



Department of  
Rehabilitation & Correction

John R. Kasich, Governor  
Gary C. Mohr, Director

May 31, 2016

Sheriff Stephen Levorchick  
Ottawa County Detention Facility  
315 Madison St., Room 110  
Port Clinton, Ohio 43452

RE: 2015 – Annual Jail Inspection

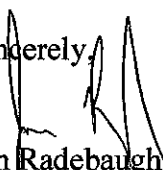
Dear Sheriff Levorchick,

The Bureau of Adult Detention has received the Plans of Action and additional corrective material you forwarded to our office in response to the annual inspection of the Ottawa County Detention Facility on February 9<sup>th</sup> & 10<sup>th</sup>, 2016. We appreciate your efforts in attempting to maintain compliance with the Standards for Jails in Ohio.

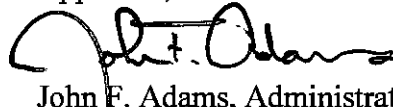
I have reviewed the provided materials. The documentation will increase the level of compliance for the Ottawa County Detention Facility on specific standards reviewed during the 2015 inspection. The facility is now in compliance with Jail Standard: 5120: 1-8-09(Q) which is an “Essential” Standard. The facility remains out of compliance with the following “Important” Jail Standards: 5120: 1-8-04(A)(4)(a); -04(B); -11(A); and -18(A)(1)(2). The Ottawa County Detention Facility is now compliant with 100% of the Essential Standards and at least 90% of the Important Standards making it a “**Compliant Jail**”.

Your continuing effort to maintain compliance with the Standards for Jails in Ohio is to be commended. The Bureau encourages the jail to correct the remaining deficiencies noted in the inspection report prior to the next jail inspection. Congratulations and thank you for your cooperation in the 2015 annual inspection process.

Sincerely,

  
Jon Radebaugh, Assistant Administrator  
ODRC/Bureau of Adult Detention  
Office: (614) 752-0911  
Email: [jon.radebaugh@odrc.state.oh.us](mailto:jon.radebaugh@odrc.state.oh.us)

Approved,

  
John F. Adams, Administrator  
ODRC/Bureau of Adult Detention  
Office: (614) 752-1834  
Email: [john.adams@odrc.state.oh.us](mailto:john.adams@odrc.state.oh.us)

cc: Bill Marshall, Jail Administrator  
Ottawa County Board of Commissioners  
File

# Ohio | Department of Rehabilitation & Correction

John R. Kasich, Governor  
Gary C. Mohr, Director

April 13, 2016

Sheriff Stephen Levorchick  
Ottawa County Minimum Security Jail  
1862 East Perry Street  
Port Clinton, Ohio 43452

RE: 2015 Annual Jail Inspection

Sheriff Levorchick:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Ottawa County Minimum Security Jail, was inspected on February 9<sup>th</sup> & 10<sup>th</sup>, 2016. The inspection was restricted to assessing compliance with a group of one hundred and twelve (112) standards, selected from the Minimum Standards for Jails in Ohio promulgated by the Department of Rehabilitation and Correction. The group of standards being inspected focused on reception & release, classification, security, housing, sanitation and environmental conditions, communication, visitation, medical, food service, recreation, inmate discipline, administrative segregation, grievance, staffing, and staff training. Please note that this inspection does not reflect a comprehensive evaluation of the overall jail condition. The inspection consisted of this Inspector receiving and/or reviewing requested documentation and/or materials, touring selected areas of the jail, and having a brief interview with Jail Administrator Donald Lochotzki.

The total actual housing capacity for the Ottawa County Minimum Security Jail is (48), consisting of (40) adult males, (8) adult females, (0) mixed (either adults or juveniles), and (0) special housing beds. On the date of the actual jail inspection, there were (50) inmates incarcerated in the Ottawa County Minimum Security Jail. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is (48), which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Ottawa County Minimum Security Jail is in compliance with the following standards:

5120:1-8-01 (A)(01); -01(A)(3); -01(A)(4); -01(A)(7); -01(A)(9); -01(A)(12); -02(B)(1); -02(B)(2); -02(B)(4); -02(D); -03(A)(1); -03(A)(3); -03(A)(4); -03(A)(5); -03(A)(6); -03(A)(7); -03(B)(2); -03(B)(4); -03(B)(5); -03(B)(6); -03(B)(7); -03(B)(8); -03(B)(9); -03(B)(10); -03(B)(10)(b); -03(B)(10)(c); -03(B)(10)(d); -03(B)(11)(b); -03(B)(11)(c); -03(B)(12); -03(B)(15); -03(B)(16); -03(B)(17)(a); -04(A)(4)(A); -04(B); -04(C); -04(D); -04(E); -04(F); -04(G); -04(H); -04(J); -04(A)(4)(K); -05(A); -05(B); -05(C); -05(E); -05(G)(1); -05(G)(2); -05(H)(3); -05(I); -05(J); -05(K); -05(L); -05(M); -05(N); -05(O); -05(P); -05(Q); -06(B); -06(C); -06(G); -07(A); -07(D); -07(E); -07(H); -07(I); -09(A); -09(B); -09(C); -09(D); -09(E); -09(F); -09(G); -09(H); -09(J); -09(K); -09(M); -09(N); -09(P); -09(R); -09(U); -09(V); -09(W); -09(X); -10(A); -10(B); -10(C); -10(D); -10(E); -11(A); -11(B); -11(E); -12(B); -12(C); -12(F); -12(G); -12(H); -15(B); -15(D); -15(E); -16(A); -17(D); -17(E); -17(F); -17(G); -18(B); -18(C); -18(D); -18(E).

The Ottawa County Minimum Security Jail did not comply with (2) of the standards upon which the facility was inspected. This letter is intended to serve as a basis for developing plans of action for bringing the facility into compliance with the deficiencies noted during the inspection.

5120:1-8-09(Q)(Essential): Each full-service jail shall ensure pregnant inmates shall receive appropriate and timely pre-natal care, delivery and postpartum care, as determined by the health authority. At the time of the inspection, the Health Authority had not signed off on the policy.

5120:1-8-18(A)(1)(2)(Important): Each full-service jail shall ensure jail support staff with routine contact shall receive training in pertinent agency policies and procedures prior to or in conjunction with assignment to jail duties. During the first year of assignment, they must receive twenty four hours of training including legal aspects of corrections, basic security concepts, emergency preparedness, interpersonal communications, first aid/CPR, unarmed self-defense, and Standards for Jails in Ohio. They must also receive two hours of in-service training each subsequent year of employment addressing specific job assignments and/or jail related issues. Training files and/or other verification of the required training could not be produced by Jail Administration at the time of the inspection.

Plan of action forms are enclosed. Completed form(s) and/or corrective materials addressing the noted deficiencies must be completed and returned to Assistant Bureau Administrator Jon Radebaugh (jon.radebaugh@odrc.state.oh.us ) within 45 days of receipt of this correspondence. Please feel free to contact me if you need assistance or clarification in this effort. The

Department remains available to discuss the aspects of this report or to provide reference materials or assistance as desired.

Sincerely,



Steve D. Holland, State Jail Inspector

Bureau of Adult Detention

1580 State Route 56 NE

London, OH 43140

(614) 981-2040

Email: [stephen.holland@odrc.state.oh.us](mailto:stephen.holland@odrc.state.oh.us)

cc: John F. Adams (ODRC)

Ottawa County Board of Commissioners

Donald Lochotzki, Jail Administrator

File



Department of  
Rehabilitation & Correction

John R. Kasich, Governor  
Gary C. Mohr, Director

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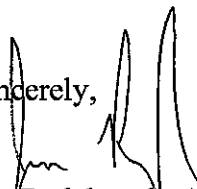
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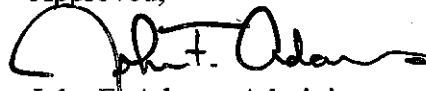
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The total actual housing capacity for the Ottawa County Detention Facility is (39), consisting of (32) adult males, (5) adult females, (0) mixed (either adults or juveniles), and (2) special housing beds. On the date of the actual jail inspection, there were (45) inmates incarcerated in the Ottawa County Detention Facility. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is (39), which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Ottawa County Detention Facility is in compliance with the following standards:

5120:1-8-01 (A)(01); -01(A)(3); -01(A)(4); -01(A)(7); -01(A)(9); -01(A)(12); -02(B)(1); -02(B)(2); -02(B)(4); -02(D); -03(A)(1); -03(A)(3); -03(A)(4); -03(A)(5); -03(A)(6); -03(A)(7); -03(B)(2); -03(B)(4); -03(B)(5); -03(B)(6); -03(B)(7); -03(B)(8); -03(B)(9); -03(B)(10); -03(B); (10)(b); -03(B)(10)(c); -03(B)(10)(d); -03(B)(11)(b); -03(B)(11)(c); -03(B)(12); -03(B)(15); -03(B)(16); -03(B)(17)(a); -04(C); -04(D); -04(E); -04(F); -04(G); -04(H); -04(J); -04(A)(4)(K); -05(A); -05(B); -05(C); -05(E); -05(G)(1); -05(G)(2); -05(H)(3); -05(I); -05(J); -05(K); -05(L); -05(M); -05(N); -05(O); -05(P); -05(Q); -06(B); -06(C); -06(G); -07(A); -07(D); -07(E); -07(H); -07(I); -09(A); -09(B); -09(C); -09(D); -09(E); -09(F); -09(G); -09(H); -09(J); -09(K); -09(M); -09(N); -09(P); -09(R); -09(U); -09(V); -09(W); -09(X); -10(A); -10(B); -10(C); -10(D); -10(E); -11(B); -11(E); -12(B); -12(C); -12(F); -12(G); -12(H); -15(B); -15(D); -15(E); -16(A); -17(D); -17(E); -17(F); -17(G); -18(B); -18(C); -18(D); -18(E).

The Ottawa County Detention Facility did not comply with (5) of the standards upon which the facility was inspected. This letter is intended to serve as a basis for developing plans of action for bringing the facility into compliance with the deficiencies noted during the inspection.

5120:1-8-04(A)(4)(A)(Important): Each full service jail shall provide inmates with sufficient dayroom space as mandated by the Ohio Jail Standards. All dayroom spaces must provide housed inmates with at least 35 square feet of day space per inmate. The jail has exceeded the Bureau Recommended Capacity for their facility and does not possess enough day space for each inmate.

5120:1-8-04(B)(Important): Each full-service jail shall ensure seating shall be provided in holding areas, housing cells, dormitories, dayrooms and eating areas for each inmate. At their current capacity, the jail does not provide sufficient seating for inmates.

5120:1-8-09(Q)(Essential): Each full-service jail shall ensure pregnant inmates shall receive appropriate and timely pre-natal care, delivery and postpartum care, as determined by the health authority. At the time of the inspection, the health authority had not signed off on the policy.

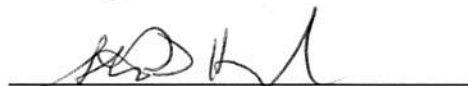
5120:1-8-11(A)(Important): Each full-service jail shall ensure that exercise and/or equipment for inmates shall be provided and the jail shall further ensure that inmates are offered at least five hours per week. During the inspection, it was observed that due to the age and layout of the facility, the facility does not provide any areas that can be utilized for inmate recreation. At their current capacity, the jail is unable to comply with this standard.

5120:1-8-18(A)(1)(2)(Important): Each full-service jail shall ensure jail support staff with routine contact shall receive training in pertinent agency policies and procedures prior to or in conjunction with assignment to jail duties. During the first year of assignment, they must receive twenty four hours of training including legal aspects of corrections, basic security concepts,

emergency preparedness, interpersonal communications, first aid/CPR, unarmed self-defense, and Standards for Jails in Ohio. They must also receive two hours of in-service training each subsequent year of employment addressing specific job assignments and/or jail related issues. Training files and/or other verification of the required training could not be produced by Jail Administration at the time of the inspection.

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