

**CORRECTIONAL INSTITUTION
INSPECTION COMMITTEE REPORT:**

EVALUATION AND INSPECTION

OF THE

WARREN CORRECTIONAL INSTITUTION

**PREPARED AND SUBMITTED
BY CIIC STAFF**

August 22, 2006

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CORRECTIONAL INSTITUTION INSPECTION COMMITTEE

EVALUATION AND INSPECTION REPORT OF

THE WARREN CORRECTIONAL INSTITUTION

INTRODUCTION

This report provides data and information regarding the Warren Correctional Institution gathered from January 2005 to June 2006, including the inspection performed on May 19, 2006.

INSPECTION PROFILE

Inspection Date: May 19, 2006

Type of Inspection: Unannounced

CIIC Members and CIIC Staff Present: Senator Eric Kearney
Shirley Pope, CIIC Director
Adam Jackson, Inspector
Joanna Saul, Inspector

Institution Staff Present:

Communication with staff on-site included, but was not limited to the following: Wanza Jackson, Warden; Rudolph Pringle, Deputy Warden of Administration; Chae Harris, Deputy Warden of Operations; Amy Whitaker, Health Care Administrator; Carl Mockabee, Major; Doug Luenke, Inspector; Phillip Bush, OPI Supervisor; Deb Thomas, School Administrator; Peter Jabon, Recovery Services Coordinator.

Areas/Activities Included on the Inspection:

Entry	Food Services
Entry/Exit Interview with Warden	Medical/Dental Services Area
Ohio Penal Industries Shop	Education Unit
Segregation	Recreation
Merit/ Protective Custody	General Population
Residential Treatment Unit	

STATUTORY REQUIREMENTS:

Meal Attendance

Pursuant to Ohio Revised Code Section 103.73, each inspection must include attendance at one general meal period. CIIC staff attended a meal during the lunch period in the

inmate dining room. The meal consisted of a fish sandwich with tartar sauce, fruit cocktail, fried potatoes, and cole slaw. The inmates entered the dining hall in single file line as each picked up their trays and proceeded through the lunch line. Although inmate workers served the main entrée, the Warren Correctional Institution offers a self-serve line for the side dishes. The noise level was low to moderate as each inmate engaged in conversations with each other and staff.

Educational or Rehabilitative Program Attendance

Pursuant to Ohio Revised Code Section 103.73, each inspection must also include attendance at one educational or rehabilitative program. CIIC staff attended a Pre-GED class and a fiber optics and cable electronics class located in the Education building. The Pre-GED class had 11 inmates who were performing schoolwork that is equivalent to the 9th and 10th grade reading level. Inmates liked their teacher and felt that she was very helpful. The inmates had been in the class for a month. According to staff, each semester is three months long.

The fiber optics and cable electronics class had 11 inmates who learn to service, build, and repair hardware and software. According to staff, the inmates also learn about network cabling. Eligibility for the program is determined by the expected release date of an inmate. Inmates must also be on an 8th grade reading level to participate. According to staff, the length of the program can range from 80 to 100 hours per month for a total of 550 to 800 hours. The qualifications for entry to the program are based on how soon the inmate is scheduled to be released.

FINDINGS SUMMARY

The Warren Correctional Institution has been and continues to be viewed as one of the best DRC prisons. Nearly every part of the facility was extremely clean throughout. The meal provided to inmates was considered good in both quality and quantity. Inmate/staff interaction also appeared to be good. The atmosphere was relaxed, with no visible tension between inmates and staff.

The staff were professional, courteous and accommodating. The Correctional Officer in the lobby of the entrance was very pleasant as she efficiently processed CIIC staff and members through the metal detectors. The morning conversation with the Warden was informative and insightful. As indicated by the Warden, the employees are among the facility's greatest assets. Good staff/inmate communication was evident. Inmates felt comfortable approaching the WCI staff with issues or problems. The Warden and other WCI staff listened and responded positively to their concerns. There were multiple positive examples of the excellent focus on staff accessibility and responsiveness to inmates. One inmate with a serious history of mental illness and self-harm at high security prisons, cited his positive change to two staff in his pod, noting that they deserve the credit for helping him. The encounter was regarded as significant, a very real reflection of positive qualities among WCI staff.

The programs and inmate job opportunities have helped prevent idleness from becoming a major concern. WCI staff seem to appreciate the importance of such prevention efforts. During the inspection, the inmates were working on their job, taking an education/vocational class or interacting with other inmates. The inmates participating in the education and vocational programs were enthusiastic about the material and their instructors, particularly those inmates that participated in the Fiber Optics and the Pre-GED classes.

As has always been the case at WCI, inmate movement was excellent and impressive, with no loitering and no groups hanging together. Each inmate moved with a sense of purpose as they walked individually to their destination.

Inmates were open and candid in their communication with CIIC. The concerns ranged from confiscation of personal property to grooming and personal appearance. Many stated that they used the inmate grievance procedure as stated in Administrative Rule 5120-9-31, but were not satisfied with the results. More information regarding this is located in the section for the inmate grievance procedure.

INSTITUTION OVERVIEW

Mission Statement

According to their website, the mission of the Ohio Department of Rehabilitation and Corrections is “ *to protect and support Ohioans by ensuring that adult felony offenders are effectively supervised in environments that are safe, humane, and appropriately secure. In partnership with communities, we will promote citizen safety and victim reparation. Through rehabilitative and restorative programming, we seek to instill in offenders an improved sense of responsibility and the capacity to become law-abiding members of society.*”

According to their Information Booklet, the Warren Correctional Institution Mission Statement states “*Warren Correctional Institution is committed to maintaining effective and appropriate supervision of adult offenders. This is accomplished by providing an environment that is safe, secure, and humane for all internal and external stakeholders. The Warren Correctional Institution is devoted to encouraging the offender’s sense of responsibility, by improving his ability to become a productive citizen. The Warren Correctional Institution strives for high performance in the workplace by promoting development and training, efficient allocation of resources and developing positive partnerships with the community.*”

Background

According to the Information Booklet provided by staff, the Warren Correctional Institution was built in 1989 at a cost of \$44 million. Reportedly, the Warren Correctional Institution received its first inmates on August 15, 1989. The institution is located southwest of Columbus in Lebanon, Ohio. The institution sits on a total of 70 acres, 45 of

those acres located inside the fence, and 25 outside the fence. The complex was constructed in a campus style with 12 individual buildings inside the fence. One warehouse is shared with the Lebanon Correctional Institution and is located outside the fence.

According to the Information Book provided by Warren Correctional Institution staff, the institution has a population 1,040 as of August 31, 2005. The DRC website currently lists the population at 1,018 as of June 2006. The 1,040 inmate population is nearly double the capacity of the institution's original designed capacity. According to staff, the institution was originally designed for 680 inmates when it opened in 1989. Since that time, the Warren Correctional Institution has reportedly increased the number of employees, treatment programs, educational programs, and vocational programs to accommodate the increased population. During that time, the Institution developed a Residential Treatment Unit (RTU) for inmates with serious mental illness, and a Protective Control unit for inmates who require protection from other inmates. A Residential Substance Abuse/Literacy Unit was also developed for inmates who have a reading level below the sixth grade and require substance abuse treatment.

According to the information provided by staff, the Warren Correctional Institution offers additional services that range from education to maintenance and sanitation to industry and religion. The Ohio Penal Industries (OPI) operates two prison industries in the institution, the tubular furniture shop and the notebook bindery operation. The two industries are responsible for producing materials that are used throughout the ODRC institutions in Ohio. According to the information provided by staff, Warren Correctional Institution had 49 inmates participating in OPI as of August 31, 2005.

The Warren Correctional Institution offers the following educational programs; Adult Basic Education (ABE), General Education Development (GED), Literacy, certified college courses through Wilmington College, Vocational Electronics certification, Vocational Horticulture certification, and Vocational Carpentry Program. Teachers who are fully certified and are accredited by the Ohio Department of Education instruct each program.

The Warren Correctional Institution offers Reentry programming such as anger management, conflict resolution, parenting, and financial management.

Accreditation

According to the Information Booklet, Warren Correctional Institution received its first accreditation from the American Correctional Association (ACA) in January of 1994. Staff relayed that the Warren Correctional Institution received its most recent accreditation on January 30, 2006. Their previous accreditation was on January 13, 2003.

STAFF

According to information provided by staff, the Warren Correctional Institution has a staff of 391 individuals, including 211 security staff as of August 31, 2005. Of the 391 staff members, 286 are male and 105 are female. The racial breakdown of the staff includes 314 Caucasian, 75 African American, and four in the other category. The total security staff of 211 breaks down as 164 male and 47 female. The racial breakdown of the security staff includes 163 Caucasian and 44 African American. Reportedly, the inmates to staff ratio is 4.58-to-1. The Warren Correctional Institution Information Booklet lists 11 vacancies for the institution. The demographic breakdowns are presented below:

Table 1: Demographic Breakdown of the Warren Correctional Institution Staff by Gender

Demographic	Number	Percent of Total Staff
Gender		
Male	286	73.1%
Female	105	26.9%
Total	391	100.0%

Table 2: Demographic Breakdown of the Warren Correctional Institution Staff by Race

Demographic	Number	Percent of Total Staff
Race		
Caucasian	314	80.3%
African American	75	19.2%
Other	2	0.5%
Total	391	100.0%

According to the above data, 19.2 percent of the overall staff population is African American. During previous inspections, prison staff have relayed that they have had some difficulty obtaining and retaining minority staff members due to the location of some of the institutions. According to the most recent monthly fact sheet, dated June 2006, the DRC employs 14,193 individuals. Only 2,632 (18.5 percent) of those staff members are African American. The demographic breakdown is presented in the tables below:

Table 3: Demographic Breakdown of the Warren Correctional Institution Security Staff

Demographic	Number	Percent of Total Staff
Gender		
Male	164	77.7%
Female	47	22.2%
Race		
Caucasian	163	77.3%
African American	44	20.9%
Other	4	1.8%

Table 4: Demographic Breakdown of the DRC Institution Total Staff

Demographic	Number	Percent of Total Staff
Gender		
Male	9,557	67.3%
Female	4,636	32.7%
Race		
Caucasian	11,272	80.3%
African American	2,632	19.2%
Other	289	0.5%

Many of the institutions are located in rural areas. Institutions that are located in a rural area have fewer minority staff members because fewer minorities live in those areas. Institutions such as WCI that are located close to urban communities tend to have a higher number of minority staff members. The Warden relayed that employees are drawn from the surrounding area of Cincinnati, Dayton, Lebanon, and Middletown.

Staff Positions

On a separate occasion, the Warren Correctional Institution provided CHIC staff with an employee roster dated June 28, 2006. A breakdown of the institution staff is listed below and organized by their department:

Administration

1 Secretary
 1 Business Administrator
 2 Acting Clerks
 1 Network Administrator
 1 Telecommunications Technicians
 1 Auto Technician

Cashier

1 Acting Clerk Supervisor
 1 Acting Clerk

Commissary

1 Correctional Commissary Manager
 1 Assistant Correctional Commissary Manager

Education

1 Secretary
1 Teaching Supervisor
1 Principal
4 ABE/GED Teachers
3 Vocational Teachers
1 Guidance Counselor
1 Teacher
1 Library Assistant

Food Service

4 Food Service Managers
14 Food Service Coordinators

Health Staff

1 Safety Health Coordinator

Maintenance

2 Building Maintenance Supervisors
5 Maintenance Repair Workers
1 Plumber
1 Electrician
1 Groundskeeper
1 Painter
3 Air Quality Technicians

Medical/ Mental Health Staff

1 Nurse Supervisor
9 Nurses
1 Office Assistant
1 Phlebotomist

1 Mental Health Administrator
11 Psychiatric Nurses
2 Psychology Supervisors
2 Secretaries
3 Psychology Assistants
2 Social Worker
3 Activity Therapy Specialists
1 Psychiatric Nurse Supervisor
1 Activity Therapy Administrator
1 Psychologist

Ohio Penal Industries

1 Penal Industry Manager
1 Penal Workshop Superintendent
2 Penal Workshop Specialists

Operations

1 Secretary
2 Training Officers
1 Health Technician
1 Activity Therapy Administrator
1 Major
5 Captains
14 Lieutenants
3 Sergeants
211 Correctional Officers
1 Locksmith

Personnel

2 Personnel Officers
1 Acting Clerk
1 Secretary

Quartermaster

1 Laundry Coordinator

Records

2 Records Management Officers

Recreation

1 Activity Therapy Administrator
2 General Activity Therapists

Special Services

1 Indirect Deputy Superintendent
1 Secretary
1 Chaplain
1 Job Placement Supervisor

Substance Abuse

1 Social Work Supervisor
5 Program Coordinators

Unit

1 Social Work Supervisor
 6 Program Specialists
 8 Sergeants
 3 Secretaries
 3 Correctional Specialists

Warden's Office

1 Warden
 4 Warden's Assistants
 1 Deputy Warden of Operations
 1 Deputy Warden of Administration
 1 Executive Secretary
 1 Secretary-Exempt
 1 Institution Inspector

Warehouse

1 Storekeeper Supervisor
 2 Storekeepers

COSTS

According to information provided by the DRC website, the annual budget (FY) is \$29,112,299.00. The DRC website lists the average daily cost per inmate at \$77.04 (based on a reported population of 1,018 inmates as of June 2006).

According to the Warren Correctional Institution Information Booklet, the average cost of a meal for inmates during FY 2005 was \$.83. According to the Information Booklet, 1,188,979 meals were served during FY 2005. According to a DRC analysis of FY 2005 costs, the average institutional cost of meals for inmates is quoted as \$1.08. The analysis is based on statistical data compiled through April of 2005.

The table below provides the average cost per inmate by institution. The DRC analysis quoted the Warren Correctional Institution average cost per meal at \$1.11 per inmate and ranked them 11th out of 30 institutions. The \$0.83 quote listed in Information Booklet would rank the Warren Correctional Institution 29th out of the 30 DRC institutions, excluding North Coast Correctional Treatment Facility and Lake Erie Correctional Institution, the two privately operated prisons.

Table 5: FY 2005 Average Cost Per Inmate Meal By Institution

Institution	Average Cost Per Meal
Corrections Medical Center	\$4.71
Ohio State Penitentiary	\$1.84
Southern Ohio Correctional Facility	\$1.41
Ohio Reformatory for Women	\$1.30
Lorain Correctional Institution	\$1.26
Dayton Correctional Institution	\$1.23
Correctional Reception Center	\$1.17
London Correctional Institution	\$1.15
Mansfield Correctional Institution	\$1.14
Lebanon Correctional Institution	\$1.13
Trumbull Correctional Institution	\$1.11
Montgomery Edu. And Pre-Release Center	\$1.10
Pickaway Correctional Institution	\$1.09
Belmont Correctional Institution	\$1.07
Richland Correctional Institution	\$1.05
Toledo Correctional Institution	\$1.02
Ross Correctional Institution	\$1.01
Allen Correctional Institution	\$1.00
Franklin Pre-Release Center	\$1.00
Noble Correctional Institution	\$0.98
Southeastern Correctional Institution	\$0.97
Marion Correctional Institution	\$0.97
North Central Correctional Institution	\$0.97
Northeast Pre-Release Center	\$0.95
Grafton Correctional Institution	\$0.94
Chillicothe Correctional Institution	\$0.92
Hocking Correctional Facility	\$0.90
Madison Correctional Institution	\$0.84
Warren Correctional Institution	\$0.83 (As of 8/05)
Oakwood Correctional Institution	\$0.17
Average	\$1.08

Note: The two privately operated facilities are excluded from the above table.

INMATE POPULATION:

Warren Correctional Institution

As stated previously, the WCI website lists the current population for the Warren Correctional Institution at 1,018 as of June 2006. The DRC website provided the demographic breakdown by race and security classification. According to the DRC website, the Warren Correctional Institution has 518 African-American inmates, 476 Caucasian inmates, 19 Hispanic inmates, and five are listed as other. The security classification breakdown includes 983 Level Three inmates, 17 Level Four inmates, 11

Level Two inmates and only seven Level One inmates. The racial and security classification breakdowns are provided in the below tables.

Table 6: Racial Breakdown of the Warren Correctional Institution Inmate Population in June 2006

Race	Count	Percentage
African American	518	50.9%
Caucasian	476	46.8%
Hispanic	19	1.9%
Other	5	0.4%
Total	1,018	100.0%

Table 7: Security Level Breakdown of the Warren Correctional Institution Inmate Population in June 2006

Race	Count	Percentage
Level Three	983	96.5%
Level Four	17	1.7%
Level Two	11	1.1%
Level One	7	0.7%
Total	1,018	100.0%

DRC

According to the DRC Monthly Fact Sheet, as of June 2006, the total DRC inmate population was listed as 46,356. Based on the statistical data below, male offenders make up the majority of the DRC population with 92.56% (42,907 inmates). As of June 2006, 29 of the 32 institutions housed male inmate. Female offenders make up 7.44% of the population. The Ohio Reformatory for Women is the largest of three prisons used solely for female inmates. Women are also assigned to the minimum camp of the Trumbull Correctional Institution.

Table 8: Demographic Breakdown of the DRC Institution Inmate Population

Race	Count	Percentage
Male	42,907	92.56%
Female	3,449	7.44%
Total	46,356	100.0%

Based on the data below, Caucasian inmates represent a higher number of the inmate population. It should be noted that the racial breakdown of the DRC institution inmate population includes both male and female offenders.

Table 9: Racial Breakdown of the DRC Institution Inmate Population

Race	Count	Percentage
Caucasian	23,795	51.33%
African-American	22,084	47.64%
Other	477	1.03%
Total	46,356	100.0%

Based on the data below, Level Two inmates represent a higher number of the inmate population at 40.7% (18,869 inmates), followed by Level One inmates at 31.7% (14,695 inmates). The security breakdown of the DRC institution inmate population includes both male and female offenders.

Table 10: Security Breakdown of the DRC Institution Inmate Population

Race	Count	Percentage
Level Two	18,869	40.7%
Level One	14,695	31.7%
Level Three	11,265	24.3%
Level Four	1,298	2.8%
Death Row	185	0.4%
Level Five	44	0.1%
Total	46,356	100.0%

DRC Population per Institution

According to the DRC population report as of May of 2006, the DRC population totaled 46,340 inmates. The following table provides the population of each institution:

Table 11: Institutions Ranked by Inmate Population as of May 2006

Institution	Inmate Population
Chillicothe Correctional Institution	2,838
Belmont Correctional Institution	2,470
Richland Correctional Institution	2,373
Noble Correctional Institution	2,283
Ross Correctional Institution	2,277
North Central Correctional Institution	2,274
Mansfield Correctional Institution	2,205
Lebanon Correctional Institution	2,179
London Correctional Institution	2,128
Madison Correctional Institution	2,067
Lorain Correctional Institution	1,997
Ohio Reformatory for Women	1,980
Pickaway Correctional Institution	1,958
Correctional Reception Center	1,858
Marion Correctional Institution	1,852
Southeastern Correctional Institution	1,463
Lake Erie Correctional Institution	1,457
Grafton Correctional Institution	1,399
Allen Correctional Institution	1,318
Trumbull Correctional Institution	1,291
Southern Ohio Correctional Facility	1,146
Warren Correctional Institution	1,020
Toledo Correctional Institution	810
North Coast Correctional Treatment Facility	625
Northeast Pre-Release Center	582
Ohio State Penitentiary	544
Hocking Correctional Facility	468
Franklin Pre-Release Center	494
Dayton Correctional Institution	422
Montgomery Edu. Pre-Release Center	337
Corrections Medical Center	115
Oakwood Correctional Facility	110
TOTAL	46,340

According to the Information Booklet, the average length of stay for inmates at the Warren Correctional Institution is 6.28 years and the average inmate sentence is 11.39 years. By comparison the average length of stay for the DRC total population is reportedly 2.73 years.

Crowding

Based on the crowding rate or population compared to capacity, the Warren Correctional Institution is the third highest DRC institution in regard to the percentage of crowding. As of June 26, 2006, the Warren Correctional Institution operated at 185.48% above the population capacity. According to the information below, the Warren Correctional Institution has a total of 551 beds, but houses 1,022 inmates. The Lorain Correctional Institution and the Correctional Reception Center rank first and second respectively by operating over 200% of the population capacity.

Table 12: Department of Rehabilitation and Correction Percentage of Crowding with Population and Rated Capacity

Institution	Rated Capacity	Population Count	Percentage of Crowding
Lorain C.I.	756	1,983	262.30
Corr. Reception	900	1,883	209.22
Warren C.I.	551	1,022	185.48
Chillicothe C.I.	1,673	2,853	170.53
Ohio Reformatory	1,246	2,086	167.42
Ross C.I.	1,403	2,293	163.44
Mansfield C.I.	1,418	2,234	157.55
Hocking C.F.	298	461	154.70
Allen C.I.	844	1,303	154.38
Grafton C.I.	939	1,420	151.22
Lebanon C.I.	1,481	2,215	149.56
Trumbull C.I.	902	1,311	145.32
Belmont C.I.	1,855	2,484	133.91
Franklin Pre Rls.	361	475	131.58
Richland C.I.	1,855	2,409	129.87
Noble C.I.	1,855	2,310	124.53
North Central C.I.	1,855	2,287	123.29
Marion C.I.	1,590	1,907	119.94
London C.I.	1,890	2,179	115.29
Southeastern C.I.	1,358	1,486	109.43
Madison C.I.	1,915	2,081	108.67
North Coast Corr.	560	595	106.25
Lake Eric C.I.	1,380	1,464	106.09
Montgomery Edu.	352	341	96.88
Pickaway C.I.	2,065	1,974	96.01
Southern Ohio C.F.	1,198	1,131	94.41
Toledo C.I.	904	810	89.60
Northeast PRC	640	564	88.13
Dayton C.I.	482	413	85.68
Ohio State Pen.	684	536	78.36
Oakwood C.F.	191	111	58.12
Corr. Medical	210	117	55.71
Totals	35,611	46,738	130.82

The Plan

Per communication from the DRC Director on June 30, 2006, the DRC inmate population was 46,738, an increase of 3,195 inmates since February 2005. After several months of examining options, the DRC Director communicated on June 26, 2006 that the inmate population continues to climb, that on June 12, 2006, the prisons were at 130.07% capacity, with several prisons operating well in excess of the average, with Lorain Correctional Institution at 257.64% and Correctional Reception Center at 208.44%, and Ohio Reformatory for Women at 163.08%. It was reported that the projections and daily intake at the three reception centers indicate that the numbers will continue to climb. On June 14, 2006 the Correctional Reception Center received 110 new inmates.

The plan to address overcrowding, as communicated by the DRC Director on June 26, 2006 involved opening the following:

- A unit at Toledo Correctional Institution that has been vacant since the facility opened,
- A unit at Mansfield Correctional Institution that previously housed the Residential Treatment Unit before it was closed several years ago,
- A unit at Marion Correctional Institution that was closed several years ago, as part of the first round of cost savings measures, and converting the current PC block to general population housing, with the PC inmates placed in the PC unit at SOCF or Toledo CI,
- The top floor of two dorms at Pickaway Correctional Institution that was closed when a new dorm was opened,
- The dorm at Ross Correctional Institution that was closed several years ago in the first round of cost saving measures, and convert the South side of the prison back to level two security status from the current level three security status. (Level three inmates cannot be housed in a dorm setting.)
- The unit at Warren Correctional Institution that was closed several years ago as part of the first round of cost savings, and all Protective Control (PC) inmates will be moved to a PC unit at the SOCF. This is necessary to have available beds at Warren Correctional Institution for level three security status inmates that will have to be transferred from Ross Correctional Institution.
- Two cell blocks at SOCF to accommodate the new PC unit. (These blocks were closed as part of a cost savings measure.)

The above referenced changes will provide a reported 1,454 new beds, affecting seven prisons, ranging from 76 beds at Marion CI to a high of 360 at the Pickaway Correctional Institution as shown below:

Institution	New Beds	Staff Changes
Pickaway CI	360	+17
Warren CI	256	+24
Toledo CI	244	+24
Ross CI	240	-36
Southern Ohio CF	160	+12
Mansfield CI	118	+10
Marion CI	76	+6
TOTAL	1,454	57

With the additional beds, DRC is expected to reduce the crowding rate from 130.07% to 124.9%. It was noted that the immediate moves only serve to breach the flow for a few months at existing intake rates. All of the above beds and movement involve the male population. The DRC Director noted that there is equal concern regarding the increase in the female population. In addition to converting the Trumbull Camp from male to female, which was accomplished in the past year, the DRC is again looking for female beds and exploring various options. Finally, the DRC Director requested that the Office of Prisons develop a plan encompassing the entire department as to the next options if the projection and intake numbers continue at the current rate.

In the DRC Director's communication to the Wardens on the plan to be implemented in the next 45 to 60 days, he wrote:

I'm fully aware that these moves will cause some disruption to inmates, inmate families, staff, and in some cases requires a new and/or deleted mission from a prison. However, I have the fullest confidence in our staff that they will accomplish this with minimum problems and in a professional, effective and efficient manner. I also know that our staff will properly communicate with the inmates, who will have to be moved, so that they too will be understanding and compliant during this process.

ENTRY/ADMINISTRATIVE BUILDING

CIIC staff entered the lobby, which is separate from the Administrative building, and were pleasantly greeted by an officer. The officer used the proper equipment to x-ray possessions, which is standard procedure for visitors in order to detect possible contraband items. The lobby appeared clean and well kept with no visible maintenance issues. CIIC staff were escorted to the administrative building to speak with the Warden. The grounds were neatly manicured and well kept.

Staff relayed that the institution is in the final stages of repairing the ceilings and the roofs for all the buildings in the compound. It was noted that the administrative building was the last to have the repairs done after the housing units, food service, recreation, and recovery services ceilings were repaired.

MEDICAL SERVICES

Doctor

The Medical services building was the first unit inspected. CIIC staff had an opportunity to meet the Health Care Administrator. Inmates are reportedly scheduled for chronic care follow-up each quarter with the Physician and the Physician's Assistant. The Health Care Administrator relayed that she communicates frequently with the DRC Central Office medical staff through the telemedicine satellite room and meets with them on a quarterly basis.

The x-ray room and the Doctor's examination rooms were observed. Both appeared to be very clean. According to the medical staff, the Doctor is a contract employee who is on-site four days per week and is required to work at least 20 hours. The Physician is on-site Tuesdays, Wednesdays, Thursdays, and Saturdays. The Physician's Assistant is reportedly on site Monday through Friday. Reportedly, all contract doctors have to track the number of hours they work. Although the Physician's Assistant is only required to work 20 hours per week, she reportedly works up to 40 hours a week to accommodate the demands of the inmate population. On the day of the inspection, only one inmate was waiting to see the Doctor.

Dentist

According to the Warren Correctional Institution medical staff, the Dentist is a contract employee who also works the required 20 hours per week. On the day of the inspection, the dental office was occupied with the Dentist providing services to an inmate. In addition to the Dentist, there are reportedly five Dental Hygienists on staff.

Infirmery

The infirmery was clean and appeared to be well kept. CIIC observed the two negative airflow cells for inmates with Tuberculosis. The medical staff relayed that several of the cells were used for storage due to the need for additional office space after the new secretary was recently hired. According to staff, the new secretary currently uses the old storage area as her office.

On the day of the inspection, no inmates were housed in the infirmery. Medical staff were conducting a meeting in the telemedicine satellite room with medical specialists from the Ohio State University. The medical staff were discussing the medical condition of an inmate. Staff relayed that inmates are very pleased with the telemedicine satellite meetings because they allow the inmates to consult with a specialist without having to be transported back and forth to Ohio State University Hospital. Many inmates in the DRC institutions have complained about the uncomfortable travel on buses while handcuffed and shackled. According to the staff, the telemedicine conference also helps determine if it is necessary to bring an inmate in for surgery or more treatment without requiring a round-trip to the hospital.

Pill Call

According to the Inmate Handbook, Pill Call is three times a day. The hours are 6:30 AM to 7:00 AM, 11:05 AM to 12:05 PM, and 7:30 PM to 8:30 PM. Reportedly 300-400 inmates are allowed to have "carry on" medications, which allow them to keep their medication in their cell. However, inmates are not allowed to keep Counadin, Pregnazone, or psychotropic medications. Reportedly, the largest pill call occurs in the evening, 7:30 pm to 8:30 pm, when an estimated 150-175 inmates pick up their medications. Over 100 of those inmates reportedly receive psychotropic medications.

Staff Vacancies

According to the Warren Correctional Institution Vacancy Status Report, there were 34 total vacancies as of June 26, 2006. Three of the vacancies were Nurse I positions in the Medical Department.

GENERAL POPULATION

According to staff, the Warren Correctional Institution has six general population units that can house 120 inmates in each unit. Two units were closed at the time of the inspection.

MERIT PROGRAM

The Merit program is a privilege that inmates have the opportunity to obtain by displaying good behavior. Inmates who wish to be considered for merit status must meet the following four requirements:

- No convictions from the Rules Infraction Board or three hearing officer dispositions during the last 180 days at the Warren Correctional Institution.
- Inmate must score no less than 35 points on their last work evaluation.
- No refusals to participate in recommended Reentry Programs.
- Reception inmates must wait 90 days before kiting for consideration.

Once it has been determined that the inmate has met all of the entrance requirements, his name and number are placed on the merit waiting list until a bed becomes available in the merit plus program. Although an inmate may be placed on the waiting list, he must continue to meet all the entrance requirements to remain on the list and qualify for the program.

Once an inmate achieves merit status, he receives several privileges. According to the information provided by staff, merit inmates receive the following incentives:

- Released to Food Service and recreation before general population inmates.
- Inmates get one extra visit per month
- On the first Saturday of each month the Food Service Department will provide an extra entrée, juice and dessert.

Merit Plus Status

On the day of the inspection, CIIC staff observed the Merit Plus program in unit 1B. The Merit plus program is for inmates who have already reached merit status. According to information provided by staff, Inmates who achieve merit status must first kite their Unit Manager for consideration to move to the 1B unit. The inmate will then be placed on a waiting list in an order that is based upon the date of when the kite was received. Inmates will be retrieved from the waiting list in chronological order once the beds become available in the unit. If an inmate refuses to move to the assigned bed, his name is removed from the waiting list and he must wait 180 days before submitting another request to his Unit Manager. Merit Plus inmates have more privileges than Merit inmates. According to the information provided by staff, merit plus inmates have the following privileges:

- All the privileges that currently exist for all merit status inmates.
- Access to recreation anytime the inmate is not working their job and when recreation is open.
- First unit called to meals.
- Access to showers from morning release until evening lockdown in accordance with the shower-cleaning schedule.
- Visitors can request reservations less than 72 hours in advance in accordance with availability.
- Access to commissary on a weekly basis with the understanding that approved commissary levels in cells must be maintained.
- Through scheduling, may do own laundry.
- Access to library anytime the inmate is off duty and the library is open.

Merit Plus inmates can be removed from the program using the same criteria as the merit inmates. On the day of the inspection, the Unit Staff reported 65 double-celled inmates in the unit with a capacity to hold 68 inmates. The unit has two levels. One inmate was in his cell playing his keyboard, visibly engrossed in his music. Some inmates had “clear back” TV’s, which are ordered through the commissary. Cells also included bunk beds, porcelain sinks, and storage areas for the inmates. One inmate complained about poor reception from his television. One inmate claimed the food is “bad,” especially on Mondays and Tuesdays. Another inmate said he likes the meals at WCI. Another inmate stated that the Unit staff need to do a better job of assigning cellies. Although some inmates expressed concerns about the unit, it was encouraging that the complaints were relatively minor.

The dayroom area had five tables with four chairs surrounding each table. The unit was equipped with four showers, two on each level. The showers were old and stained with mildew. Paint was chipping from the ceiling and in obvious need for repair. Overall, the area was clean and appeared to be well kept.

PROTECTIVE CONTROL

Although WCI no longer has a Protective Control (PC) Unit, at the time of the inspection, Unit 1A still housed the inmates in Protective Control status. Per the Policy and Administrative Rule, those in PC face a verified risk of serious physical harm in general population. The Southern Ohio Correctional Facility used to provide the PC unit for the Ohio prison system, but the unit was closed at SOCF when WCI was opened. Since that time, WCI provided the primary PC unit for the Ohio prison system. Marion Correctional Institution eventually opened a small PC unit, and later the Toledo Correctional Institution provided an additional PC unit. Since the recent implementation of the plan to relieve overcrowding announced in June 2006, SOCF now provides the PC unit for the Ohio prison system. A very small PC unit remains at the Toledo Correctional Institution.

Based on the inspection of the Warren Correctional Institution's PC unit, it is divided into two sides for separation of inmates within the unit. According to the Unit staff, cell number 121 is saved for Juvenile inmates. It is single cell that is monitored by a security camera and it is in a good visual location for the Correctional Officers. According to staff, the youth are separated from the adult inmates. Although the Warren Correctional Institution did not have any juveniles on the day of the inspection, staff relayed that two juveniles were housed in Protective Custody in 2005. One inmate was reportedly transferred to the Ross Correctional Institution, while the other was released to general population at the Warren Correctional Institution. Unit Staff noted that juveniles typically could leave PC after they turn 18 years old.

On the day of the inspection, staff relayed that they recently received an inmate who was on suicide watch in the county jail. According to staff, Inmates who are on suicide watch at the county jail are immediately placed on suicide watch for the first three to five days during in-take. The inmate was scheduled to be moved to cell 121 during the following week.

The dayroom had an exercise station that included a mounted TV, stationary bike, pull-up bar, and a Stairmaster. The area contained a total of six showers with three on top and three on the bottom. Inmates who were allowed to display their creative talents covered some of the walls with paintings. The CIIC memorandum with the CIIC address and information was posted on the bulletin board near the front of the entrance.

The unit was very clean. They proudly displayed the monthly sanitation award they received from the Warren Correctional Institution Administrative offices in recognition for their hard work.

CIIC observed some of the protective custody cells. The cells appeared clean as well. However, an area of concern was raised. The cell design of the Warren Correctional Institution is similar to some DRC institutions in that each cell has horizontal bars on the inside of the windows. Such bars have been used by some inmates at other institutions to tie the sheet used in their suicide by hanging. The Correctional Reception Center is installing "Kane" screening, which prevents inmates from having access to the bars. Warren Correctional Institution staff indicated that installation of such screening is not in their budget plans at this time. The only maintenance approval from the DRC is the repair of the ceilings.

The Unit staff relayed that the inmates are provided education classes every afternoon. Recovery Services provides the unit with Alcoholics Anonymous and Narcotics Anonymous group classes every other Tuesday. Religious services and vocational classes are conducted in the unit as well.

The Community Services Project Room

The Community Services project room is located at the front of the unit. The room allows the protective custody inmates to make contributions to the community by making chair back covers for local area elementary schools. According to the unit staff, the inmates volunteer to work on the projects. Many inmates volunteer because it gives them something they can do to pass the time. The inmates work six hours per day to make the chair back covers. In an effort to assist, the "Crayons to Computer" organization donated four sewing machines to the institution.

SEGREGATION

On the day of the inspection the posted inmate count in segregation totaled 70, which included 36 in Disciplinary Control, 19 in Local Control, 13 in Security Control. The unit has 40 cells with a capacity for 80 inmates. Staff also relayed that there is also one inmate under Protective Control and one under "Administrative Control". It should be noted that technically Administrative Control no longer exists, but apparently the term is still used for what is now called Level 4B.

Table 13: Number of Inmates Housed in Segregation as of May 19, 2006

Segregation Area	Number of Inmates
Disciplinary Control	36
Local Control	19
Security Control	13
Protective Control	1
"Administrative Control" (4B)	1
Total	70

Based on the segregation count dated May 18, 2006, there were 16 inmates in Security Control, 32 in Disciplinary Control, and 32 in Local Control. Four inmates were reported to be out to court, and three were away with leave for medical purposes. Three inmates were also reported to be patients in the infirmary.

The inmates are double-celled and are screened by the staff for affiliation with any Security Threat Groups before they are assigned to their cells. The Unit staff relayed that they have attempted to have racially balanced cells when possible. As of the day of the inspection, there were 12 racially balanced cells in the unit. The Segregation population breakdown is presented in the following table:

Each occupied cell has an Individual Segregation Record Sheet attached to a clipboard that hangs on the wall near the cell door. The Individual Segregation Record Sheet provides a daily log of items that segregation inmates are required to have. Each shift, the Correctional Officers document when inmates receive their meals (breakfast, lunch, and dinner), their bedding, clothing, and hygiene products. Indoor and Outdoor recreation times are also recorded. The Segregation Officer on duty is responsible for signing his name at the end the shift. According to the Segregation Record Sheet, the Unit staff conducts a seven-day status review to verify if the inmate has received his items each day. At the end of the seven-day period, the Unit Staff also verifies if the inmates have any additional needs

According to the Unit staff, eight inmate counts are conducted each day including two per shift. Such accountability is especially important when tracking inmates who leave the compound for medical reasons or are transferred to another institution. Each inmate is required to stay in their cell during count time.

The unit appeared to be very clean and well kept. However, inmates stated that they had seen ants in the unit and in their cells on several occasions. On the day of the inspection, a small number of ants were in fact observed outside of the cell doors. When the issue was brought to the attention of the Unit Staff, it was relayed that WCI uses a local exterminator to provide services to each unit twice per week. The Unit staff also noted that inmates are responsible for cleaning their own cells twice a week with the cleaning solution provided by the institution.

The unit was quiet, but not tense. Many of the inmates were sleeping or reading. One inmate had taken his mattress off the top bunk and was sleeping on the floor. The unit staff later relayed that some inmates prefer to sleep on the floor so they can use the top bunk as a storage shelf for their belongings. The Unit staff relayed some of the concerns expressed by the inmates. According to the Unit staff, the majority of the inmate complaints are in regard to the number of days they have to serve before their case is heard. Another issue of concern for inmates is their personal property. Reportedly several inmates have had personal items either lost or left behind when transferred from their previous institution. Kite forms and Informal Complaint Resolution forms were in clear site in separate boxes near the front desk and are available upon an inmate's request.

MENTAL HEALTH SERVICES

The Mental Health Unit was clean and the air was fresh which is a clear sign of good hygiene among the patients. The cells were also clean and appeared to be in good condition. The observation cell in particular appeared to be in excellent condition. The cell was equipped with a leather covered bed and straps, a steel sink and toilet. In addition to the steel sink and toilet, each cell had storage space for the inmates. Although the cells were clean and in good condition, the showers contained mildew and water stains along the walls and the base of the showers.

Mental Health and Psychiatric Caseload

Every month, each institution provides CIIC staff with Mental Health Caseload data including a breakdown of the psychiatric caseload (C1 + C2), the total mental health caseload (C1 + C2 + C3), and Segregation inmates on the mental health caseload. The tables which follow outline the psychiatric caseload per institution for C1 and C2 inmates from January through May of 2006. The data provides a breakdown of the total number of inmates on the Psychiatric Caseload each month and their monthly average. The data also provides a breakdown of the institutional population monthly average and the percentage of the inmate population on the Psychiatric Caseload for each institution.

Additional information is provided below regarding the institutional total Mental Health Caseload for C1, C2, and C3 and Segregation inmates on the Mental Health Caseload from January through May of 2006. The data provides a breakdown of the total number of inmates on the Mental Health Caseload each month and their monthly average. The data also provides a breakdown of the monthly average for the institutional population and the percentage of the inmate population on the Mental Health Caseload for each institution.

Institutional rankings are also provided based on the number of C1, C2, and C3 inmates on the Mental Health Caseload, and number of Segregation inmates who are on the Mental Health Caseload.

**Table 14: PSYCHIATRIC CASELOAD PER INSTITUTION
(C1 + C2)**

January – May 2006

PERCENT of MONTHLY AVERAGE INSTITUTIONAL POPULATION on PSYCHIATRIC CASELOAD – January – May 2006									
Institution	Percent of Monthly Average Institutional Population on Psychiatric Caseload (C1 + C2)	Jan 2006	Feb 2006	Mar 2006	Apr 2006	May 2006	5 Month Total on Psychiatric Caseload	Monthly Average on Psychiatric Caseload	Monthly Average Institutional Population
Oakwood Correctional Facility	47.7	51	49	59	50	0	209	42	110*
Ohio Reformatory for Women	44.0	692	697	711	749	747	4288	858	1951
Franklin Pre-Release Center	42.1	208	216	211	203	204	1042	208	494
Northeast Pre-Release Center	39.4	214	214	237	231	234	1130	226	573
Corrections Medical Center	30.8	35	39	39	38	33	184	37	120
Southern Ohio Correctional Facility	27.9	314	320	311	308	314	1567	313	1122
Hocking Correctional Facility	22.7	107	107	107	108	104	533	107	472
Warren CI	21.7	227	224	227	229	223	1130	226	1043
Allen CI	21.3	284	278	281	280	286	1409	282	1321
Trumbull CI	20.5	268	264	269	264	278	1343	269	1314
Southeastern CI	18.1	257	269	265	258	260	1309	262	1447
Chillicothe CI	18.1	364	512	528	560	550	2514	503	2776
Belmont CI	16.5	406	397	399	383	395	1980	396	2404
Pickaway CI	16.0	325	314	315	337	314	1605	321	2003
Mansfield CI	15.6	339	342	348	344	343*	1716*	343*	2205*
Richland CI	14.6	336	322	336	357	366	1717	343	2352
Correctional Reception Center	14.2	238	267	286	252	257	1300	260	1832
North Central CI	13.5	298	297	303	312	322	1532	306	2272
Madison CI	13.4	280	275	258	244	272	1329	266	1985
Marion CI	12.8	210	219	226	245	240	1140	228	1777
Lebanon CI	12.6	260	275	270	274	281	1360	272	2163
Noble CI	12.2	292	286	280	270	272	1400	280	2295
Grafton CI	12.1	166	169*	171	169*	169*	337*	169*	1399
London CI	11.8	273	259	247	247	247	1273	255	2150
Toledo CI	11.6	86	86	94	94	104	464	93	800
Lake Erie CI	11.4	163	168	170	169	161	831	166	1457
Ross CI	10.6	231	242	228	241	248	1190	238	2249
North Coast Correctional Treatment Center	8.0	52	53	48	47	0	200	40	625*
Lorain CI	7.8	48	136	167	158	158	667	133	1706
Ohio State Penitentiary	3.6	17	20	23	20	21	101	20	554
Dayton CI	0	0	0	0	0	0	0	0	417
Montgomery Education and Pre-Release Center	0	0	0	0	0	0	0	0	334
TOTAL	16.3	7041	7316*	7414	7441*	7403*	36,615*	7462*	45,722*

The * indicates an institutional entry or average total derived by using a calculated average due to incomplete institutional data available at the time of the report.

**Table 15: TOTAL MENTAL HEALTH CASELOAD PER INSTITUTION
(C1 + C2 + C3)
January – May 2006**

PERCENT of INSTITUTIONAL POPULATION on MENTAL HEALTH CASELOAD January – May 2006									
Institution	Percent of Institutional Population on Mental Health Caseload (C1+C2+C3)	Jan 2006	Feb 2006	Mar 2006	Apr 2006	May 2006	5-Month Total of Inmates on Mental Health Caseload	Monthly Average of Inmates on Mental Health Caseload	Monthly Average Inmate Population
Oakwood Correctional Facility	48.2*	52	50	60	51	53*	266	53*	110*
Northeast Pre-Release Center	47.3	264	264	279	269	278	1354	271	573
Franklin Pre-Release Center	44.7	221	226	221	217	218	1103	221	494
Ohio Reformatory for Women	43.0	803	812	831	872	872	4190	838	1951
Corrections Medical Center	30.8	35	39	39	38	33	184	37	120
Southern Ohio Correctional Facility	29.2	331	338	326	322	322	1639	328	1122
Allen CI	23.8	320	313	313	311	315	1572	314	1321
Warren CI	22.9	243	237	239	241	236	1196	239	1043
Hocking Correctional Facility	22.7	107	107	108	109	105	536	107	472
Trumbull CI	22.6	288	290	301	292	315	1486	297	1314
Mansfield CI	20.5*	461	456	452	439	450	2258	452	2205*
Belmont CI	19.9	482	463	477	478	496	2396	479	2404
Southeastern CI	19.6	273	293	286	278	288	1418	284	1447
Chillicothe CI	19.3	395	542	559	595	590	2681	536	2776
Pickaway CI	16.7	343	326	333	346	323	1671	334	2003
Richland CI	16.4	378	362	379	395	410	1924	385	2352
Lebanon CI	16.4	342	356	355	356	365	1774	355	2163
Madison CI	16.4	334	333	319	312	331	1629	326	1985
North Coast Correctional Treatment Center	16.0*	108	109	91	92	100*	500	100*	625*
Marion CI	15.8	256	269	278	300	300	1403	281	1777
Noble CI	15.2	364	354	353	341	333	1745	349	2295
London CI	15.2	335	315	317	332	330	1629	326	2150
North Central CI	15.0	336	335	333	341	358	1703	341	2272
Correctional Reception Center	14.9	251	281	299	267	269	1367	273	1832
Ross CI	14.8	314	337	328	341	346	1666	333	2249
Toledo CI	14.8	107	112	121	122	130	592	118	800
Grafton CI	13.8*	189	193*	197	193*	193*	965	193*	1399
Lake Erie CI	12.8	182	186	189	188	183	928	186	1457
Lorain CI	11.2	60	169	226	223	276	954	191	1706
Ohio State Penitentiary	5.2	25	29	31	28	30	143	29	554
Dayton CI	0	0	0	0	4	4	8	2	417
Montgomery Education and Pre-Release Center	0	0	0	4	4	3	11	2	334
TOTAL	18.8*	8199	8496*	8644	8697*	8855*	42,891*	8580*	45,722*

The * indicates an institutional entry or average total derived by using a calculated average due to incomplete institutional data available at the time of the report.

Table 16: MONTHLY AVERAGE OF MENTAL HEALTH CASELOAD INMATES IN SEGREGATION

MONTHLY AVERAGE of MENTAL HEALTH CASELOAD INMATES in SEGREGATION January - May 2006									
Institution	Monthly Average of Mental Health Caseload in Segregation	Jan 2006	Feb 2006	Mar 2006	Apr 2006	May 2006	5-Month Total in Segregation	Monthly Average Total Mental Health Caseload	Percent of Monthly Average Mental Health Caseload in Segregation
Ohio Reformatory for Women	54	42	60	71	47	52	272	838	14.1
Lebanon CI	34	37	30	28	30	44	169	355	9.6
Ross CI	33	29	31	30	35	42	167	333	10.0
Chillicothe CI	26	26	28	23	23	30	130	536	4.9
Southern Ohio Correctional Facility	26	18	22	32	28	29	129	328	7.9
Southeastern CI	24	23	23	24	28	22	120	284	8.5
Warren CI	23	21	20	27	22	23	113	239	9.6
North Central CI	21	17	11	6	71	0	105	341	6.2
Mansfield CI	16	19	21	17	21	0	78	452	3.5
Noble CI	15	23	11	14	16	10	74	349	4.3
Lake Erie CI	14	11	18	18	14	10	71	186	7.5
London CI	13	0	20	11	18	18	67	326	4.0
Allen CI	12	11	19	13	4	11	58	314	3.8
Marion CI	12	13	9	9	18	13	62	281	4.3
Trumbull CI	12	11	14	12	9	13	59	297	4.0
Pickaway CI	11	12	15	9	15	6	57	334	3.3
Richland CI	11	15	9	7	8	16	55	385	2.9
Belmont CI	10	16	14	6	9	7	52	479	2.1
Toledo CI	9	8	9	8	10	11	46	118	7.6
Correctional Reception Center	6	6	4	5	13	4	32	273	2.2
North Coast Correctional Treatment Center	4	4	6	7	3	0	20	100*	4.0
Grafton CI	4	12	0	9	0	0	21	193*	2.1
Lorain CI	4	1	7	2	3	9	22	191	2.1
Northeast Pre-Release Center	4	3	6	4	5	0	18	271	1.5
Madison CI	4	0	0	0	7	14	21	326	1.2
Hocking Correctional Facility	2	2	2	3	1	3	11	107	1.9
Franklin Pre-Release Center	2	5	3	0	0	3	11	221	1.0
Corrections Medical Center	0	0	0	0	0	0	0	37	0
Dayton CI	0	0	0	0	0	1	1	2	0
Montgomery Education and Pre-Release Center	0	0	0	0	0	0	0	2	0
Oakwood Correctional Facility	0	0	0	0	0	0	0	53*	0
Ohio State Penitentiary	0	0	0	0	0	0	0	29	0
TOTAL	406	385	412	395	458	391	2,041	8580*	4.7

The * indicates an institutional monthly entry or monthly total derived by using the calculated monthly average for select months in certain institutions due to incomplete institutional data available at the time of the report.

Table 17: INSTITUTIONAL RANKING MENTAL HEALTH CASELOAD
Percent of Total Population on Mental Health Caseload (C1 + C2 + C3)
January - May 2006

Rank	Institution	% Of Population on Total Mental Health Caseload (Based on average monthly population for 5-month period)	Monthly Average Inmates on Total Mental Health Caseload (For 5-month period)
1	Oakwood Correctional Facility	48.2*	53*
2	Northeast Pre-Release Center	47.3	271
3	Franklin Pre-Release Center	44.7	221
4	Ohio Reformatory for Women	43.0	838
5	Corrections Medical Center	30.8	37
6	Southern Ohio Correctional Facility	29.2	328
7	Allen Correctional Institution	23.8	314
8	Warren Correctional Institution	22.9	239
9	Hocking Correctional Facility	22.7	107
10	Trumbull Correctional Institution	22.6	297
11	Mansfield Correctional Institution	20.5*	452*
12	Belmont Correctional Institution	19.9	479
13	Southeastern Correctional Institution	19.6	284
14	Chillicothe Correctional Institution	19.3	536
15	Pickaway Correctional Institution	16.7	334
16	Richland Correctional Institution	16.4	385
T	Lebanon Correctional Institution	16.4	355
T	Madison Correctional Institution	16.4	326
19	North Coast Corrections and Treatment Facility	16.0*	100*
20	Marion Correctional Institution	15.8	281
21	Noble Correctional Institution	15.2	349
T	London Correctional Institution	15.2	326
23	North Central Correctional Institution	15.0	341
24	Correctional Reception Center	14.9	273
25	Ross Correctional Institution	14.8	333
T	Toledo Correctional Institution	14.8	118
27	Grafton Correctional Institution	13.8*	193*
28	Lake Erie Correctional Institution	12.8	186
29	Lorain Correctional Institution	11.2	191
30	Ohio State Penitentiary	5.2	29
31	Dayton Correctional Institution	0	2
32	Montgomery Education and Pre-Release Center	0	2
	TOTAL	18.8*	8,580*

The * indicates an institutional monthly entry or monthly total derived by using the calculated monthly average for select months in certain institutions due to incomplete institutional data available at the time of the report.

**Table 18: INSTITUTIONAL RANKING OF INMATES IN SEGREGATION
(Percent of Total Mental Health Caseload in Segregation)
January – May 2006**

Rank	Institution	% In Segregation (Of Average Monthly Total Mental Health Caseload)	Monthly Average in Segregation (Of Total Mental Health Caseload)
1	Ohio Reformatory for Women	14.1	54
2	Ross Correctional Institution	10.0	33
3	Lebanon Correctional Institution	9.6	34
3	Warren Correctional Institution	9.6	23
4	Southeastern Correctional Institution	8.5	24
5	Southern Ohio Correctional Facility	7.9	26
6	Toledo Correctional Institution	7.6	9
7	Lake Erie Correctional Institution	7.5	14
8	North Central Correctional Institution	6.2	21
9	Chillicothe Correctional Institution	4.9	26
10	Noble Correctional Institution	4.3	15
10	Marion Correctional Institution	4.3	12
11	London Correctional Institution	4.0	13
11	Trumbull Correctional Institution	4.0	12
11	North Coast Correctional and Treatment Facility	4.0	4
14	Allen Correctional Institution	3.8	12
15	Mansfield Correctional Institution	3.5	16
16	Pickaway Correctional Institution	3.3	11
17	Richland Correctional Institution	2.9	11
18	Correctional Reception Center	2.2	6
19	Belmont Correctional Institution	2.1	10
19	Lorain Correctional Institution	2.1	4
19	Grafton Correctional Institution	2.1	4
20	Hocking Correctional Facility	1.9	2
21	Northeast Pre-Release Center	1.5	4
22	Madison Correctional Institution	1.2	4
23	Franklin Pre-Release Center	1.0	2
24	Corrections Medical Center	0	0
24	Montgomery Education and Pre-Release Center	0	0
24	Oakwood Correctional Facility	0	0
24	Dayton Correctional Institution	0	0
24	Ohio State Penitentiary	0	0
	TOTAL	4.7	406

The * indicates an institutional monthly entry or monthly total derived by using the calculated monthly average for select months in certain institutions due to incomplete institutional data available at the time of the report.

Based on the statistical information above, the Warren Correctional Institution ranks eighth in the percentage of the inmate population on the Mental Health Caseload and is tied for third in the percentage of Segregation inmates on the Mental Health Caseload. By comparison, the Oakwood Correctional Facility has the highest percentage of inmates on the Mental Health Caseload with 48.2%, followed by the Northeast Pre-Release Center with 47.3%. It should be noted that the Oakwood Correctional Institution is a Psychiatric Hospital for both male and female offenders. Inmates are transferred to the facility from their current institution for acute psychiatric evaluation and treatment. The Dayton Correctional Institution and the Montgomery Education and Pre-Release Center had the lowest percentage of inmates on the Mental Health Caseload with zero.

In regard to the number of segregation inmates on the Mental Health caseload, the 9.6 % ranks behind the Ohio Reformatory for Women (14.1%), and the Ross Correctional Institution (10.0%) and is tied for third with the Lebanon Correctional Institution. The Corrections Medical Center, Montgomery Education and Pre-Release Center, Oakwood Correctional Facility, the Dayton Correctional Institution, and the Ohio State Penitentiary ranked last with a zero percentage.

RESIDENTIAL TREATMENT UNIT (RTU)

On the day of the inspection, the unit staff reported 27 inmates in the unit. Two Correctional Officers were on duty. One General Population inmate was under observation. The inmate was brought to the Residential Treatment Unit on the same day of the CIIC inspection. According to the unit staff, the inmate was scheduled to remain under observation through the weekend. One inmate was on suicide watch. According to the unit staff, the inmate had been on a hunger strike for 20 days. He had been transferred back and forth to the Corrections Medical Center, The Ohio State University Hospital, and the Oakwood Correctional Facility. However, unit staff assured CIIC staff that they are following DRC policy, 68-MED-17 regarding inmate hunger strikes. According to DRC policy, 68-MED-17, **it is the policy of the DRC Institution to monitor any inmate who is participating in a hunger strike and to force treatment before death or serious, irreversible damage to life support systems or major organs occurs.**

The dayroom had four tables with attached stools, a TV with a DVD player and the same exercise equipment seen in the Segregation and General Population units. According to the unit staff, inmates are let out of their cells for recreation from 9-10:15 AM and from 11:30-12:30 PM.

According to staff, the Residential Treatment Unit has four phases of an inmate's progression with phase one being the most restrictive and phase four being the least restrictive. CIIC staff observed that levels three and four are housed in the same section. Since levels three and four are the least restrictive of the four phases, the Mental Health staff allows an increasing amount of contact with general population through job and program participation. According to the information provided by staff, Mental Health Services and the Residential Treatment Unit offers the following programs:

Anxiety Management:

Per the information provided by staff, this program is intended to provide inmates education regarding coping skills as a mechanism to alter dysfunctional cognition and behavioral management skills to regulate physical symptoms. Topics covered are nature of anxiety and worry, self-monitoring, progressive muscle relaxation, cognition in persistent anxiety, discrimination training, worry exposure, worry behavior prevention and problem solving. This program runs for 13 weeks. Inmates who are currently receiving medication for anxiety disorder and/or experiencing difficulty with anxiety are eligible for this program.

Depression Management:

Per the information provided by staff, research has shown that instead of using medication to treat depression it is often helpful to use a group therapy model to encourage different attitudes toward life problems, which can lead to some improvements in this area. For admittance, the inmate must have reported significant difficulties with depression and a willingness to discuss these problems in a group setting. This program consists of twelve weekly sessions.

Interpersonal Skills:

According to the information provided by staff, this psycho-educational group aims to teach the participants about various aspects of communication and interacting with other people. Topics covered are elements of communication, conversation skills, conflict management, assertiveness training, and social skills. For admittance, the general population inmate must be referred by his Mental Health treatment team or request admittance.

Transition Group:

According to the information provided by staff, the goal of the Transition Team is to enable a smooth and successful transition from the Residential Treatment Unit to General Population. This team serves Level Four inmates in the Residential Treatment Unit and General Population inmates simultaneously. Another aspect of getting the Residential Treatment Unit inmates out into General Population more smoothly came from the Residential Treatment Unit.

SUICIDES

During the inspection of the Residential Treatment Unit, CIIC staff spoke with a Correctional Officer and staff assigned to watch two inmates on suicide watch who were housed in adjacent cells. Staff relayed that the Warren Correctional Institution had one suicide over the last year, which occurred before September 2005. The staff also relayed that another suicide occurred in January of 2005 after an inmate was transferred in from the Lebanon Correctional Institution.

In the 2005 calendar year, the Warren Correctional Institution was one of only three DRC institutions that reported a suicide. The Correctional Reception Center, and the Southern Ohio Correctional Facility were the other institutions that reported a suicide. Northeast Ohio Correctional Center, a private prison holding federal prisoners, had one reported suicide in May 2005. The table below provides the number of reported suicides for the calendar year 2005:

Table 19: Number of Suicides in Calendar Year 2005 by DRC Institution

INSTITUTION	NUMBER OF SUICIDES
Correctional Reception Center	1
Southern Ohio Correctional Facility	2
Warren Correctional Institution	1
TOTAL	4

*- Northeast Ohio Correctional Center, a privately owned and operated prison used for federal prisoners, had one reported suicide in May 2005.

From January through May 2006, only two DRC institutions had reported suicides. The table below provides the number of reported suicides for 2006:

Table 20: Number of Suicides in January through May 2006 by DRC Institution

INSTITUTION	NUMBER OF SUICIDES
Lorain Correctional Institution	1
Southern Ohio Correctional Facility	1
Total	2

Attempted Suicides

In the 2005 calendar year, the Warren Correctional Institution was one of only five DRC institutions that reportedly had no suicide attempts. The Corrections Medical Center, Hocking Correctional Facility, Montgomery Pre-Release Correctional Facility, and the North Coast Correctional Treatment Facility were the other institutions that reportedly had no suicide attempts. By comparison, the DRC reported 140-suicide attempts system wide in 2005. According to the DRC information, the largest number of attempts occurred at the Correctional Reception Center, with 26 total attempts. The table below provides the number of suicide attempts per institution:

Table 21: Number of Suicide Attempts in Calendar Year 2005 by DRC Institution

INSTITUTION	NUMBER OF ATTEMPTED SUICIDES
Correctional Reception Center	26
Ohio Reformatory for Women	16
Chillicothe Correctional Institution	14
Mansfield Correctional Institution	9
Southeastern Correctional Institution	9
Southern Ohio Correctional Facility	8
Toledo Correctional Institution	6
Oakwood Correctional Facility	6
Lebanon Correctional Institution	5
Madison Correctional Institution	5
Ohio State Penitentiary	4
Ross Correctional Institution	4
North Central Correctional Institution	3
Pickaway Correctional Institution	3
Richland Correctional Institution	3
Trumbull Correctional Institution	3
Allen Correctional Institution	2
Grafton Correctional Institution	2
London Correctional Institution	2
Lorain Correctional Institution	2
Belmont Correctional Institution	1
Dayton Correctional Institution	1
Franklin Pre-Release Center	1
Lake Erie Correctional Institution	1
Marion Correctional Institution	1
Noble Correctional Institution	1
Northeast Pre-Release Center	1
Corrections Med Center	0
Hocking Correctional Facility	0
Montgomery Pre -Release Center	0
North Coast Correctional Treatment Facility	0
Warren Correctional Institution	0
TOTAL	140

From January 2006 through June 2006, the Warren Correctional Institution has reported no suicide attempts. By comparison, the DRC reportedly had 57 suicide attempts during the first quarter of 2006. The table on the following page illustrates the number of suicide attempts per institution for the first half of 2006:

Table 22: Number of Suicide Attempts from January through June 2006

INSTITUTION	NUMBER OF SUICIDE ATTEMPTS
Ohio Reformatory for Women	9
Correctional Reception Center	5
Lebanon Correctional Institution	5
Lake Erie Correctional Institution	4
Mansfield Correctional Institution	4
Lorain Correctional Institution	3
North Central Correctional Institution	3
Pickaway Correctional Institution	3
Southern Ohio Correctional Facility	3
Toledo Correctional Institution	3
Trumbull Correctional Institution	3
Chillicothe Correctional Institution	2
Madison Correctional Institution	2
Allen Correctional Institution	1
Corrections Medical Center	1
Franklin Pre-Release Center	1
London Correctional Institution	1
Marion Correctional Institution	1
Northeast Pre-Release Center	1
Richland Correctional Institution	1
Ross Correctional Institution	1
Belmont Correctional Institution	0
Dayton Correctional Institution	0
Grafton Correctional Institution	0
Hocking Correctional Facility	0
Montgomery Pre-Release Center	0
North Coast Corr Treat. Facility	0
Noble Correctional Institution	0
Oakwood Correctional Facility	0
Ohio State Penitentiary	0
Southeastern Correctional Institution	0
Warren Correctional Institution	0
TOTAL	57

FOOD SERVICES

According to the Inmate Handbook, all Warren Correctional Institution inmates with the exception of those placed in inmate Health Services, Protective Control, Residential Treatment Unit and the segregation unit eat their meals in the main dining room or the Protective Control dining room. On the day of the inspection, CIIC staff observed the main dining room.

The Inmate handbook further states that the Food Service Officer announces its time to eat over the telephone to the unit officer. At this time, the inmates should go to the main dining room for their meals. Once an inmate's unit has been called for any meal by the Food Service Officer, the inmate has ten minutes to report to the inmate dining room. After an inmate passes through the serving line and is seated, they will have ten (10) minutes to complete their meal and exit the inmate dining area. One hour and 45 minutes will be allowed to ensure that all qualifying units have a chance to complete their meals.

The Inmate Handbook outlines the following rules for inmates to follow while eating in the main dining room. The rules are listed as follows:

- Smoking will not be permitted in dining room at any time.
- Do not remove food items of any type from the dining facility. Exceptions will be diabetic snacks and food issued during Ramadan.
- All plates, trays, cups, bowls, and silverware will remain in the dining facility. At no time are these items to be removed.
- Line jumping, loud and boisterous talking and horse playing will not be tolerated at any time.
- Saving seats will not be permitted.
- Any inmate sitting at a table must have a food tray in front of them.
- Inmates placed on cell restriction will sit at assigned tables.
- Books, newspapers, magazines, radios (including walkmans and portable tape players), empty glass or plastic containers or personal cups, food items, commissary items, athletic clothing and equipment, soiled or excess clothing will not be permitted into the dining facility. These items must be secured in your cell.

The inmates came through the service line in single file. The Warren Correctional Institution is unique in regard to their food services. Not only does the institution offer a self-service line for the inmate side dishes, but it also issues hard plastic coffee mugs instead of the DRC standard no-handle cups. As previously stated, the meal consisted of a fish sandwich with tartar sauce, fruit cocktail, fried potatoes, and cole slaw. The quantity and quality of the food was good. Although the dishes were clean, some of the blue serving trays still had food stuck in the corners. Although some inmates in the Protective Custody Unit complained about the quality of the food, one inmate in the cafeteria was satisfied with the portions of the meal. However, he also stated that the Food Services should consider serving their meals with less starch and add nutritious items such as additional fruit and vegetables. The noise level remained moderate to low as inmates ate their meals within 15 minutes and other units filed through the serving line.

BARBER SHOP

The Barbershop is located in the education building. On the day of the inspection, four inmates were getting their haircut. Warren Correctional Institution staff assign barbers who have completed the Barber program from the London Correctional Institution. The barbers also receive health and safety training.

The Inmate Handbook outlines the personal grooming appearance of all the inmates. According to the handbook, grooming will be in accordance to Administrative Rule 5120-9-25. According to the Inmate Handbook, the rules regarding personal grooming appearance state the following:

- Hair will be kept neatly trimmed and not extend over the ear or shirt collar.
- Hair and hairstyles shall not protrude more than three inches from the scalp.
- Braids and plaits may be worn, subject to the limitations of this rule.
- Sideburns, beards, and mustaches must be neatly trimmed.
- Facial hair must not protrude more than 1/2 inch from the skin.
- Barbers are required to abide by these regulations.
- Do not ask the barber to disregard the grooming styles code.
- If any changes are made in your appearance, i.e. hairstyles, remove/growth of beard or mustache, you must be photographed for a new ID at your expense.

Inmates are reportedly provided with hair care services that comply with applicable health requirements. Although there were no complaints regarding the barbers, some inmates later discussed issues they have regarding staff and their appearance. According to the inmates and staff, the inmates are allowed to wear braids. However, the inmates are not permitted to have their hair braided by another inmate other than the barber. When CIIC staff inspected the general population housing units, several inmates expressed their concern regarding the staff not allowing them to have other inmates braid their hair in their cells or places outside the barbershop. Staff later confirmed that the concerns expressed by the inmates were correct. Several inmates stated that they do not like to have the barber braid their hair, because of lack of experience of the barber. Since all units have a scheduled day when they are permitted to be seen by the barber, some inmates are unable to go to the Barber Shop on the unit's designated day and time. Thus, it is easier for another inmate in their unit who has experience with braiding hair to perform the task. As a result, several inmates have risked receiving conduct reports for violating one of the rules stated in the Inmate Handbook regarding personal grooming. According to the Inmate Handbook, Inmates will be allowed freedom in personal grooming except when a valid interest justifies otherwise. **Inmates' freedom in personal grooming cannot conflict with the institution's requirements for safety, security, identification, and hygiene.** The Barber Shop schedule, which was posted on the entrance door and is listed in the Inmate Handbook, is provided below:

Warren Correctional Institution Barbershop Schedule
Hours of Operation: 12:00pm-3pm and 5:00pm-7:00pm Monday thru Friday
Closed on Saturday & Sunday

Day	Unit
Monday	2B RTU
Tuesday	2C and 2D Segregation and MHS
Wednesday	3A and 3B RTU
Thursday	3C and 1B Segregation
Friday	Make-up and Visits

OHIO PENAL INDUSTRIES

The Ohio Penal Industries (OPI) shop makes several products including three ring notebook binders, upholstered chairs, shelving units, and school desk chairs. Staff later relayed that OPI workers also make metal lockers and animal pens. The shop contains a welding area, paint department, and sheet fabrication shop as well. According to staff, the Warren Correctional Institution table of organization allows for 105 OPI positions. However only 62 inmates reportedly worked in the shop on the day of the inspection. Staff said that number is low due to a shortage of staff. In later discussion, staff relayed that several staff members were off on disability. According to staff, another contributing factor to the low number of OPI employees is the lack of orders that the OPI shop has received.

In order to be selected for an OPI position, inmates must interview and complete training. Job postings are placed on each residential unit bulletin board announcing any open positions. Inmates who are interested in applying for a position have to submit a kite to the Job Coordinator. After the Job Coordinator receives the kite, inmates are screened to ensure that they meet the minimum requirements of a high school diploma or GED, and they must be free of any conduct reports for six months. If the inmate meets the qualifications, he is interviewed by two of the staff members.

OPI positions are very popular with inmates. According to OPI staff, they can have up to 50 applicants for ten positions. However, the competition for the positions allows the OPI staff to pick the best candidates available. OPI staff tries to keep the inmate workers racially balanced. Although no statistical information was provided, it would seem that having racially balanced inmate workers is possible considering that the institution is 50.9% African-American and 46.7% Caucasian. The OPI staff relayed that inmates work 32.5 hours per week, all first shift hours. Inmates reportedly earn wages from \$17 to \$80 per month.

Information regarding the inmate pay grade was available in the Inmate Handbook. According to the Inmate Handbook, since March 1, 1989, the OPI pay rates for inmates is listed as the following:

Pay Grade 5	.21 per hour
Pay Grade 4	.27 per hour
Pay Grade 3	.35 per hour
Pay Grade 2	.42 per hour
Pay Grade 1	.47 per hour

According to staff, the OPI earned a profit of \$118,000 during the FY 2005.

OPI tool storage inventory uses civilian staff to monitor the distribution of tools to inmates. During the inspection of the OPI Shop, two inmates were at the distribution

window returning their tools. A sign-out sheet was used to identify inmates who receive and return the tools.

On the day of the inspection, several inmates relayed how much they like their positions. The inmates view the OPI staff as approachable and fair. One inmate would like for the institution to develop an apprenticeship program so inmates can become certified for the skills they develop in the OPI. The inmate believes that certification would assist him and other inmates in finding a job that matches their skill set upon release.

JOB COORDINATOR

The Job Coordinator serves as the primary source of responsibility in regard to inmate jobs. The Inmate Handbook outlines the following duties of the Job Coordinator.

- Links institution job assignments to the inmate's classification based on their training, industry work, and education.
- Maintains individual employment portfolios for all inmates.
- Provides information to unit management teams regarding job assignments and education and training programs placement.
- Maintains inmate payroll.
- Maintains inmate table of organization.
- Maintains House Bill #261.
- Maintains information for all apprenticeship programs.
- Maintains Senate Bill 2.
- Responsible for keeping updated information of all job assignments for each inmate.

Listed under the job duties of the Job Coordinator are the requirements for all inmates regarding jobs and the ability to request a job change. According to the Inmate Handbook, All "able bodied" inmates are required to work unless assigned to an approved education or training program. Inmates have the option of refusing to participate in any rehabilitation or treatment program except adult basic education/GED and programs required by statute or ordered by the sentencing court or paroling authority.

Inmates who are interested in a job change must spend at least 90 days on a job without being found guilty of any Class II rule violation before a change can be requested.

EDUCATIONAL PROGRAMS

Based on the information provided by staff, the Warren Correctional Institution offers the following courses:

Mandatory Education:

According to the Warren Correctional Institution Inmate Handbook, the Department of Rehabilitation and Correction requires each inmate who has not obtained a high school

diploma or GED to take courses leading toward an Ohio certificate of high school equivalence, an Ohio high school diploma pursuant to section 3313.61 of the Revised Code, 5145.06 or courses that provide vocational training. If a prisoner has obtained a high school diploma, the department encourages the prisoner to participate in a program of advanced studies or training for a skilled trade.

Enrollment Procedures

According to the Inmate Handbook, inmates can enroll in academic programming by contacting the guidance counselor or school administrator. Inmates must meet the requirements in order to be considered for admittance into the education programs. Some programs have a waiting list. However, priority can be placed on qualifying inmates. Priority can be given to inmates due to disabilities, age, job requirement, and the length of their sentence. According to the information from staff, priority can be placed on the following inmates who qualify:

- Inmates under 22 years of age who are identified as a student with a disability or a student who is suspected of having a disability;
- Inmates under 22 years of age;
- Mandatory education inmates with the earliest release or parole consideration dates;
- Inmates who have not obtained a high school diploma or GED and are in the process of being hired to work for an Ohio Penal Industries shop;
- Voluntary students on a first-come, first-served basis.

Literacy/ABE:

According to the information provided by staff, Literacy is a mandatory academic program for all inmates who score at or below 226 on CASAS or below a 6.0 reading level and do not possess a high school diploma or GED verified by the Ohio Central School System. The program focuses on the improvement of reading, math and life skills. Inmates in the program are assigned to the literacy-housing unit in 2B. Placement in 2B is based on capacity of the unit and the needs of the institution. Individual and one to one peer tutoring are highlights of this program.

Pre-GED:

According to the information provided by staff, the Pre-GED program may be used to satisfy the mandatory enrollment criteria established by Ohio Revised Code 5145.06 and DRC 57-EDU-01, for inmates who score between 22 and 239 on CASAS or between 6.1 and 9.0 on the TABE assessment test and do not possess a high school diploma or GED verified by the Ohio Central School System. Separate morning and afternoon classes concentrating on writing skills, literature and the arts, mathematics, social studies, and science are held on weekdays in the education building.

GED:

According to the information provided by staff, the GED program may be used to satisfy the mandatory enrollment criteria established by Ohio Revised Code 5145.06 and DRC 57-EDU-01 for those inmates who score 240 and above on the CASAS or a reading level score of 9.1 and above on the TABE and do not possess a high school diploma or GED verified by the Ohio Central School System. Separate morning and afternoon classes concentrating on writing skills, literature and the arts mathematics, social studies, and science are held on weekdays in the education building. An emphasis is placed on writing the GED essay, higher math skills to include algebra and geometry, and calculator skills needed to successfully achieve the General High School Equivalency Diploma.

High School Options

According to the information provided by staff, the principal, school administrator, and or guidance counselor shall determine those inmates whose needs can best be met through the high school options program. The high school options program is designed to allow those inmates who are within three (3) units of graduating high school to complete their diploma at their parent institution.

Special Education:

According to the information provided by staff, it is the policy of the DRC to locate, identify, and evaluate inmates below the age of 22 who have confirmed or suspected disability and provide a free appropriate public education in accordance with federal and state guidelines. Regardless of age, all inmate-students who are identified as requiring special placement because of physical, mental, emotional, or learning disabilities are placed in educational or career-technical programs commensurate with their abilities, needs, and interests. Any inmate may be referred to an Intervention Assistance Team at any time by DRC staff, parents (for those under 18), or the student themselves for academic difficulties. Any inmate with a suspected disability is advised to kite the special education teacher, guidance counselor, and/or school administrator.

Advanced Job Training – Wilmington College (Warren Branch Campus)

In 1989, the Warren Correctional Institution developed a partnership with Wilmington College to offer college level coursework to qualifying inmates. According to the Inmate Handbook, Wilmington College offers coursework in the area of Business Administration. The Business Administration courses offered include:

- Fundamentals of Business Education I
- Fundamentals of Business Education II
- Career Research and Planning
- Advanced Business I and Advanced Business II

Although Wilmington College is located in Wilmington, Ohio, they have a local Warren County Branch that runs the programs for the institution. The Warren Branch program has been reviewed and approved for accreditation by the North Central Association of Colleges and Schools and the Ohio Board of Regents. As a founding member of the Ohio Penal Consortium, Wilmington College works with representatives from 10 other universities and state corrections officials to maintain and improve the quality of post-secondary education programming in Ohio. Based on the monthly enrollment report, the Warren Correctional Institution currently had 46 inmates enroll in the Advanced Job Training for the month of May and has 79 inmates enrolled year-to-date.

Advanced Job Training Enrollment Procedures

Inmates wishing to enroll in advanced job training are directed to kite the on-site Advanced Job Training Coordinator. Each inmate must meet the following qualifications:

- Inmate must have a high school diploma or GED.
- Inmate must have attained a total reading score of 8.0 or higher on the nationally recognized standardized assessment adopted by Ohio Central School System.
- Inmate must have less than five years to a parole board hearing or release from incarceration but enough time to complete at least on term of enrollment.
- Inmate must have fewer than three (3) separate adult incarcerations.
- Prospective students should have been found guilty of no more than two (2) rule violations by the Rules Infraction Board with the past rolling calendar year.
- Inmate has not previously completed (1) two year program or (2) one year programs offered through the Ohio Penal Education Consortium.

Enrollment Data

The data below was taken from the May 2006 monthly enrollment report:

Table 23: Warren Correctional Institution Enrollment Data for May 2006

Academic Program	May 2006	Under Age 22	Year to Date Enrollment	Waiting List	Number of Completers for May 2006	Number of Completers Year to Date*
Literacy	18	4	48	63	0	16
ABLE	9	1	16	38	0	1
Pre-GED	37	8	85	49	0	21
GED	47	5	79	59	6	23
GED Fast Track	0	0	0	0	0	0
HS/HS Options	1	0	1	0	0	0
Total	112	18	229	209	6	61

* Year to Date refers to the cumulative total from the fiscal start of July 1.

Based on the monthly enrollment reports, 38 GED tests reportedly have been given in fiscal year 2006. Of the 38 GED tests administered, 24 inmates have reportedly passed yielding a passage rate of 63.1%. By comparison, fiscal year 2005 had a total of 56 GED tests given and reportedly 34 inmates passed with a passage rate of 60.7%. The following table was taken from the monthly enrollment reports submitted from July 2005(start of FY 2006) through May 2006.

Table 24: Number of GEDs Administered and Passed: July 1, 2005 – May 31, 2006

Month	Total Number of GEDs Administered	Total Number of GEDs Passed
July 2005	0	0
August 2005	10	0
September 2005	0	7
October 2005	0	0
November 2005	9	6
December 2005	0	0
January 2006	0	0
February 2006	0	0
March 2006	8	5
April 2006	0	0
May 2006	11	6
Total	38	24

By comparison, the following table was taken from the monthly enrollment reports.

Table 25: Number of GEDs Administered and Passed: July 1, 2005 –April 30, 2006

Institution	Number of GEDs Administered (Year to Date)	Number of GEDs Passed (Year to Date)	Passage Rate (Year to Date)
Richland CI	215	112	52.1
Marion CI	181	101	55.8
*Trumbull CI (Mar)	146	62	42.5
**Madison CI	175	97	57.2
Chillicothe CI	168	74	44.0
London CI	152	53	34.9
Lorain CI	158	116	73.4
Mansfield CI	198	114	57.6
*Lake Erie CI (April)	130	60	46.2
Pickaway CI	144	77	53.5
North Central CI	144	82	56.9
Ross CI	140	101	72.1
North Coast CTF	103	59	57.3
Southeastern CF	115	91	79.1
Lebanon CI	100	66	66.0
Belmont CI	103	60	58.3
Mont. Edu. PRC	85	40	47.1
Ohio Ref. Women	108	66	61.1
Franklin Pre-Release	67	42	62.7
*Toledo CI (Apr.)	62	28	45.2
Northeast PRC	67	38	56.7
*Ohio State Pen (Apr)	61	28	45.9
Grafton CI	46	31	67.4
*Dayton CI (March)	38	14	36.8
Allen CI	45	20	44.4
Warren CI	38	24	63.1
Southern Ohio CF	20	12	60.0
Hocking CF	15	6	40.0
Oakwood CF	2	2	100.0
Corr. Med. Center	1	1	100.0
Total	2,155	1,189	55.2
Average	82.9	45.7	55.1

VOCATIONAL/CAREER TECHNICAL PROGRAMS

Carpentry:

According to the information provided by staff, the career tech carpentry program consists of 600 hours of instruction involving basic principles of carpentry to include building materials, hand and power tools, leveling instruments, plan specifications and codes, footings and foundations, roof framing, windows, and interior/exterior doors. Safety is reportedly exercised in all aspects of this competency-based program, which also includes communication and math skills necessary to meet requirements essential for employment in today's job market. The instructor wishes prospective students to consider that carpentry is a construction trade and as such, some dirt, sawdust, and menial tasks are to be expected. During the inspection, Warren Correctional Institution staff relayed that there are currently 300 inmates on the waiting list. However, the monthly enrollment report now shows that 249 inmates are on the waiting list as June 5, 2006.

Electronics/Computer Repair:

According to the information provided by staff, the career tech electronic/computer repair program is an open entry/open exit program requiring a minimum of 450 hours and a maximum of 720 hours. Students acquire a workable knowledge of basic electricity, AC/DC, C-Tech Network Cabling, and C-Tech Fiber Optic Cabling. Pre and posttests are given and certification is awarded to successful completers. A-Plus Certification will soon be added as a second component of the program. The monthly enrollment report shows that 311 inmates are on the waiting list as June 5, 2006.

Horticulture:

According to the information provided by staff, the career tech horticulture program is a comprehensive entry-level course, which includes the study of soils, plant sciences, landscape design, plant identification, propagation, pest control, sales, and nursery management. The classroom, the comprehensive book and video library, the 2400 ft. green house, and the grounds of the Warren Correctional Institution form the "learning tab" for students to gain the necessary skills to acquire employment in this industry. Students who successfully complete the program earn a certificate from the Ohio Central School System. They are also eligible to earn the industry recognized Horticulture Certificate from the Ohio Nursery and Landscape Association. Staff relayed that some inmates have been successful at getting jobs in this field through employers who have attended the annual Job Fair. Based on the monthly enrollment report, there are 65 inmates on the waiting list as June 5, 2006.

Annual Job Fair

According to the information provided by staff, the Warren Correctional Institution holds an annual job fair each spring. Employers such as Landform Services, Inc. of Fairfield, Ohio, West Chester Holdings of Monroe, Ohio, Frisch's Big Boy of Cincinnati, and the

Granger Plastics Company of Middletown, Ohio have participated in the job fair for several years. Also included are several community resource organizations such as Community Connections of Columbus, Ohio, the Urban Minority Alcoholism and Drug Abuse Outreach Program (UMADAOP) of Dayton, Ohio, Super Jobs from Cincinnati and the Power Net from Dayton. According to the information provided, inmates must be within 60 to 90 days of release. Reportedly 15 to 20 inmates will participate in the event. Prior to the job fair, the institution conducts workshops on resume writing and interview skills to ensure that the participants are fully prepared for the fair.

Enrollment Procedures for the Vocational Programs

Inmates wishing to enroll in the vocational programs, also known as the career technical education programs must send a kite to the guidance counselor and/or school administrator. According to the Inmate Handbook, admission to career technical education programs is based upon student interest, time to complete the entire program, request, and a reading achievement level of 231 or above on a C level test or higher on the CASAS or a reading achievement level of 8.0 or above on the TABE. Inmates are enrolled in only one career technical program during their incarceration in order that the maximum number of interested and eligible inmates may have access to career technical training. Priority is given to the following:

- Inmates under 22 years of age who are identified as a student with a disability or a student who is suspected of having a disability.
- Inmates with the earliest release or parole consideration date, insuring that the inmate has sufficient time to complete the program.

Academic and Career-Technical Education Counseling

According to the Inmate Handbook, inmates have access to academic and career technical education counseling throughout their incarceration within the Department of Rehabilitation and Correction. The school guidance counselor is available to inmates through the inmate kite system and during posted office hours to ensure that interested inmates can obtain information concerning educational programming.

Apprenticeship Programs

The Apprenticeship Program consists of inmates who have been selected and placed under an apprenticeship agreement with a Local Apprenticeship Advisory Committee for on-the-job training in one of the skilled crafts covered by the Multi-Craft Apprenticeship Committee Agreement.

Enrollment Procedures for the Apprenticeship Programs

- Each inmate who is interested in applying for admittance into an approved apprenticeship program must obtain a written request to the Apprenticeship Coordinator or Assistant Apprenticeship Coordinator.
- The following criteria must be met:
 - Applicants must be at least eighteen (18) years of age.
 - Applicants must have enough time remaining on their sentence to complete at least one half of the required training schedule hours of their apprenticeship prior to release.
 - Applicants must be physically able to perform all work required of the craft as determined by the institution Medical Director or designated health authority.
- All inmate requests for admittance into an approved apprenticeship program shall be reviewed by the Local Apprenticeship Advisory Committee for appropriateness of the craft and institution need.
- Inmates who are accepted into an apprenticeship program complete a Department of Labor Apprenticeship Agreement (D.O.L. Form) that will be forwarded to the Career Technical Education Director to be registered with the Department of Labor.

According to the monthly enrollment report there were 18 inmates participating in the apprenticeship program as of June 5, 2006.

INMATE GROUPS AND ORGANIZATIONS

Arts and Crafts Association:

According to the information provided by staff, this is an institutional program that provides inmates with an opportunity to exercise their artistic capabilities, to share their skills and knowledge, and to develop a positive attitude toward helping others and giving back to the community. Any inmate is eligible to join. Annual membership fee is \$5.00.

Stamp Club:

According to the information provided by staff, members are permitted to purchase stamps for collection purposes. Members may share and trade stamps to develop skills and knowledge about different cultures and history. Any inmate is eligible to join. There is annual membership fee of \$5.00.

Seventh Step Foundation:

According to the information provided by staff, the Seventh Step Foundation is based on an individual's desire to make a positive change in his attitude and behavior. The program offers eight different self-improvement courses, available on a rotating basis: Definiteness of Purpose, Pleasing Personality, Positive Mental Attitude, River of Life, Self-Awareness, Self-Discipline, Stress Awareness, and Time Management. This program also works with the Cincinnati Chapter of the Red Cross in providing Community CPR and First Aid Training. A variety of fundraisers are held throughout the year to fund the program and to make community donations. The annual membership is \$5.00.

Music Association:

According to the information provided by staff, the Music Association offers five (5) different classes: bass, keyboard, guitar, drums, and vocal. There are inmate members, on a professional level, that instruct classes. The program also has music rooms that are supplied with equipment so that those who are advanced can express themselves in a positive way. An inmate must demonstrate the ability to play an instrument, sing or have an interest in learning how to play an instrument or how to sing in a group setting before admittance into the program. The annual membership fee is \$5.00.

Jaycees-Turtle Creek Valley:

According to the information provided by staff, this program offers inmates an opportunity to develop individual development skills, management skills, and opportunities to utilize these skills in the execution of projects in everyday life. Funds generated from various projects are used to benefit charitable groups. Topics covered in this program are: Personal and Communication Dynamics, Speak-Up I and II, Write-Up I and II, Stress Management, and Job Search. Inmates must submit an application and have no serious rule infractions within the previous 90 days before admission into the program. There is also an annual payment of \$12.50 for membership fees.

Cultural Awareness Association:

According to the information provided by staff, the goal of CAA is to transcend racism, bigotry, and hate into peace, harmony, and brotherhood. This is achieved through workshops, panel discussions, and seminars. Group discussions on the many different cultural backgrounds and how each culture relates to each other are part of the program. All general population inmates can attend programs by placing their name on the sign-up sheet in each housing unit. The annual membership fee is \$5.00.

LIBRARY

According to the Inmate Handbook, library services include a general library, which consists of fiction, nonfiction, reference and closed reference volumes, periodical research resources, compact disc and video documentary (audio/visual) material, and an assortment of various newspapers and magazines. The law library contains law books that address both Federal and State regulations, general material and a copy of the Administrative Regulations.

Books may be checked out of the general library with proper identification. Periodicals must remain in the library so current events and major news changes are available to all inmates. Audio/visual materials cannot be checked out but are available for “in house” use by reservation only. Legal reference materials and regulations cannot be checked out of the law library, but all legal information is available to any inmate to use in the law library area with proper identification and a valid pass. The general library is open five days per week, subject to change. Hours are routinely posted both within the pods and upon the window of the library. Each pod has a library with paperback reading materials available for check out. The pod libraries are open and closed with the dayroom.

The legal library is open during regular library hours. Passes are good for (1) three hour session per day. Inmates must come to the library during their assigned time to sign up for the law library. The library schedule as it is posted in the Inmate Handbook:

Library Schedule

Day	Time	Unit
Sunday	12:00pm - 1:25pm	R.T.U. – Unit 1-C and 1-D
	1:30pm - 3:30pm	Protective Custody
	4:30pm - 7:45pm	(Same as Rec. Schedule)
Monday	7:30pm - 10:30pm	Unit 2 and 1B
	12:15pm - 3:30pm	Unit 3 and 1B
	4:30pm - 7:45pm	(Same as Rec. Schedule)
Tuesday	7:30pm - 10:30pm	Unit 3 and 1B
	12:15pm - 3:30pm	Unit 2 and 1B
	4:30pm - 7:45pm	(Same as Rec. Schedule)
Wednesday	7:30pm - 10:30pm	Unit 2 and 1B
	12:15pm - 3:30pm	Unit 3 and 1B
	4:30pm - 7:45pm	(Same as Rec. Schedule)
Thursday	7:30pm - 10:30pm	Unit 3 and 1B
	12:15pm - 3:30pm	Unit 2 and 1B
	4:30pm - 7:45pm	(Same as Rec. Schedule)
Friday	7:30pm - 10:30pm	Unit 2 and 1B
	12:15pm - 3:30pm	Unit 3 and 1B

- College hours are Wednesdays only.
- Evening hours and Sunday hours are with recreation schedule.
- Merit Plus patrons have access during off-duty hours.
- Library stops permitting entry when recreation does.
- Pod libraries - each pod has a library with paperback reading materials available for check out. The pod libraries are open and closed with the dayroom.

COMMUNITY SERVICE PROGRAMS

According to the information provided by staff, in 2003 the Warren Correctional Institution developed a vision statement entitled, “Promoting Positive Change”. The “Promoting Positive Change” statement represents the overall goals and objectives of the institution. The “4 Paws of Ability”, also known as the Rover Rehab dog-training program, was developed to help make a positive impact on the local community.

According to the Warren Correctional Institution website, the institution established a partnership with the Human Society of Warren County and the 4 Paws for Ability organization to develop the Rover Rehab program. The program has benefited dogs and people as well as the prison since its inception in April 1998. Reportedly, the program has placed over 100 dogs, including service dogs for various persons with physical, mental or emotional needs. Rover Rehab maintains up to 12 dogs at WCI at any given time. On the day of the inspection, CIIC observed several inmates walking their dogs around the yard. One inmate had a chocolate colored Labrador retriever named “Mocha” who appeared to be nearly a year old.

According to the information provided by staff, Warren Correctional Institution promotes positive change by supporting the local communities by participating in and completing the following projects:

- Doing visual curriculum aides for local schools.
- Designing, drawing and making pictures and posters for local agencies.
- Making play props for local churches.
- Making tote bags and silk screening for local agencies.
- Making baby quilts for the Children Medical Center.
- Making back packs and wheel chair aides.

According to the information provided by staff, in 2003 the Warren Correctional Institution also gave 12 families from two local area schools gifts and food baskets from the facility. Staff members distributed the items to families at the Middletown Community Center and the Franklin Public Library.

The Warren Correctional Institution received several awards and recognition for their community service. According to the information provided by staff, the institution received the following awards:

- Awarded the 2003 Business Partner of the Year award from the Middletown City School District for support provided through community services.
- The Mental Retardation and Development Disabilities (MRDD) organization recognized the Warren Correctional Institution for “expanding opportunities for persons with developmental disabilities and recognizing their abilities to share” through our community service program.
- Proceeds from a CD entitled, “Do it for the Children” recorded by the Umoja Men’s Chorus of the Warren Correctional Institution are donated to the Children’s Defense Fund in southwest Ohio and the George Foster Home in Dayton, Ohio. This experience gave the inmates an opportunity to participate in a live recording with professional musicians.

OHIO READS READING ROOM

According to the Warren Correctional Institution website, First Lady Hope Taft approached the DRC Director in 2000 about establishing a reading room for the children who visited their incarcerated parent at the Pickaway Correctional Institution. This idea spread across the state, and now the Ohio Department of Rehabilitation and Correction maintains children’s reading rooms in each of the 32 institutions. The reading rooms encourage family literacy by providing a pleasant and comfortable setting for both child and incarcerated parent. Each room is stocked with a wide variety of children’s books and has an inmate narrator who reads to the visiting children twice a day. The role of the inmate narrator is to read picture books to the children in much the same manner that children’s hour would be done at a public library. A variety of arts and craft supplies for the children are also available in most of the rooms. Employees and service organizations donate many of the supplies and books. This past year the Department served over 45,000 children. The inmate narrators worked over 32,000 hours in reading to and with the children.

According to the monthly enrollment data submitted to CIIC, the Warren Correctional Institution Reading Room served 78 children during fiscal year 2005 with a total of 16 Narrator Hours.

Recent data submitted for fiscal year 2006 shows that the Warren Correctional Institution has not been as active in the program as they were the previous year. According to the monthly enrollment data, the Warren Correctional Institution did not serve one child in May of 2006 and has not served a child during the fiscal year.

In comparison to the other DRC institutions, the Warren Correctional Institution ranks last in the most recent year-to-date data received in March of 2006. The North Central Correctional Institution was the highest with 2,843 children served. Other institutions such as the Dayton Correctional Institution and the Richland Correctional Institution served over 2000 children as well. The Ross Correctional Institution was the only other DRC facility that did not provide service to children in the Reading Room. The data below was taken from the March 2006 monthly reports submitted by each institution:

Table 26: Institutions Ranked by Number of Children Served in the Reading Room*

Institution	Children Served in Reading Room (Year to Date)	Children Served in Reading Room (March 2006)	Narrator Hours Logged (Year to Date)
North Central CI	2,843	355	1,174
Dayton CI	2,576	305	1,760
Richland CI	2,383	263	1,394
Grafton CI	1,843	235	1043
Northeast PRC	1,564	113	902
Trumbull CI	1,485	122	1,066
Lorain CI	1,343	146	326
Lebanon CI	1,183	119	None Reported
Belmont CI	1,113	173	1,009
Southern Ohio CF	1,113	138	None Reported
Pickaway CI	1,030	85	1,395
Allen CI	951	67	455
Toledo CI	889	72	902
Montgomery PRC	835	75	514
Lake Erie CI	739	81	616
Marion CI	682	79	709
Chillicothe CI	610	63	None Reported
Ohio Reformatory for Women	519	113	1,146
Madison CI	495	52	505
North Coast CTF	435	44	362
Mansfield CI	402	54	160.5
Corrections Med Center	231	36	None Reported
Hocking CF	202	15	54
Oakwood CF	130	30	None Reported
Ross CI	0	0	0
Warren CI	0	0	0
Total	25,596	2,835	15,492.5
Average	984.5	109.0	595.9

RELIGIOUS SERVICES

According to the information provided by staff, the Warren Correctional Institution offers six contract employees in religious services for inmates who practice the Catholic, Islamic, Jewish, and Protestant religions. The religious services staff includes one

Chaplain, a Catholic Instructor and two volunteers, one Imam, one Rabbi, and one Reverend. The hours of service for each of the staff members is as follows:

Chaplain	Sunday through Thursday	12:00PM-	8:00PM
Catholic Instructor	Monday	12:30PM-	8:30PM
Volunteers	Monday	12:30PM-	8:30PM
Imam	Tuesday	1:00PM-	4:30PM
	Friday	2:00PM-	4:30PM
Rabbi	Tuesday	1:00PM-	4:30PM
Reverend	Sunday	7:00AM -	10:30PM
	Monday	12:00PM-	7:30PM
	Tuesday	12:00PM-	8:00 PM
	Wednesday	12:00PM-	3:00 PM
	Thursday	1:00PM-	3:00 PM
	Friday	12:00PM-	3:30 PM

The staff of the Warren Correctional Institution provided additional information regarding the religious services. The daily program schedule is provided below:

Weekly Schedule

Day	Time	Name of the Program
Sunday	7:00am (Monthly, 2 nd & 4 th Sunday)	Protestant Praise Worship
	12:45pm	Protestant Blended Worship Service
	1:15pm	Kairos Reunion
	6:00pm (Monthly, every 3 rd Sunday)	Kairos Reunion
	7:00pm (Monthly, every 2 nd Sunday)	Ecumenical Hispanic Service
Monday	7:00pm	“WCI Musicians” Music Practice
	1:00pm	Catholic Instruction/Bible Study
	1:00pm	Catholic Mass (Monthly, 2 nd or 3 rd Monday)
	5:30pm	Protestant Praise, Mentoring Bible Study
	7:00pm	Catholic Communion
Tuesday	1:00pm	Judaic Instruction
	1:15pm	Islamic Instruction
	1:30pm	Protestant Instruction
	5:30pm	Islamic Consultation
	6:30pm	Islamic Instruction
Wednesday	7:00pm	Protestant Bible Study
	6:30pm	Protestant Praise Service
	Thursday	5:30pm
Thursday	6:00pm	Protestant 12-Step Bible Study
	7:00pm	(1 st & 3 rd Thurs.) Protestant General Bible Study
	Friday	2:20pm
Saturday	Services as needed	

According to the Inmate Handbook, inmates who are interested should register a religious preference on a Religious Services Intake Form available in the Chapel. It is important to consult with the Chaplain for a request to consider a change and/or an accommodation of religious practice. It is also important to consult with the Chaplain regarding approved items for the inmate's faith group such as prayer caps, worship aids, educational material, religious jewelry, and other religious accessories before ordering those items.

RECREATION

CIIC staff observed the outdoor and indoor recreation facilities for general population inmates. Segregation inmates have their own designated recreation areas within their units. Because the weather was warm and sunny, most of the inmates were in the outdoor recreation yard. The outdoor recreation area consisted of three polymeric workout stations featuring pull, sit-up, and dip bars. The area also had four basketball courts, three handball courts, and a baseball diamond surrounded by a walking track. While some inmates played basketball and handball, many inmates performed exercises at the workout stations. A few inmates were seen walking their dog and playing Frisbee in the open area next to the baseball diamond.

CIIC staff noted that African-American inmates and Caucasian inmates did not engage in activities together. Although the recreation staff denied that the recreation yard was segregated, it was obvious that the inmates separated themselves from each other.

The indoor recreation facilities consisted of a full-length basketball court, workout room with stationary bikes, and a band room. The facility was empty because of the nice weather. However, one inmate was in the band room playing his guitar.

RECOVERY SERVICES

Warren Correctional Institution uses the 2B unit to house their recovery services programs. Although the dorm is closed, the substance abuse programs use it for their relapse support group meetings. According to the Recovery Services Coordinator, the staff includes one Supervisor and five Coordinators. There are currently 15-17 inmates involved in the program. Inmates involved in this program discuss problems pertaining to substance abuse. The information below outlines the Recovery Services groups offered by the Warren Correctional Institution:

Relapse Prevention:

Meets Monday and Tuesday at 12:30 PM. Inmates interested in this program can send a kite to Recovery Services and ask to be placed on the waiting list. Prerequisites: AOD Program or Education Group with Addiction and Recovery Group.

Narcotics Anonymous:

Meets on Mondays at 6:45 PM. Inmates interested in this program can send a kite to Recovery Services. They will be added to the waiting list.

Mandatory Drug Program:

Meets on Tuesday at 8:45 PM. This is a required program for inmates who are found guilty by the Rules Infraction Board for violating rules 39, 41, and 43.

Drug Education Day Group: Meets on Tuesday at 1:00 PM. Inmates who are interested in this group session can send a kite to the waiting list.

12 Steps Study Group:

Meets on Tuesday at 5:30 PM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

Advanced 12 Steps Study Group:

Meets on Tuesday at 5:30 PM. Inmates interested in this group can send a kite to the Recovery Services. Inmates will added to the waiting list. Inmates must have completed the 12 Steps Study Group.

Big Book Study Group:

Meets on Tuesday at 5:30 PM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

Alcoholics Anonymous:

Meets on Tuesday at 6:45 PM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

Protective Control Recovery Services Group:

Meets on Wednesday at 9:00 AM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

Addiction and Recovery:

Meets on Wednesday at 1:00 PM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

Grassroots Violence Prevention:

Meets on Thursday at 1:00 PM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

RTU Dual Diagnosis Group:

Meets on Thursday at 8:45 AM. Participation provided by RTU staff.

Meditation Group:

Meets on Friday at 8:45 AM. Inmates who are interested in this group can kite Recovery Services so they can be added to waiting list.

Tobacco Cessation:

Meets on Friday at 1:00 PM. Meets on a weekly basis. Inmates interested in this group must have completed the Relapse Prevention group.

Mandatory Drug Education class:

Warren Correctional Institution requires all inmates to be periodically tested for drug use. In addition to the groups offered, Recovery Services requires inmates who test positive to take this course.

The Warren Correctional Institution staff provided additional information regarding inmate drug testing. The table below outlines the number of inmates tested and the percentage of inmates that tested positive from 2002-04 compared to the total number of DRC inmates who tested positive during the same time period:

Table 27: Urinalyses: Number of Warren Correctional Institution Inmates Tested and Percent of Testing Positive

Year	Number of Inmates Tested	Percent of WCI Inmates that Tested Positive	Percent of DRC Inmates that Tested Positive
2002	1,275	0.06%	0.85%
2003	1,237	1.40%	1.13%
2004	1,015	0.79%	1.34%

According to the above data, the percentage of inmates who tested positive increased from .06% to 1.4% from 2002 to 2003. However, the data also shows that the less than one percent (.79%) of the inmate population tested positive. Although the Warren Correctional Institution experienced a slight increase in positive drug tests from 2002 to 2004, the institution was still lower than the DRC system wide percentages.

Residential Alcohol/ Literacy Program (AOD):

According to the information provided by staff, Warren Correctional Institution offers a Residential Alcohol/ Literacy Program (AOD) titled, "Bright Future". The program offers extensive alcohol and other drug treatment along with a literacy program for inmates to obtain their G.E.D. Inmates interested in the "Bright Future" program can send a kite to Recovery Service and ask for an application to be placed on the waiting list. The AOD/Literacy Residential Unit is a self-contained, in-house program designed to meet the needs of offenders who do not possess high school diplomas or GEDS and who are verified to have a alcohol and/or other drug dependency problem. According to the information provided by staff, 128 beds are designated on the AOD/Literacy Residential Unit in 2B.

Substance Abuse Support Group

On the day of the inspection, CIIC staff had an opportunity to observe one of the substance abuse support group meetings in progress. The meeting was held in the 2B dorm with four inmates participating on the day of the inspection. It was relayed by staff that inmate participation in the class is voluntary.

The inmates choose their own topic as they openly discussed their problems as it pertains to substance abuse. The inmates openly welcomed CIIC and spoke candidly about the group and how it has affected their lives. They spoke in regard to the decisions they made while they were chemically dependent and how they have changed since their incarceration. One inmate has been involved in the program for five years and considers it a solid foundation on his way to recovery. Because it is a self-help group, he and the other inmates take responsibility for their actions and openly discuss remedies that can help each other.

One inmate stated that his issue was not the drugs and alcohol he used, instead it was the strength and courage he lacked to prevent him from being chemically dependant. The inmate felt the drugs had the power to take control of his mind and his decisions. Now that he is incarcerated, he has had the opportunity to interact with other inmates who have had similar experiences and he has learned from them.

One of the inmates stated that the group has made an effort to reach out to the younger inmates at the institution and encourage them to join the group. However, the younger inmates reportedly have not been as enthusiastic about participating in the program. Some inmates feel that their younger counterparts do not fully understand the importance of developing a relationship with an inmate who is fighting the same demons and addictions. Some inmates feel that the younger inmates simply do not relate to the older offenders due to their age and maturity differences. On the day of the inspection, the older inmates stated that they were beginning to use videos, and tapes in an effort to attract younger inmates. The videos and tapes will illustrate the importance of the class.

RE-ENTRY

The Ohio Department of Rehabilitation and Correction has established a system-wide program known as the Ohio Plan for Re-entry. The plan provides a productive work-oriented environment for inmates in Ohio prisons. This is accomplished by using a concept that involves training, industries, and education (TIE). The Ohio Plan applies the TIE theory of learning to five designated tracks: Academic, Vocational/Apprenticeship, Industrial, Service and Special Needs.

According to the Inmate Handbook, there are two goals the Ohio Plan hopes to accomplish. First, emphasis is placed on work linked to training and education. By developing work assignments based upon the Training, Industries, and Education (TIE) concept, inmates are more active, idleness is reduced and directed and personal career programming is better channeled. Active work programs contribute to a safer, more controlled, positive environment and improve the efficiency of institutional operations.

Second, inmates increase employability skills, and therefore are better prepared to enter the competitive world of work. The three critical aspects of the Ohio Plan are to reduce idleness, to make all jobs meaningful, and to instill positive work attitudes.

According to the Inmate Handbook, the Ohio Plan also emphasizes the need for basic education and productive work programs between training, industrial and other institutional jobs, and education. All inmates are required to work. If an inmate wants an advanced job and does not have the prerequisites, training and education is available to enable the inmate to acquire these skills.

All inmates are involved in the Re-entry approach. Re-entry begins at the time of sentencing and extends through final release from supervision. Re-entry is designed to assess needs and identify programs that will lead inmates from further criminal activity. It provides links to resources and services inside and outside the institution to allow inmates to become a productive member of society upon release. Within seven days of your arrival at Warren Correctional Institution, a Case Manager interviews the inmate and explains the Reentry process in detail.

The Inmate Handbook provided a definition of terms that are commonly used in the Ohio Re-Entry plan. Listed below are a list of those terms and their definitions:

Track

One of the five TIE designations: Academic, Vocational/Apprenticeship, Industrial, Service, and Special Needs.

TIE Classification

The initial placement, after assessment at the parent institution, of an inmate into the appropriate TIE track (if/when available).

Academic TIE

Encompasses voluntary and mandatory academic education plus work assignments linked to clerical positions and other institutional jobs requiring academic preparations.

Vocational/Apprenticeship TIE

Places an inmate in vocational training schools, apprenticeship, or on-the-job training programs consistent with their interests and aptitudes.

Industrial TIE

Provides an inmate with pre-industrial and/or specific vocational training prior to or current with placement into an Ohio Penal Industry job.

Service TIE

Places an inmate into less skilled work assignments. Inmates in this TIE will be responsible for among other things food service, laundry, cleanliness, and safety in the institution.

Special Needs

This TIE is designed for those inmates whose individual needs preclude them from participation in a conventional TIE

VISITING

The Inmate Handbook provides an outline of the Warren Correctional Institution policy on inmate visits.

Visiting List

All inmates must have an approved visit list before a reservation can be made. According to the Inmate Handbook, inmates can have immediate family members, two friends, and one attorney and one minister on their list. The following individuals are considered eligible to be placed on the inmate's visiting list:

- Immediate family consists of Mother, Father, Aunt, Uncle, Wife, Children, Stepchildren, Grandchildren, Brother, Sister, Grandmother, Grandfather, and Half-Siblings. Son-in-law, daughter-in-law, sister-in-law, brother-in-law, mother-in-law, and father-in-law will only be considered immediate family while the binding marital relationship is intact. Step-parents or adopted parents may be considered within the definition of immediate family when it has been verified that the inmate was raised by this individual as a result of re-marriage, death, desertion, or absences of a parent.

- Nieces, nephews, and cousins are considered “friends”. Each inmate is permitted to have two friends on their approved visiting list.
- Visitors under the age of **18** must be accompanied by a parent or legal guardian, and must have a birth certificate and notarized note from the parent or legal guardian if not present. The burden of proof of relationship is on the inmate and his family.
- Inmates are permitted to have one attorney of record and one minister of record on their list.

Inmates should contact their Case Manager regarding any additions or deletions to their visiting list. Each approved visitor may visit two times per month. No more than five visitors will be permitted to visit at one time. These numbers include walking children.

Reservations

According to the Inmate Handbook, all visits must be scheduled by reservation only. Reservation requests must be made by phone or in person while on a visit by the approved visitor. Reservations will not be accepted more than 30 days in advance of the date requested and no less than 72 hours prior to the visit. The W.C.I. visit office will have a special phone for taking visit reservation. Hours for making reservations are listed as:

Wednesday through Sunday: 3:00 p.m. to 7:00 p.m.

Inmates are not permitted to have visits until they have been at the institution for seven working days. Visitors must have the name, number, and cell location of the inmate they are requesting to visit ready at the time they call.

All cancellations must be made by telephone within 72 hours prior to the scheduled visit. If the visitor fails to notify the visit office in advance of a cancellation, the inmate will be notified that another “no show” by this specific visitor will result in a 30-day suspension for this visitor. If, after a 30-day suspension, and visitor again fails to cancel a reservation in a timely manner, a 60-day suspension will be imposed. If another failure to cancel occurs, a 90-day suspension will be imposed.

Visiting Days and Hours

The Warren Correctional Institution offers inmate visits in two sessions each week from Wednesday through Sunday.

W.C.I. visiting hours are:

Session One: 12:00 p.m. to 3:00 p.m. Wednesday through Sunday

Session Two: 4:30 p.m. to 7:30 p.m. Wednesday through Sunday

No visits are allowed on Monday, Tuesday, and Holidays. Visitors are reportedly given a copy of the rules from the Visiting Department that governs visiting procedures. The above is just a general overview of the visiting policy and procedure. On the day of the inspection, the inmates did not express any concerns regarding the visits.

COMMISSARY

According to the Inmate Handbook, the commissary is operated to generate profits that will benefit the inmate population. It is also noted that utilization of the Commissary facility is a privilege, not a right, and should be treated as such.

Spending Limit

As of July 1, 2004, Inmates are allowed to spend an amount not to exceed \$100.00 for general purchases once every two periods. Merit Plus (1-B) Inmates may spend up to \$100.00 on general purchases weekly. Items that are not considered general purchases and do not count toward the specified spending limits are: Titled Items, Clothing, Batteries, and Vitamins.

Titled Items

When items that need ownership titling are purchased from the Commissary, the Commissary will forward purchased items to the Vault for engraving and title issue. Inmates are instructed to not have any official(s) contact the Commissary or the Vault inquiring of the progress of the titling process, unless it has exceeded five days, since the date of purchase. Inmates will receive an Institutional Pass when their item(s) is/are ready to be released from the Vault.

Hours of Operation

Reportedly, each unit is given an opportunity to shop once every two weeks, with the exception of Merit Plus (1-B) Inmates who may shop weekly. Inmates are only allowed to shop on their regular designated "Store Day", unless prior notice is given to Unit officials. Inmates receive notification of changes to the commissary schedule. Units are called when the Morning Session is ready to receive inmate traffic. According to the Inmate Handbook, inmates who leave the unit for the Commissary, prior to that unit being notified, will be considered "Out of Place". Morning Session ends at 10:00 a.m. Afternoon Session will generally be from 12 p.m. – 3:00 p.m. Evening Session will begin at 4:45 p.m. and "Last Call" will be announced by contacting the effected Unit(s) via telephone. The Block Officers will make the announcement. All inmates must have their State Issued Inmate I.D. to enter the Commissary. No other form of identification will be accepted.

Receipt of item(s)

After an inmate's order has been filled, inmates are first given their inmate I.D. card and "free" envelopes. At the end of processing their order, the inmates will receive their receipt of purchase. Inmates are then instructed to remove their purchases and immediately sign their name and number. They return the white and yellow copies to the commissary, and retain the pink copy for their records and proof of purchase. The pink copy insures that all items requested are accounted for before exiting the Commissary. The pink copy is extremely important because once an inmate leaves the Commissary, no shortage claims will be corrected. Once the inmates are satisfied that the order has been filled properly, they are instructed to leave the Commissary. Loitering is not tolerated.

According to the Inmate Handbook, collection of items from other inmates in the Commissary area will result in items being confiscated as Contraband and a Conduct Report issued to all inmates involved in the transaction. During our on-site inspection, no inmates expressed any concerns regarding the Commissary.

Segregation / Medical

Inmates may complete and submit an order form prior to the designated delivery date. Order forms will be delivered to the Commissary. Commissary will then process and deliver allowable items.

Sanction Inmates

Inmates placed on Mandatory Sanctions are subject to a \$20.00 spending limit with item restrictions in place. Allowable purchases are: hygiene, coffee, tobacco, and writing materials. Sanction inmates will shop on the same day that the rest of their unit shops, but may shop only between 11:45 am – 12:15 pm.

Cell Isolation

Inmates that are placed in Cell Isolation may shop at "Last Call" only. A limit of \$20.00 may be used to purchase hygiene items and writing materials only.

USE OF FORCE

According to DRC Administrative Rule 5120-9-01, regarding "Use of Force," force is **defined as the "exertion or application of a physical compulsion or restraint."** However, the Administrative Rule considers force that is **greater than minimal force, and is needed to overcome the physical resistance of an inmate in order to apply restraints or otherwise gain control of the inmate,** as a reportable use of force.

DRC policy 63-UOF-01, states that **force, up to and including deadly force, may be used to respond to resistance, protect persons, prevent escapes, protect its**

institutions, [and] enforce its rules. Force shall never be used as punishment. Only the amount of force necessary to control the situation shall be used.

The Warren Correctional Institution submits monthly reports pertaining to its Use of Force data. In May 2006, the institution reported a total of 11 Use of Force incidents. The monthly reports provide data regarding the number of incidents by racial breakdown. The following data was taken from the monthly reports submitted by the Warren Correctional Institution from July 2005 to May 2006:

**Table 28: Use of Force Incidents Per Month by Racial Breakdown
July 2005 to May 2006 at the Warren Correctional Institution**

Month	Black	White	Other	Total
July 2005	8	4	0	12
August 2005	6	4	0	10
September 2005	4	2	0	6
October 2005	7	3	0	10
November 2005	2	1	0	3
December 2005	3	0	0	3
January 2005	2	4	0	6
February 2005	2	4	0	6
March 2005	5	5	1	11
April 2005	7	2	0	9
May 2005	5	6	0	11
Total	51	35	1	87
Percent	58.6%	40.2%	1.2%	100%

The above data from July 2005 to May 2006 shows that a total of 87 Use of Force incidents have occurred since the start of fiscal year 2006. July 2005 had the highest number of incidents, with a total of 12, followed by 11 incidents in March and May 2006. November and December of 2005 reported the lowest number of incidents at three each. According to the above data, 51 of the 87 incidents occurred against African-American inmates, which represented 58.6% of the reported incidents. A total of 35 incidents involved a Caucasian inmate, which represented 40.2% of the reported incidents.

USE OF FORCE COMMITTEE INVESTIGATIONS

Per DRC policy and administrative rule, certain Use of Force incidents may be referred to a Use of Force Committee for investigation. According to DRC policy 63-UOF-03, regarding Use of Force Investigations, **it is the policy of the [ODRC] to monitor and ensure that responses to resistance and uses of force are appropriate and consistent with applicable administrative rules and DRC policies by documenting and investigating such incidents where appropriate.**

According to DRC Administrative Rule 5120-9-02, "Use of Force Reports and Investigation," each incident of "greater than minimal" force must be documented in a report submitted by the corrections staff to the shift supervisor, who collects written

statements from the persons involved. All documentation is reviewed by the Deputy Warden of Operations, followed by the Warden, who has the authority to refer the incident to a Use of Force Committee for investigation at any time. The Warden is required to refer the incident to the Use of Force Committee or to the Chief Inspector in the following incidents:

- The factual circumstances are not described sufficiently in the record to enable an evaluation of the propriety of the amount of force utilized;
- The incident involved serious physical harm to any person;
- The incident constituted a significant disruption to the normal operation of the institution; or
- Weapons, PR-24, chemical agents, less-lethal munitions, or a stun shield were used during the incident, whether by staff or by inmates.

Use of Force Committee Assignments

The following data was taken from the monthly reports submitted by the Warren Correctional Institution from the start of July 2005 (start of FY 2006) to May 2006:

**Table 29: Use of Force Committee Assignments with Racial Breakdown
July 2005 to May 2006 at the Warren Correctional Institution**

Month	Black	White	Other	Total
July 2005	5	2	0	7
August 2005	5	2	0	7
September 2005	4	2	0	6
October 2005	4	2	0	6
November 2005	2	1	0	3
December 2005	1	0	0	1
January 2006	0	1	0	1
February 2006	2	1	0	3
March 2006	1	2	1	4
April 2006	1	1	0	2
May 2006	2	4	0	6
Total	27	18	1	46
Percent of Total	58.7%	39.1%	2.2	100.0
Percentage of Use of Force Incidents Referred to the Committee				52.8%

As shown in the data above, a total of 46 Use of Force incidents were referred to a Use of Force Committee for investigation, with July and August having the highest amount at seven each. 27 of the incidents involving an African-American inmate were referred to the Use of Force Committee, which was 58.7% of the cases. A total of 18 of the incidents involving Caucasian inmates were referred to the Use of Force Committee, which made up 39.1% of the cases. Based on the monthly use of force report, the Warren Correctional Institution had 87 uses of force incidents from July 2005 through May 2006 and 52.8% of the incidents were referred to a Use of Force Committee.

Use of Force Incidents Not Assigned to the Committee

According to the Warren Correctional Institution monthly report regarding use of force, some use of force incidents are not assigned to the Use of Force Committee for further investigation. According to **Administrative Rule 5120-9-02, Use of Force Report and Investigations**, The Deputy Warden collects the statements and evidence from all individuals involved in the use of force incident. The Deputy Warden then submits the information and his or her findings to the Warden for review. If the Warden does not feel that it is necessary to refer the matter to a use of force committee, the Warden can instead choose to accept the findings of the Deputy Warden or direct that the Deputy Warden make further inquiry into the situation. The Warren Correctional Institution monthly use of force report defined this as “slight use of force” with no need to contact the use of force committee with “no further action required”.

The following data was taken from the monthly reports submitted by the Warren Correctional Institution from the start of July 2005 (start of FY 2006) to May 2006:

Table 30: Use of Force Incidents Not Assigned to the Committee with Racial Breakdown July 2005 to May 2006 per DRC Institutions

Month	Black	White	Other	Total
July 2005	3	2	0	5
August 2005	1	2	0	3
September 2005	0	0	0	0
October 2005	3	1	0	4
November 2005	0	0	0	0
December 2005	2	0	0	2
January 2006	2	3	0	5
February 2006	0	3	0	3
March 2006	4	3	0	7
April 2006	6	1	0	7
May 2006	3	2	0	5
Total	24	17	0	41
Percent of Total	58.5%	41.5%	0	100.0%
Percentage of Use of Force Incidents				47.2%

As shown in the data above, a total of 41 Use of Force incidents were considered “slight use of force” or “no further action was required”. These incidents were not referred to a Use of Force Committee for investigation. Of the 87 uses of force incidents from July 2005 through May 2006, 47.2 % of the incidents were not referred to a Use of Force Committee.

Unreported Use of Force Incidents

During the inspection, one inmate spoke of an unreported use of force incident that involved two Correctional Officers. CIIC staff relayed the allegations made by the inmate to the Warden in the closing discussion. The incident had already been investigated and was under review.

DRC Administrative Rule 5120-9-03 outlines the procedure for inmates to follow when no use of force report has been made. According to the Administrative Rule 5120-9-03, **a use of force by a staff member, as defined in rule 5120-9-01 of the Administrative Code, with no subsequent use of force report being made is contrary to department policy.**

In the event that a use of force incident occurs and is not reported by staff, inmates can follow the procedure as stated in Administrative Rule 5120-9-01 to have the matter investigated and resolved. The steps are outlined below:

- **Any inmate complaint of use of force, whether oral or written, received by any staff member, shall be immediately forwarded to the Institution Inspector. If the inmate complaint is oral, the staff member receiving the complaint shall document it in an incident report and forward a copy to the Institution Inspector.**
- **Regardless of the manner in which a complaint of use of force is received, the staff member receiving the report shall insure that a prompt medical examination is made of the inmate upon who the use of force was allegedly used.**
- **Upon receipt of a complaint of a use of force, the Institution Inspector shall interview the inmate, the staff member(s) allegedly involved and any other witnesses the IIS deems necessary to determine if a use of force occurred.**
- **If the Institution Inspector determines that a use of force did occur the inspector should require that appropriate use of force reports be filed.**
- **The IIS shall prepare a report for the warden, which will include his or her findings, a summary of the evidence upon which the finding was based, and any and all relevant documentation, such as the inmate's written complaint, incident reports, and or use of force reports.**
- **The managing officer shall then take action consistent with rule 5120-9-03 of the Administrative Code.**

GRIEVANCE PROCEDURE

The Warren Correctional Institution Inspector submits monthly reports pertaining to the grievance procedure. According to the DRC Administrative Rule, 5120-9-31, the inmate grievance procedure is defined as **a procedure that is designed to address inmate complaints related to any aspect of institutional life that directly and personally affects the grievant. This may include complaints regarding policies, procedures, conditions of confinement, or the actions of institutional staff.**

The grievance procedure consists of three steps: Informal Complaint Resolution (ICR), the Grievance, and the Appeal. Each step has time limits that inmates are required to meet to ensure that his concern is fully addressed.

Informal Complaints

Included in the Inspector's monthly reports is a record of the number of Informal Complaint Resolutions (ICR) filed. According to the Administrative Rule 5120-9-31, inmates have 14 calendar days of the date of the incident to submit an informal complaint to the direct supervisor of the staff member, or department most directly responsible for the particular subject matter of the complaint.

Also included in the monthly inspector reports is a breakdown of the number of responses to the informal complaint. Included in the data is the number of untimely responses reported to the Inspector. According to the Administrative Rule, staff is expected to respond to the inmate in writing within seven calendar days of receipt of the informal complaint. If the inmate has not received a written response from the staff member within a reasonable time, the inmate can immediately contact the Institution Inspector either in writing or during regular open office hours. The Inspector shall take prompt action to ensure that a written response is provided to the informal complaint within four calendar days. The following information provides a breakdown of the informal complaint resolutions from the monthly reports from the start of FY 2006 in July 2005 to May 2006:

**Table 31: Informal Complaint Resolutions at the Warren Correctional Institution
July 2005 to May 2006**

Month	Total Number of ICRs Received	Total Number of ICR Responses	Total Number of Untimely ICR Responses
July 2005	54	54	0
August 2005	64	64	0
September 2005	42	42	0
October 2005	37	37	0
November 2005	41	41	0
December 2005	39	39	0
January 2006	75	75	0
February 2006	26	26	0
March 2006	48	48	0
April 2006	62	62	0
May 2006	52	52	6
Total	540	540	6

Based on the data shown above, the month with the highest number of informal complaints was January with 75 complaints. The month with the lowest number of informal complaints was February with 26 complaints. The only month that Warren Correctional Institution had more than zero was in May of 2006 when they reportedly had six untimely informal complaint responses. The timely response rate is excellent.

The Chief Inspector's 2005 Annual Report reported the following number of ICRs system-wide:

Table 32: Institutions Ranked by Total Number of ICRs Handled in 2005

Institution	Total ICRs	ICR Reponses	Untimely Responses	Compliance Rate
Southern Ohio Corr. Facility	3,211	3,777	123	96.7
Ohio Reformatory for Women	2,215	1,301	914	29.7
Ohio State Penitentiary	2,203	1,854	241	87.0
Mansfield Corr. Institution	1,813	2,046	134	93.5
North Central Corr. Institution	2,119	2,119	196	90.8
Madison Correctional Institution	1,316	1,316	68	94.8
Chillicothe Corr. Institution	1,632	787	100	87.3
Lake Erie Corr. Institution	1,054	1,183	220	81.4
Toledo Correction Institution	942	982	255	74.0
Grafton Correctional Institution	978	943	35	96.3
London Correctional Institution	1,011	808	392	51.5
Marion Correctional Institution	1,919	1,944	309	84.1
Lebanon Correctional Institution	1,392	1,447	81	94.4
Trumbull Corr. Institution	1,084	861	211	75.5
Richland Corr. Institution	899	861	119	86.2
Lorain Corr. Institution	840	672	242	64.0
Noble Correctional Institution	703	703	5	99.3
Pickaway Corr. Institution	685	451	137	69.6
North Coast Corr. Treatment Facility	581	599	72	88.0
Warren Corr. Institution	619	619	12	98.1
Ross Correctional Institution	782	641	141	78.0
Belmont Correctional Institution	515	482	51	89.4
Southeastern Corr. Institution	673	536	90	83.2
Allen Correctional Institution	603	603	42	93.0
Franklin Pre-Release Center	314	247	86	65.2
Northeast Pre-Release Center	278	277	30	89.2
Corrections Medical Center	396	223	119	46.6
Correctional Reception Center	457	366	70	80.9
Mont. Education and Pre Release Center	81	81	6	92.6
Oakwood Correctional Facility	234	234	29	87.6
Dayton Correctional Institution	134	109	25	77.1
Hocking Correctional Facility	142	143	7	95.1
TOTALS	31,825	29,215	4,562	84.4

In addition, within the same report, the Warren Correctional Institution reported a total of **12** untimely responses and a **98.1** compliance rate in CY 2005. The compliance rate places the Warren Correctional Institution in the top half of the institutions for the total number of ICRs handled.

According to the Chief Inspector's 2005 Annual Report, the 31,825 informal complaints represent an increase of 4.2% from the 30,532 informal complaints filed in 2004.

Grievances

According to the 2005 Annual Report by the Chief Inspector, the Institutional Inspector dispositions are divided into two categories for resolved and unresolved grievances. However, as of January 2006, the categories have been redefined to granted and denied. The purpose of redefining the terms is to provide a clear understanding that all completed grievances have been fully investigated and answered accordingly. The redefined terms indicate if the Inspector granted or denied the inmate's claims based on his findings.

The office of the Chief Inspector considers a grievance as **granted** when:

- The Problem is corrected
- The Problem has been noted, correction pending; or,
- The Problem noted, report/recommendation to the Warden.

According to the 2005 Annual Report, the office of the Chief Inspector considers a grievance **denied** when:

- No violation of the rule, policy, or law the inmate grieved about.
- Staff Action was valid exercise of discretion
- Insufficient evidence to support claim
- False Claim filed by the inmate
- Failure to use the informal complaint resolution
- Issue is not within the scope of the grievance procedure (i.e. rule infractions)
- Inmate did not file within the time limits.

The statistics on the following page provide an outline for the number of grievances received, granted, and denied from July 2006 through May 2006.

**Table 33: Number and Dispositions of Grievances
July 2005 to May 2006**

Month	*Total Number of Grievances Received	Granted	Denied
July 2005	32	1	31
August 2005	20	4	16
September 2005	18	6	12
October 2005	18	4	14
November 2005	21	5	16
December 2005	19	1	18
January 2006	9	4	5
February 2006	17	5	12
March 2006	15	3	12
April 2006	17	2	15
May 2006	16	5	11
Total	202	40	162
Percentage	100%	19.8%	80.2%

* Data includes grievances that have carried over from the previous month.

Based on the data above, the number of grievances the Institution Inspector receives each month may vary. Since the start of the 2005 fiscal year, the Inspector received the largest number of grievances in July 2005 with 32. It is noted in the Inspector's report that grievances can be carried over to following month. The Inspector received the lowest number of grievances in January 2006 with only nine.

Also based on the data above, 80.2% of the grievances were denied. July 2005 had the largest number of denials with 31 of the 32 grievances being denied. According to the monthly Inspector report for July 2006, the grievances are denied for the following reasons:

- (7) No violation of the rule, policy, or law the inmate grieved about.
- (5) Staff Action was valid exercise of discretion.
- (16) Insufficient evidence to support claim
- (2) Failure to use the informal complaint resolution
- (1) Inmate did not file within the time limits.

According to the Chief Inspector's 2005 Annual Report, the entire DRC system for that year received 6,324 grievances. The number was an increase of 160 grievances (approximately 2.5%) filed in 2004.

According to the Chief Inspector's 2005 Annual Report, of the 6,484 grievances filed in 2005, 6,413 were completed which means 71 grievances were outstanding at the start of the 2006 calendar year. The top ten inmate concerns, by number of Completed Grievances, are listed below

Table 34: 2005 Top Ten Subject Matters for Completed Inmate Grievances System-wide

Area of Complaint	Completed Grievances
Personal Property	1,494
Force/Supervision	1,072
Health Care	940
Staff Accountability	449
Mail/Packages	290
Inmate Account	280
Food Service	191
Safety and Sanitation	176
Non-Grievable Matters	276
RIB/ Hearing Officer	133

Grievance Appeals

Inmates who are not satisfied with an Inspector's decision on a grievance, may appeal that decision to the Chief Inspector. According to the Chief Inspector's 2005 Annual Report, the Chief Inspector's office received 2,533 appeals system-wide, which is down from the 3,005 appeals filed in the 2004 calendar year. The North Coast Correctional Treatment Facility was the only institution that had no appeals. The Southern Ohio Correctional Facility submitted the largest amount of appeals with 346. The Warren Correctional

Institution ranked 10th in the number of appeals, with a reported total of 108. The total represented a decrease from the 160 that were reportedly filed by the institution in the 2005 calendar year. The rankings of the DRC institutions based on the number of appeals submitted in the 2005 Calendar Year is provided on the following page:

Table 35: Number of Appeals in 2005 by Institution

Institution	No. Of Appeals
Southern Ohio Correctional Facility	346
Lebanon Correctional Institution	244
Ohio State Penitentiary	174
Mansfield Correctional Institution	153
Marion Correctional Institution	150
Madison Correctional Institution	129
Allen Correctional Institution	119
North Central Correctional Institution	112
Chillicothe Correctional Institution	113
Warren Correctional Institution	108
Ross Correctional Institution	105
Grafton Correctional Institution	98
Toledo Correctional Institution	90
Pickaway Correctional Institution	81
Ohio Reformatory for Women	66
London Correctional Institution	59
Trumbull Correctional Institution	57
Richland Correctional Institution	51
Noble Correctional Institution	48
Corrections Medical Center	40
Lake Erie Correctional Institution	40
Hocking Correctional Facility	31
Belmont Correctional Institution	24
Southeastern Correctional Institution	22
Correctional Reception Center	19
North Coast Correctional Treatment Facility	17
Lorain Correctional Institution	13
Franklin Pre Release Center	5
Oakwood Correctional Facility	4
Northeast Pre Release Center	4
Dayton Correctional Institution	3
Montgomery Education and Pre Release Center	0
Total	2,533

Of the 2,533 appeals submitted by the DRC institutions, 2,396 (94.6%) of the appeals were affirmed. The number and rate of the appeals by type is listed below:

Table 36: Number and Rate of Appeals by Type of Disposition

Appeals	Number	Rate
Affirmed	2,396	94.6
Modified/Reversed	98	3.8
Pending	37	1.5
Withdrawn	2	0.1
Total	2,533	100.0

Original Grievances

According to the Chief Inspector's 2005 Annual Report, an "original grievance" is a grievance that is filed against the Warden or Institution Inspector and submitted directly to the Chief Inspector's office. In 2005, the Chief Inspector received 510 Original Grievances. The Warren Correctional Institution ranked tenth in the number of Original Grievances, with a total of in 2005.

Table 37: Number of Original Grievances Filed in 2005

Institutions	Original Grievances
Southern Ohio Correctional Facility	84
Marion Correctional Institution	59
Chillicothe Correctional Institution	34
Madison Correctional Institution	28
North Central Correctional Institution	28
Trumbull Correctional Institution	28
Allen Correctional Institution	24
Lebanon Correctional Institution	21
Toledo Correctional Institution	21
Warren Correctional Institution	19
Ohio State Penitentiary	18
Mansfield Correctional Institution	17
Pickaway Correctional Institution	17
Belmont Correctional Institution	15
Corrections Medical Center	12
London Correctional Institution	12
Southeastern Correctional Institution	12
Grafton Correctional Institution	11
Richland Correctional Institution	11
Ross Correctional Institution	8
Lake Erie Correctional Institution	7
Ohio Reformatory for Women	7
Lorain Correctional Institution	6
Noble Correctional Institution	6
North Coast Correctional Treatment Facility	3
Correctional Reception Center	2
Hocking Correctional Facility	0
Montgomery Education and Pre-Release Center	0
Oakwood Correctional Facility	0
Franklin Pre-Release Center	0
Dayton Correctional Institution	0
Northeast Pre-Release Center	0
Total	510

Of the 510 original grievances submitted by the DRC institutions, 469 (92%) of the appeals were affirmed. The number and rate of the appeals by type is listed below:

Table 38: Number and Rate of Original Grievances by Type of Disposition

Appeals	Number	Rate
Dismissed	469	92.0
Resolved	31	6.0
Pending	3	0.6
Withdrawn	7	1.4
Total	510	100.0

Retaliation

According to the Inmate Handbook, the DRC is committed to maintain a safe, secure and humane environment for inmates and staff and recognizes that an effective grievance procedure goes hand-in-hand with this commitment. Inmates are encouraged to use the grievance procedure in order to resolve complaints, which cannot be effectively resolved by unit staff. They are protected in several ways from any form of reprisals.

Section H of the inmate grievance procedure states the following: **retaliation or the threat of retaliation for the use of the inmate grievance procedure is strictly prohibited. Any alleged or threatened retaliation may be pursued through the inmate grievance procedure. Appropriate disciplinary action shall be taken against any employee found to be in violation of this section.**

INVESTIGATIONS

While The Institutional Inspectors primary focus is addressing issues and concerns of inmates regarding institution policies, the Institutional Investigators are focused on issues that involve illegal substances, assaults, or professional misconduct.

The 2005 Chief Inspector Annual Report provided information regarding the Investigator's Yearly Caseload. The information on the following page pertains to January through December of 2005:

Table 39: 2005 Warren Correctional Institution Investigator Caseload

Type of Investigation	Total Number of Initiated Investigations in 2005	Total Number of Investigations Closed in 2005	Total Number of Investigations Still Open by 2006
Drug-Related	37	37	0
Inmate/Visitor	29	29	0
Other	3	3	0
Positive Urinalysis	3	3	0
Staff/Inmate	2	2	0
Assault Related	28	28	0
Inmate on Inmate	14	14	0
Inmate on Staff	7	7	0
Sexual Assault	7	7	0
Staff Related	9	9	0
Staff Misconduct	6	6	0
Staff/Inmate Relationship	3	3	0
Other Investigations	194	194	0
Background Checks	194	194	0
Total	268	268	0
Percentage	100%	100%	0

Based on the data above, the majority of investigations fell under the "Other" category with 194 investigations. According to the Chief Inspector's Annual Report, the majority of the investigations pertain to background checks. The Warren Correctional Institution had an outstanding rate of completing their investigations. All of the 268 investigations that were initiated in 2005 were completed. By comparison, DRC Investigators system-wide initiated 6,678 cases and completed 6,003 of the cases for a rate of 89.9%. The number of cases in 2005 includes those that were carried over from 2004.

According to the 2005 Chief Inspector's Annual Report, the highest number of investigations initiated in 2005 concerned inmates testing positive for drug use (747), followed by categories of inmate-on-inmate assaults (305), staff misconduct (301), drugs-inmate/visitor (233), drugs-other (205), and staff-inmate relationships (164).

SEARCHES, SEIZURES, AND SHAKEDOWNS

Based on to the 2005 Chief Inspector's Annual Report, the Warren Correctional Institution performed 26 searches in calendar year 2005. Information regarding the searches performed by the institution and system-wide are provided on the following page.

Table 40: Searches Performed by the Warren Correctional Institution in CY 2005

Type of Search	Number of Searches Performed in CY 2005
Visitor Strip	22
Canine Search	3
Employee Strip/Pat Down	1
Total	26

Table 41: Searches Performed by all DRC Institutions in CY 2005

Type of Search	Number of Searches Performed in CY 2005
Employee Pat Down	545
Canine Search	97
Visitor Strip	86
Major Shakedown	61
Total	789

According to above data, the largest number of searches conducted at the Warren Correctional Institution was 22 visitor strip searches. Strip searches are often given to visitors of inmates who may be suspected of carrying contraband into the facility. By comparison, the DRC system-wide reported 86 visitor strip searches. The largest number of searches system-wide were employee pat downs with 545.

In addition to searches, the Institution Inspector is responsible for confiscating contraband items. Contraband items include Marijuana, Crack/Cocaine, Heroin, and drug paraphernalia such as syringes. Based on the 2005 Chief Inspector's Annual Report, the Warren Correctional Institution had no confiscated items in the above contraband categories in the 2005 calendar year. However, the DRC institutions provided the following data on the confiscated contraband for 2005:

Table 42: DRC System-wide Confiscated Contraband in CY 2005

Type of Contraband	Amount
Marijuana (grams)*	3380.69 g (120.74 oz)
Cocaine (grams)	84.19 g (3.01 oz)
Pills (grams)	340.5
Heroin (grams)	21.0 g (.75 oz)
Hooch (gallons)**	578.75

* It should be noted that several institutions also reported the confiscation of marijuana joints and balloons that were not weighed.

** The confiscation and destruction of hooch varies across institutions and may not have included Investigator involvement. Institutions who reported a zero may only indicate that the Investigator did not have involvement in the confiscation and destruction.

*** Other contraband confiscated that is not listed above includes three Cell phones; one Handgun; \$3725.41 in cash; 150 shanks; 10 syringes.

When Warren Correctional Institution is compared to the DRC system-wide data regarding confiscated drugs, it is a strong indication of the staff's ability to reach inmates in the substance abuse and narcotics anonymous programs that are a vital part of recovery services.

CIIC DATABASE

Contacts

The CIIC Database from January 2005 through July 2006 shows that 171 contacts were received from inmates at the Warren Correctional Institution. In that same time period, the CIIC Database shows that a total of 2,698 contacts were received system-wide. Thus, contacts from the Warren Correctional Institution composed of 6.3% of the total contacts received for this time period.

Logged Concerns

Each contact may contain several concerns related to different subject areas. According to the CIIC Database, a total of 611 concerns were logged from January 2005 through July 2006. The chart below provides a breakdown of the subject areas and the number of complaints:

**Table 43: Type of Concerns Received at the Warren Correctional Institution
January 2005 through July 2006**

AREA OF CONCERN	Number	PERCENT
Use of Force/Inappropriate Supervision	85	13.9 %
Staff Accountability	76	12.4 %
Non-Grievable	56	9.2 %
Inmate Grievance Procedure	51	8.3 %
Protective Control	46	7.5 %
Institution Assignment	44	7.2 %
Health	43	7.0 %
Other	36	5.9 %
Special Management Housing	26	4.3 %
Mail/Package	23	3.8%
Security Classification	22	3.6 %
Personal Property	16	2.6 %
Food Service	12	1.9 %
Housing Assignment	11	1.8 %
Psychological/ Psychiatric	9	1.5 %
Safety and Sanitation	9	1.5 %
Inmate Account	8	1.3 %
Legal Services	6	0.9 %
Commissary	5	0.8 %
Discrimination	5	0.8 %
Facilities Maintenance	4	0.7 %
Education	3	0.5 %
Job Assignment	3	0.5 %
Recovery Services	3	0.5 %
Visiting	3	0.5 %
Recovery Services	2	0.3 %
Religion	2	0.3 %
Laundry	1	0.2 %
Telephone	1	0.2 %
TOTAL	611	100.00 %

The most cited area of concern was in the Force/Supervision category, with 85 total logged concerns. The Force/Supervision category includes Use of Force, abusive language, and racial or ethnic slurs, conduct report with no reason, intimidation/threats, retaliation, privacy violations, and harassment.

The second most cited area of concern regarded staff accountability. This category includes an inmate's access to staff, failure of staff to perform job duties, failure of staff to respond to communication, and failure to follow policies.

All inquiries made to Warren Correctional Institution in the 2005 calendar year have been answered in a prompt and thorough manner. In 2005, CIIC made nine inquiries to the Warren Correctional Institution. As of July 2006, 12 inquiries have been made since January 2006 including five for request for protective control/personal safety, three regarding force/supervision, and one each for fear of retaliation, segregation and security classification, inappropriate supervision, and use of force. Several of the inquiries were made from inmate correspondence that was received after the CIIC inspection.

Inmate Correspondence

Inmate correspondence includes letters from inmates as well as letters and phone calls from family and friends calling on behalf of inmates to relay concerns. As previously stated, CIIC has received 171 letters outlining 611 concerns expressed by inmates. Approximately eight of the contacts were received after the May 19, 2006 inspection. CIIC often receives an increase in the number of contacts from an institution that was recently inspected. The inspections have helped initiate communication with inmates who are not familiar with the CIIC, while also re-establishing communication with inmates who have communicated with CIIC in the past. The communication CIIC receives from inmates often expresses some of the issues that were brought to our attention during the inspection. However, many inmates who do not feel comfortable in discussing their issues to CIIC staff during the inspections are more willing to relay them in a letter. The following table summarizes the issues expressed in the eight contacts CIIC has received since the inspections:

Table 44: Contacts Received From Warren Correctional Institution Since May 19, 2006

Date Received	Summary of the Concern
05/24/2006	Inmate accused the law library clerk of over charging inmates for assistance. Inmates have been charged for help and then charged again by the clerk to make the corrections. He would hate to see what happens if the law clerk cons the wrong man.
05/30/2006	Inmate expressed concern as to why he could not receive a reduction in his Security Level although he has enough points to do so. Was told it is because of his time to see the Parole Board.
06/16/2006	Inmate alleged that a Correctional Officer had been harassing him since he filed an informal complaint against her. Inmate accused the Officer of using abusive language towards him and writing false conduct reports on him. Inmate also accused a Unit Staff member of using abusive language towards him and using racial slurs. The Unit Staff member allegedly got in his face, smacked him four times in the head, punched him in the stomach, slammed his head against the wall, tripped him, and kicked him in the face while he was on the ground. Inmate states that he was taken to medical, but no pictures were taken. Inmate also stated that he believed his safety is at risk, officers are allegedly spitting in his food, staff are tampering with his mail, and they will not let him talk to anyone. Inmate makes allegations that a Unit Staff member told everybody that he tried to kick him in his privates. The inmate believes that the staff are trying to get him sent to the Southern Ohio Correctional Facility. He states he has filed ICR's , but has seen them ripped up.
06/16/06	Inmate alleges that the Medical staff has purposely given false information to the Institution Inspector and Chief Inspector 's Office to mislead them in their investigation of whether he was ordered to receive a special diet. The inmate further stated that he was ordered to have a special diet, and without a special diet he will starve. He said that he wrote a grievance, which was denied as well as the appeal.
06/21/2006	Inmate relayed concerns during WCI Inspection pertaining to his medical treatment--specifically, surgery.
06/19/2006	Inmate was concerned that the Protective Custody unit is being transferred to SOCF from WCI.
07/03/2006	Inmate states that any letter sent to him, which contains a money order, is not delivered to him and the money order is not posted to his account, for a period of two to three weeks.
07/04/2006	Inmate states he is feeling much better. He states he still hears voices, but they do not tell him to hurt himself.

A letter received from an inmate on July 3, 2006 expressed concern regarding the new policy for receiving money orders. The inmate believes the letter is “unofficial” because it does not have signatures of anyone in authority at the DRC Central Office. The inmate provided CIIC a copy of the letter, which has been attached below:

**NOTICE TO THE INMATE POPULATION AT
WARREN CORRECTIONAL INSTITUTION**

A new system will be installed in the Cashier's Office in August 2006. In order to process money orders, the complete name and address of the sender must be "LEGIBLE".

Effective August 1, 2006, all incoming money orders must be legible and contain the senders entire address. Any money orders received after this date that are not legible or does not contain the entire address of the sender will be held in the mailroom as contraband.

If we are unable to read the sender name and complete address, the money order(s) will be confiscated. A complete address contains a house or building number, street name, City, State and Zip Code. If the sender uses a Post Office box, they will need to include their PO Box Number along with a street address.

If a money order is not legible and contain all the above listed information, it will be returned to the sender at YOUR EXPENSE. Any money order that is to be returned will be done within a 10-day period and/or confiscated.

It is your responsibility to notify persons who send you money orders of this notice.

Although the inmate felt the letter was not valid because it did not have signatures from DRC staff members, it should be noted that the memo is on DRC letterhead.

CONCLUDING COMMENTS

Although the atmosphere was relaxed and calm, some inmates voiced concerns. One inmate expressed concern regarding the confiscation of his personal property. According to the inmate, a Correctional Officer allegedly confiscated 40 cigars without reason. According to the inmate, the Officer did not issue a conduct report or provide an explanation as to why the cigars were being confiscated. The inmate also reported that the Officer allegedly tried coercing his cellmate into writing a statement that the inmate tried to attack the Officer on the day the cigars were confiscated. The inmate stated that he documented the incident in an informal complaint and later in a grievance. The inmate had a proof of purchase for the items that were confiscated. Another inmate made allegations that an Officer confiscated personal items and later gave them to other inmates. CIIC staff notified the Warden in the closing discussion at the end of the inspection.

Most comments from the inmates regarding staff were positive. One inmate's comments in particular were especially significant, citing two staff as the reason for his major turnaround. It is encouraging to see inmates openly discuss how a program and/or staff have had a positive effect on their life. Although programs are in place at nearly every institution, the encounter with the above referenced inmates demonstrated the tremendous positive difference that can be made by staff.