Ohio Department of Education to provide educational programming to inmates incarcerated within the Ohio Department of Rehabilitation and Correction.
- Ohio Penal Industries (OPI) – A subordinate department of the Department of Rehabilitation and Correction. OPI manufactures goods and services for ODRC and other state agencies.

P

- Parent Institution – The institution where an inmate is assigned to after reception and will be the main institution where the inmate serves his or her time. The parent institution is subject to change due to transfers.
- Protective Control (PC) – A placement for inmates whose personal safety would be at risk in the General Population (GP).

R

- Reentry Accountability Plan (RAP) – Plan for inmates, which includes the static risk assessment, dynamic needs assessment, and program recommendations and participation.
- Residential Treatment Unit (RTU) – The Residential Treatment Unit is a secure, treatment environment that has a structured clinical program. All offenders enter at the Crisis and Assessment Level (Level 1). This level is designed to assess conditions and provide structure for the purpose of gaining clinical information or containing a crisis. The disposition of the assessment can be admission to the treatment levels of the RTU, referral to OCF, or referral back to the parent institution.
- Rules Infraction Board (RIB) – A panel of two staff members who determine guilt or innocence when an inmate receives a conduct report or ticket for disciplinary reasons.

S

- Security Control (SC) – The status of an inmate who is pending a hearing by the Rules Infraction Board for a rule violation, under investigation or pending institutional transfer and needs to be separated from the general population. Inmates may be placed in SC for up to seven days. The seven day period can be extended if additional time is needed.
- Security Level/Classification – System by which inmates are classified based on the following: current age; seriousness of the crime; prior offenses; most recent violence (not including the current offense); gang activity before going to prison; and present and past escape attempts.
 - Level 1A Security (Minimum) – The lowest security level in the classification system. Inmates classed as Level 1 have the most privileges allowed. Inmates in Level 1 who meet criteria specified in DRC Policy 53-CLS-03, Community Release Approval Process, may be eligible to work off the grounds of a correctional

- institution. Level 1A inmates may be housed at a correctional camp with or without a perimeter fence and may work outside the fence under periodic supervision. Level 1A replaces the classification previously known as “Minimum 1 Security.”
- Level 1B Security (Minimum) – The second lowest level in the classification system. Level 1B inmates may be housed at a correctional camp with a perimeter fence and may work outside of the fence under intermittent supervision. However, Level 1B inmates who are sex offenders are not permitted to work or house outside of a perimeter fence. Level 1B inmates may not work off the grounds of the correctional institution. Level 1B replaces the classification previously known as “Minimum 2 Security.”
 - Level 2 Security (Medium) – A security level for inmates who are deemed in need of more supervision than Level 1 inmates, but less than Level 3 inmates. Level 2 replaces the classification previously known as “Medium Security.”
 - Level 3 Security (Close) – This is the security level that is the next degree higher than Level 2, and requires more security/supervision than Level 2, but less than Level 4. Level 3 replaces the classification previously known as “Close Security.”
 - Level 4 Security (Maximum) – This is the security level that is the next degree higher than Level 3, and requires more security/supervision than Level 3, but less than Level 5. It is the security level for inmates whose security classification score at the time of placement indicates a need for very high security. It is also a classification for those who are involved in, but not leading others to commit violent, disruptive, predatory or riotous actions, and/or a threat to the security of the. Level 4 replaces the classification previously known as “Maximum Security.”
 - Level 4A Security (Maximum) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee’s approval, after a review of the inmate’s status in level 4.
 - Level 4B Security (Maximum) – The most restrictive privilege level assigned to an inmate classified into level 4.
 - Level 5 Security (Supermax) – A security level for inmates who commit or lead others to commit violent, disruptive, predatory, riotous actions, or who otherwise pose a serious threat to the security of the institution as set forth in the established Level 5 criteria. Level 5 replaces the classification previously known as “High Maximum Security.”
 - Level 5A Security (Supermax) – A less restrictive privilege level, which inmates may be placed into by the privilege level review committee with the Warden/Designee’s approval, after a review of the inmate’s status in level 5.
 - Level 5B Security (Supermax) – The most restrictive privilege level assigned to an inmate classified into level 5.
 - Security Threat Group (STG) – Groups of inmates such as gangs that pose a threat to the security of the institution.
 - Separation – See Institutional Separation and Local Separation
 - Seriously Mentally Ill (SMI) – Inmates who require extensive mental health treatment.
 - Shank – Sharp object manufactured to be used as a weapon.
 - Special Management Housing Unit (SMHU)/Segregation – Housing unit for those assigned to Security Control, Disciplinary Control, Protective Control, and Local Control.
 - Supermax Security – See Level 5

T

- Telemedicine – A two-way interactive videoconferencing system that allows for visual and limited physical examination of an inmate by a physician specialist while the inmate remains at his/her prison setting and the physician specialist remains at the health care facility. It also includes educational and administrative uses of this technology in the support of health care, such as distance learning, nutrition counseling and administrative videoconferencing.
- Transitional Control – Inmates approved for release up to 180 days prior to the expiration of their prison sentence or release on parole or post release control supervision under closely monitored supervision and confinement in the community, such as a stay in a licensed halfway house or restriction to an approved residence on electronic monitoring in accordance with section 2967.26 of the Ohio Revised Code.
- Transitional Education Program (TEP) – Learn skills to successfully re-enter society. Release dated within 90-180 days.

U

- Unit Management Administrator (UMA) – Staff member responsible for overseeing the roles, responsibilities and processes of unit management staff in a decentralized or centralized social services management format. The UMA may develop centralized processes within unit management, while maintaining the unit based caseload management system for managing offender needs. The UMA shall ensure that at least one unit staff member visits the special management areas at least once per week and visits will not exceed seven days in between visits.
- Unit Manager (UM) – Staff member responsible for providing direct supervision to assigned unit management staff and serving as the chairperson of designated committees. Unit Managers will conduct rounds of all housing areas occupied by inmates under their supervision.

W

- Warden – Top administrator at each correctional institution.

Ohio Department of Rehabilitation and Correction Institution Acronyms

Allen Correctional Institution	ACI
Belmont Correctional Institution	BeCI
Chillicothe Correctional Institution	CCI
Correctional Reception Center	CRC
Corrections Medical Center	CMC
Dayton Correctional Institution	DCI
Franklin Pre-Release Center	FPRC
Grafton Correctional Institution	GCI
Hocking Correctional Facility	HCF
Lake Erie Correctional Institution	LaeCI
Lebanon Correctional Institution	LeCI
London Correctional Institution	LoCI
Lorain Correctional Institution	LorCI
Madison Correctional Institution	MaCI
Mansfield Correctional Institution	ManCI
Marion Correctional Institution	MCI
Noble Correctional Institution	NCI
North Central Correctional Institution	NCCI
North Coast Correctional Treatment Facility	NCCTF
Northeast Pre-Release Center	NEPRC
Oakwood Correctional Facility	OCF
Ohio Reformatory for Women	ORW
Ohio State Penitentiary	OSP
Pickaway Correctional Institution	PCI
Richland Correctional Institution	RiCI
Ross Correctional Institution	RCI
Southeastern Correctional Institution	SCI
Southern Ohio Correctional Facility	SOCF
Toledo Correctional Institution	ToCI
Trumbull Correctional Institution	TCI
Warren Correctional Institution	WCI