

Ohio | Department of Rehabilitation & Correction

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

March 21, 2016

Sheriff David Doak
Portage County Justice Center
8240 Infirmery Road
Ravenna, Ohio 44266

RE: 2015-Annual Jail Inspection/Plans of Action

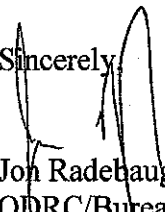
Dear Sheriff Doak:

The Bureau of Adult Detention has received the Plans of Action you provided to our office in response to the 2015 annual jail inspection of the Portage County Justice Center. We appreciate your efforts in attempting to maintain compliance with the Standards for Jails in Ohio.

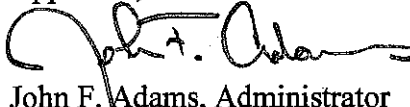
I have reviewed the provided material. The documentation will increase the level of compliance for the Portage County Justice Center on a specific standard reviewed this year. The facility is now in compliance with Jail Standard: 5120: 1-8-18(A)(1),(2). The facility remains out of compliance with Jail Standard: 5120: 1-8-05(L). The plan of action submitted for Standard 5120: 1-8-05(L) appears to reflect a long term resolution to the deficiency. The Portage County Justice Center will remain a *Status Jail* until the next inspection or until the remaining corrective action is completed.

Please feel free to contact me if you have questions or concerns relating to this correspondence. As always, the Bureau remains available to provide technical assistance upon request.

Sincerely,


Jon Radebaugh, Assistant Administrator
ODRC/Bureau of Adult Detention
Office: (614) 752-0911
Email: 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

cc: Portage County Board of Commissioners
Captain Ricky Neal, Jail Administrator
File

December 2, 2015

Sheriff David Doak
Portage County Justice Center
8240 Infirmary Road
Ravenna, Ohio 44266

RE: 2015 Annual Jail Inspection

Dear Sheriff Doak,

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Portage County Justice Center, a full-service jail, was inspected on October 20th and 21st, 2015. The inspection was restricted to assessing compliance with a group of one hundred and seventeen (117) standards, selected from the Standards for Jails in Ohio promulgated by the Bureau of Adult Detention. The group of standards being inspected focused on reception and release, classification, security, housing, sanitation and environmental conditions, communication, visitation, medical/mental health, food service, recreation and programming, inmate discipline, administrative segregation, grievance, staffing, and staff training. 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 Captain Ricky Neal, Jail Administrator.

The total actual general housing capacity for the Portage County Justice Center is (220); consisting of (178) adult males, (34) adult females, and (8) Special Housing Capacity (Medical, Segregation, and Disciplinary: adult males, adult females and juveniles). On the date of the jail inspection, there were (211) inmates incarcerated in the Portage County Justice Center. The Bureau of Adult Detention recommended housing capacity for the jail is (220), which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Bureau's recommended capacity figure. The Portage County Justice Center (FS) is in compliance with the following standards below, additionally please note standards with the asterisk (*) indicating the approved variance (11-24-2015).

The Portage County Justice Center (FS) is in compliance with the following standards:

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

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

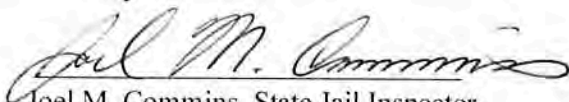
The Portage County Justice Center did not comply with (2) of the standards upon which the facility was inspected. This letter is intended to serve as a basis for developing plans of action for bringing the facility into compliance with the deficiencies noted during the inspection.

5120:1-8-05(L) (Essential): Each full-service jail shall ensure the jail is inspected annually by a certified local or state fire inspector applying the applicable jurisdictional and Ohio Fire Code. The jail shall have a written plan to correct any jail related deficiencies. The jail shall maintain documentation of the inspections and any corrective measures taken. On 10-28-15, State Fire Marshal Sherry Maag conducted an inspection of the Portage County Justice Center which revealed deficiencies.

5120:1-8-18(A) (1), (2) (Important): Each full-service jail shall ensure jail support staff with routine contact shall receive training and 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 Bureau remains available to discuss the aspects of this report or to provide reference materials or assistance as desired.

Sincerely,



Joel M. Commins, State Jail Inspector
ODRC/Bureau of Adult Detention
615 West Superior Avenue, 9th Floor
Cleveland, Ohio 44113
Telephone: (216) 787-4902
Cellular: (614) 354-4245
Email: Joel.Commins@odrc.state.oh.us

cc: John F. Adams, Bureau Administrator
Portage County Board of Commissioners
Captain Ricky Neal, Jail Administrator
File