



Department of  
Rehabilitation & Correction

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

02/14/2017

Chief Rodney Muterspaw  
Middletown City Jail  
1 Donham Plaza  
Middletown, OH 45042

RE: 2016 Annual Jail Inspection

Dear Chief Rodney Muterspaw:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Middletown City Jail, a full service jail, was inspected on 11/28/2016. The inspection was restricted to assessing compliance with a group of standards, selected from the 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 and Mental Health Services, 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 discussions with various jail staff.

The total actual general housing capacity for the Middletown City Jail is 70. On the date of the jail inspection, there were 52 inmates incarcerated in the Middletown City Jail. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 34, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Middletown City Jail (Full Service Jail) is in compliance with 106 standards, 50 "Essential", and 56 "Important".

5120:1-8-01 (A)(10); -01 (A)(11); -01 (A)(13); -01 (A)(14); -01 (A)(15); -01 (A)(2); -01 (A)(5); -01 (A)(6); -01 (A)(8); -02 (A); -02 (B)(3); -02 (B)(5); -03 (A)(1); -03 (A)(4); -03 (A)(5); -03 (A)(6); -03 (A)(7); -03 (B)(1); -03 (B)(10)(a); -03 (B)(10)(b); -03 (B)(10)(c); -03 (B)(10)(d); -03 (B)(11)(a); -03 (B)(11)(b); -03 (B)(11)(c); -03 (B)(13); -03 (B)(14); -03 (B)(3); -03 (B)(4); -03 (B)(5); -03 (B)(6); -03 (B)(7); -03 (B)(9); -04 (A)(1); -04 (I); -04 (K); -04 (L); -05 (A); -05 (B); -05 (C); -05 (D); -05 (E); -05 (F); -05 (H)(1); -05 (H)(2); -05 (H)(4); -05 (H)(5); -05 (H)(6); -05 (L); -05 (M); -05 (P); -05 (Q); -06 (A); -06 (D); -06 (F); -06 (H); -07 (B); -07 (C); -07 (F); -07 (G); -07 (J); -09 (A); -09 (AA); -09 (B); -09 (C); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (I); -09 (J); -09 (K); -09 (L); -09 (M); -09 (N); -09 (O); -09 (P); -09 (Q); -09 (R); -09 (S); -09 (U); -09 (V); -09 (W); -09 (X); -09 (Y); -09 (Z); -10 (A); -10 (B); -10 (C); -10 (E); -10 (G)(1); -10 (G)(2); -11 (C); -11 (D); -12 (A); -12 (D); -12 (E); -12 (I); -15 (A); -15 (C); -15 (F); -16 (B); -17 (A); -17 (B); -17 (C);

The Middletown City Jail did not comply with 6 standards, 3 "Essential", and 3 "Important". 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.

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (3) (Essential) A secure booking and release area.

Comments: At the time of the inspection the booking and release area were not secure from the rest of the jail. Jail officials should secure the booking and release area as to control access and passage through.

5120:1-8-04 (A) (2) Housing Cells: (b) (Important) One hundred square feet with seven feet least dimension for double occupancy, stacked bunks, one hundred ten square feet with nine feet least dimension for double occupancy, single bunks.

Comments: On the day of the inspection, double bunked cells were found to lack the required square footage. Jail officials should reduce the population to the Bureau Recommended Capacity.

5120:1-8-05 (G): The jail shall maintain documentation that the following standards are met with regard to interior lighting: G3): (Important) Lighting in inmate sleeping areas shall be reducible to between two and four foot-candles, measured thirty inches above the floor.

Comments: At the time of the inspection light readings provided did not specify location or time of day. Jail officials should provide readings specifying when and where they were taken to be checked for compliance.

5120:1-8-05 (O) (Essential) Fire drills shall be conducted every three months on each shift.

Comments: At the time of the inspection the documentation provided showed 2nd shift was over by a month on the fire drills (2/23/16 -6/23/16). Jail officials should make sure fire drills are conducted every three months on each shift.

5120:1-8-09 (T) (Important) Emergency response plan - The health aspects of the emergency response plan (mass disaster drill & man down drill). Emergency medical care, including first aid and basic life support, is provided by all health care professionals and those health-trained correctional staff specifically designated by the jail administrator. All staff responding to medical emergencies are certified in cardiopulmonary resuscitation (CPR) in accordance with the recommendations of certifying health organizations.

Comments: At the time of inspection correction officers were not all certified in CPR and all are considered 1st responders. Jail officials should make sure all officers get and remain certified due to being 1st responders in medical emergencies. The jail has taken steps to make this happen. Jail officials should forward documentation to the Bureau once all Corrections staff are trained and certified.

5120:1-8-10 (F) (Essential) All persons involved in the preparation of food shall receive a pre-assignment medical examination and annual re-examinations.

Comments: At the time of inspection the documents provided, 10-14 medical assessments did not specify if these were inmates or staff and if these were the forms used for food service as pre-assignment and annual re-exam. Need to put in policy how this is done and what forms are used and for whom.

Plan of action forms are enclosed. Completed form(s) and/or corrective materials addressing the noted deficiencies must be completed and submitted through the Ohio Jail Management System (OHJMS) at [www.OHJMS.Intelligrants.com](http://www.OHJMS.Intelligrants.com) within 45 days of receipt of this correspondence. Please feel free to contact the Bureau 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,

*Steve D. Holland*

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Stephen Holland, State Jail Inspector  
Bureau of Adult Detention  
1580 St Rt 56  
London, Ohio 43140  
Phone: (614) 981-2040  
Email: [stephen.holland@odrc.state.oh.us](mailto:stephen.holland@odrc.state.oh.us)



Department of  
Rehabilitation & Correction

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

May 30, 2017

Chief Rodney Muterspaw  
Middletown City Jail  
1 Donham Plaza  
Middletown, Ohio 45042

RE: 2016 – Annual Jail Inspection

Dear Chief Muterspaw,

The Bureau of Adult Detention has received the Plans of Action and Variance Requests you forwarded to our office in response to the annual inspection of the Middletown City Jail on November 28, 2016. 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 Middletown City Jail on Important Standard: 5120: 1-08-05(G)(3). Additionally, a Variance Request for Essential Jail Standard 5120: 1-8-03(B)(10)(b) was granted on 1/18/17. The facility remains out of compliance with Jail Standards: 5120: 1-8-03(A)(3)(Essential); -04(A)(2)(b)(Important); -05(O)(Essential); -09(T)(Important); and -10(F)(Essential). The Middletown City Jail will remain a Status Jail until the next inspection or until corrective action has been 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](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: Lt. Leanne Hood, Jail Administrator  
Mayor Lawrence Mulligan Jr.  
File



Department of  
Rehabilitation & Correction

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

02/09/2017

Sheriff Richard Jones  
Butler County Correctional Complex  
705 Hanover Street  
Hamilton, OH 45011

RE: 2016 Annual Jail Inspection

Dear Sheriff Richard Jones:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Butler County Correctional Complex, a full service jail, was inspected on 08/29/2016. The inspection was restricted to assessing compliance with a group of standards, selected from the 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 and Mental Health Services, 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 discussions with various jail staff.

The total actual general housing capacity for the Butler County Correctional Complex is 844. On the date of the jail inspection, there were 830 inmates incarcerated in the Butler County Correctional Complex. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 756, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Butler County Correctional Complex (Full Service Jail) is in compliance with 112 standards, 52 "Essential", and 60 "Important".

5120:1-8-01 (A)(10); -01 (A)(11); -01 (A)(13); -01 (A)(14); -01 (A)(15); -01 (A)(2); -01 (A)(5); -01 (A)(6); -01 (A)(8); -02 (A); -02 (B)(3); -02 (B)(5); -03 (A)(1); -03 (A)(3); -03 (A)(4); -03 (A)(5); -03 (A)(6); -03 (A)(7); -03 (B)(1); -03 (B)(10)(a); -03 (B)(10)(b); -03 (B)(10)(c); -03 (B)(10)(d); -03 (B)(11)(a); -03 (B)(11)(b); -03 (B)(11)(c); -03 (B)(13); -03 (B)(14); -03 (B)(3); -03 (B)(4); -03 (B)(5); -03 (B)(6); -03 (B)(7); -03 (B)(9); -04 (A)(1); -04 (A)(2a); -04 (A)(2b); -04 (A)(3); -04 (I); -04 (L); -05 (A); -05 (B); -05 (C); -05 (D); -05 (E); -05 (F); -05 (H)(1); -05 (H)(2); -05 (H)(4); -05 (H)(5); -05 (H)(6); -05 (L); -05 (M); -05 (O); -05 (P); -05 (Q); -06 (A); -06 (D); -06 (F); -06 (H); -07 (B); -07 (C); -07 (F); -07 (G); -07 (J); -09 (A); -09 (AA); -09 (B); -09 (C); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (I); -09 (J); -09 (K); -09 (L); -09 (M); -09 (N); -09 (O); -09 (P); -09 (Q); -09 (R); -09 (S); -09 (T); -09 (U); -09 (V); -09 (W); -09 (X); -09 (Y); -09 (Z); -10 (A); -10 (B); -10 (C); -10 (E); -10 (F); -10 (G)(1); -10 (G)(2); -11 (C); -11 (D); -12 (A); -12 (D); -12 (E); -12 (I); -15 (A); -15 (C); -15 (F); -16 (B); -17 (A); -17 (B); -17 (C);

The Butler County Correctional Complex did not comply with 1 standards, 0 "Essential", and 1 "Important". 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 (G): The jail shall maintain documentation that the following standards are met with regard to interior lighting: G3): (Important) Lighting in inmate sleeping areas shall be reducible to between two and four foot-candles, measured thirty inches above the floor.

The Butler County Correctional Complex is in compliance with 100% of the Essential Standards and at least 90% of the Important Standards meeting the requirements of a "Compliant Jail". It should be noted however; the jail did not comply with 1 of the Important 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 back into compliance with the remaining deficiencies noted during the inspection.

The Bureau of Adult Detention encourages the jail to correct the remaining deficiencies noted in the inspection report prior to the next annual jail inspection. Plan of Action forms are enclosed and can be submitted through the Ohio Jail Management System (OHJMS) at [www.OHJMS.Intelligrants.com](http://www.OHJMS.Intelligrants.com). Feel free to contact the Bureau if you need assistance or clarification in this effort. The Bureau remains available to discuss the aspects of this report and to provide reference materials or assistance as desired.

Sincerely,



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Stephen Holland, State Jail Inspector  
Bureau of Adult Detention  
1580 St Rt 56  
London, Ohio 43140  
Phone: (614) 981-2040  
Email: [stephen.holland@odrc.state.oh.us](mailto:stephen.holland@odrc.state.oh.us)



Department of  
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**John R. Kasich**, Governor  
**Gary C. Mohr**, Director

02/09/2017

Sheriff Richard Jones  
Butler County Resolutions Complex  
442 S. Second Street  
Hamilton, OH 45011

RE: 2016 Annual Jail Inspection

Dear Sheriff Richard Jones:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Butler County Resolutions Complex, a full service jail, was inspected on 08/29/2016. The inspection was restricted to assessing compliance with a group of standards, selected from the 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 and Mental Health Services, 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 discussions with various jail staff.

The total actual general housing capacity for the Butler County Resolutions Complex is 371. On the date of the jail inspection, there were 77 inmates incarcerated in the Butler County Resolutions Complex. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 245, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Butler County Resolutions Complex (Full Service Jail) is in compliance with 112 standards, 52 "Essential", and 60 "Important".

5120:1-8-01 (A)(10); -01 (A)(11); -01 (A)(13); -01 (A)(14); -01 (A)(15); -01 (A)(2); -01 (A)(5); -01 (A)(6); -01 (A)(8); -02 (A); -02 (B)(3); -02 (B)(5); -03 (A)(1); -03 (A)(3); -03 (A)(4); -03 (A)(5); -03 (A)(6); -03 (A)(7); -03 (B)(1); -03 (B)(10)(a); -03 (B)(10)(b); -03 (B)(10)(c); -03 (B)(10)(d); -03 (B)(11)(a); -03 (B)(11)(b); -03 (B)(11)(c); -03 (B)(13); -03 (B)(14); -03 (B)(3); -03 (B)(4); -03 (B)(5); -03 (B)(6); -03 (B)(7); -03 (B)(9); -04 (A)(1); -04 (A)(2a); -04 (A)(2b); -04 (A)(3); -04 (I); -04 (L); -05 (A); -05 (B); -05 (C); -05 (D); -05 (E); -05 (F); -05 (H)(1); -05 (H)(2); -05 (H)(4); -05 (H)(5); -05 (H)(6); -05 (L); -05 (M); -05 (O); -05 (P); -05 (Q); -06 (A); -06 (D); -06 (F); -06 (H); -07 (B); -07 (C); -07 (F); -07 (G); -07 (J); -09 (A); -09 (AA); -09 (B); -09 (C); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (I); -09 (J); -09 (K); -09 (L); -09 (M); -09 (N); -09 (O); -09 (P); -09 (Q); -09 (R); -09 (S); -09 (T); -09 (U); -09 (V); -09 (W); -09 (X); -09 (Y); -09 (Z); -10 (A); -10 (B); -10 (C); -10 (E); -10 (F); -10 (G)(1); -10 (G)(2); -11 (C); -11 (D); -12 (A); -12 (D); -12 (E); -12 (I); -15 (A); -15 (C); -15 (F); -16 (B); -17 (A); -17 (B); -17 (C);

The Butler County Resolutions Complex did not comply with 1 standards, 0 "Essential", and 1 "Important". 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 (G): The jail shall maintain documentation that the following standards are met with regard to interior lighting: G3): (Important) Lighting in inmate sleeping areas shall be reducible to between two and four foot-candles, measured thirty inches above the floor.

The Butler County Resolutions Complex is in compliance with 100% of the Essential Standards and at least 90% of the Important Standards meeting the requirements of a "Compliant Jail". It should be noted however; the jail did not comply with 1 of the Important 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 back into compliance with the remaining deficiencies noted during the inspection.

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