



Department of
Rehabilitation & Correction

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

03/20/2018

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

RE: 2017 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 10/31/2017. 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 798 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 102 standards, 44 "Essential", and 58 "Important".

5120:1-8-01 (A)(1); -01 (A)(3); -01 (A)(4); -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)(a); -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); -04 (B); -04 (C); -04 (D); -04 (E); -04 (F); -04 (G); -04 (H); -04 (J); -04 (K); -05 (A); -05 (B); -05 (C); -05 (G)(1); -05 (G)(2); -05 (H)(3); -05 (I); -05 (J); -05 (K); -05 (N); -05 (O); -05 (Q); -06 (C); -06 (G); -07 (A); -07 (D); -07 (E); -07 (H); -07 (I); -09 (A); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (J); -09 (K); -09 (M); -09 (P); -09 (Q); -09 (U); -09 (W); -09 (X); -10 (A); -10 (B); -10 (C); -10 (D); -10 (E); -10 (F); -10 (G)(1); -10 (G)(2); -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 (E); -17 (F); -17 (G); -18 (A); -18 (B); -18 (C); -18 (D); -18 (E);

The Butler County Correctional Complex did not comply with 12 standards, 8 "Essential", and 4 "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.

5120:1-8-01 (A) (7) (Important) The jail shall develop and implement policies and procedures governing strip

searches and body cavity searches during reception in consultation with the county prosecutor, city attorney or law director consistent with section 2933.32 of the Revised Code.

Comments: On the date of the inspection the policy provided was not signed off by the county prosecutor, city attorney or law director consistent with section 2933.32 of the Revised Code. Jail officials should create policy in consultation with county prosecutor, city attorney or law director.

5120:1-8-04 (A) (4) Full service jails shall provide inmates with sufficient space. The jail shall maintain documentation regarding square footage and maximum occupancy figures for all housing and holding areas, and shall comply with the following minimum requirements: Dayspace: (Important) Thirty-five square feet per number of occupants occupying the dayspace at one time. Minimum size of one hundred five square feet.

Comments: On the day of the inspection the facility was over the BRC. Jail officials should maintain inmate population at the approved BRC.

5120:1-8-05 (E) (Essential) The jail shall be inspected annually by local or state health authorities and a written report shall be provided. There shall be a written plan to correct jail-related deficiencies.

Comments: On the day of the inspection the only health inspection provided was for the kitchen, the whole jail must be inspected by the health department. Furthermore the jail needs a plan to correct jail-related deficiencies.. Jail officials should make sure the whole facility is inspected annually by local health authorities.

5120:1-8-05 (L) (Essential) The jail shall be inspected annually by a certified local or state fire safety 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.

Comments: On the date of the inspection there was no plan to correct any jail-related deficiencies. Jail officials should update policy to reflect how jail-related deficiencies are corrected.

5120:1-8-05 (M) (Essential) The jail shall have a written fire safety plan approved by local fire officials, and that is reviewed annually and updated as needed. The plan shall include fire prevention, training and drills, fire response and post-fire documentation and review. A current copy of the plan shall be maintained at the local fire department.

Comments: On the date of the inspection the policy and documentation did not meet all aspects of the standard. Jail officials should update the policy to hit all aspects of this standard.

5120:1-8-05 (P) (Essential) Jail furnishings shall meet fire safety performance standards.

Comments: On the day of the inspection documentation provided did not meet the standard. Jail officials need to download documentation from the catalog where they order their furnishings, showing they meet fire safety performance requirements.

5120:1-8-06 (B) (Important) Incoming and outgoing inmate mail, correspondence and packages shall be opened and inspected to intercept contraband or non permitted items. The jail shall document procedures for the appropriate disposition of intercepted items.

Comments: On the day of the inspection policy provided does meet the standard. The standard states that all outgoing mail must be opened and inspected. Jail officials should update policy and procedure to meet this standard.

5120:1-8-09 (B) (Essential) Inmate pre-screen. Before acceptance into jail, health-trained personnel shall inquire about, but not be limited to the following conditions and the health authority shall develop policies for the acceptance or denial of admission for:

(1) Suicide thoughts/plan.

- (2) Current serious or potentially serious medical or mental health issues needing immediate attention.
- (3) The use of taser, pepper spray or other less lethal use of force during arrest.

Comments: On the day of the inspection no documentation was provided that the pre-screen questions were asked before acceptance or denial. Jail officials should make sure the above pre-screen questions are being asked and documented before acceptance into the jail.

5120:1-8-09 (C) (Essential) Receiving screen. Health trained personnel, in accordance with protocols established by the health authority, shall perform a written medical, dental and mental health receiving screening on each inmate upon arrival at the jail and prior to being placed in general population.

(1) Inquiry includes at least the following:

- (a) Current and past illness and health problems;
- (b) Current and past dental problems;
- (c) Current and past mental health problems;
- (d) Allergies;
- (e) Current medications for medical and mental health;
- (f) Hospitalizations for medical or mental health purpose(s);
- (g) Special health needs;
- (h) Serious infection or communicable illness(s);
- (i) Use of alcohol and drugs including types, amounts and frequency used, date or time of last use and history of any problems after ceasing use i.e. withdrawal symptoms;
- (j) Suicidal risk assessment;
- (k) Possibility of pregnancy;
- (l) Other health problems as designated by the health authority.

(2) Observation of the following:

- (a) Behavior including state of consciousness, mental health status, appearance, conduct, tremors and sweating;
- (b) Body deformities and ease of movement;
- (c) Condition of skin, including trauma markings, bruises, lesions, jaundice, rashes, infestations and needle marks or other indications of drug abuse.

(3) Medical disposition of inmate:

- (a) General population;
- (b) General population with prompt referral to appropriate health or mental health services;
- (c) Referral for emergency treatment;
- (d) Medical observation/isolation;
- (e) Mental health observation/precautions;
- (f) Documentation of date, time and signature and title of person completing screening.

Comments: On the day of the inspection documentation provided did not show dental or pregnancy questions furthermore there was no indication of how or where inmate would be placed as determined by screening. Jail officials should make sure all aspects of this standard are incorporated into there screening.

5120:1-8-09 (N) (Essential) Suicide prevention program. The health authority shall have a plan for identifying and responding to suicidal and potentially suicidal inmates. The plan components shall include:

- (1) Identification - The receiving screening form contains observation and interview items related to the inmate's potential suicide risk. Circumstances include but are not limited to: profound incidents/issues, court dates, loss of significant others either by accident, natural causes or by suicide, sentencing, divorce, rejection, bad news, after a humiliating issue, etc. may be high risk periods for inmates.
- (2) Training - Staff members who work with inmates are trained to recognize verbal and behavioral cues that indicate potential suicide and how to respond appropriately. The plan includes initial and annual training.
- (3) Assessment - The plan specifies a suicide risk assessment and level system. The assessment needs to be completed every time an inmate is identified as being or potentially being suicidal, or if circumstances change. Only a qualified mental health professional may remove inmates from suicide risk status.
- (4) Housing - The plan must designate the housing beds/units for the suicidal or potentially suicidal inmates.
- (5) Monitoring - The plan specifies the procedures for monitoring an inmate who has been identified as potentially suicidal. A suicidal inmate is checked at varied intervals not to exceed ten minutes. Regular documented supervision is

maintained. Inmates are placed in a designated cell, all belongings removed and other prevention precautions initiated, as appropriate.

(6) Referral - The plan specifies the procedures for referring a potentially suicidal inmate and attempted suicides to a mental health care provider or facility, and includes timeframes.

(7) Communication - The plan specifies for ongoing communications (oral and written), notifications between health care and correctional personnel regarding the status of suicidal inmates.

(8) Intervention - The plan addresses how to handle a suicide in progress, including first-aid measures.

(9) Notification - The plan includes procedures of notifying the jail administrator, outside authorities and family members of completed suicides. The plan shall consider safety and security issues when it comes to notification.

(10) Reporting - The plan includes procedures for documenting, monitoring and reporting attempted or completed suicides. Completed suicides are immediately reported to the coroner/medical examiner and the division of parole and community services within thirty days of the incident.

(11) Review - The plan specifies procedures for medical and administrative review if a suicide or a serious suicide attempt occurs.

(12) Critical incident debriefing - The plan specifies the procedures for offering critical incident debriefing to affected staff and inmates.

Comments: On the day of the inspection, documentation and policy provided did not meet all aspects of this standard. Jail officials should review and update this policy to reflect all aspects of this standard. Also it should be noted that the 10 minute checks were not being done in accordance with standard or policy.

5120:1-8-09 (V) (Essential) Special nutritional and medical diets. Inmate diets are modified when ordered by the appropriate licensed individual to meet specific requirements related to clinical conditions.

Comments: On the day of the inspection documentation downloaded was for a religious diet. Jail officials should download a copy of a medical diet form as verification.

5120:1-8-17 (D) (Important) There shall be a written, implemented staffing plan that includes jail personnel assignments, days of the week and hours of the day that assignments are covered and any deviations from the plan with respect to weekends, holidays or other atypical situations.

(1) The plan shall include all posts and functions, a calculated shift relief factor, sufficient numbers of male and female jail staff on-duty and available to perform sensitive functions and procedures as necessary by inmate gender, and total number of employees required to fill identified posts and functions.

(2) The plan shall reflect that the jail has staff for administration and supervision; inmate programs; inmate supervision, custody and back up; support services including medical, food service, maintenance and clerical; staff training; and other jail-related functions such as escort and transportation of inmates.

(3) The staffing plan shall be reviewed once a year by the jail administrator and revised as needed.

Comments: On the day of the inspection the staffing plan provided was for the patrol division, not jail furthermore it did not appear to be update annually. Jail officials should do a staffing plan with a calculated shift relief and it should be updated annually.

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 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

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

Ohio | Department of Rehabilitation & Correction

John R. Kasich, Governor
Stuart C. Hudson, Interim Director

September 19, 2018

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

RE: 2017 – Annual Jail Inspection

Dear Sheriff Jones,

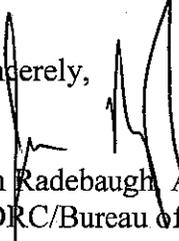
The Bureau of Adult Detention has received the corrective material you submitted through the Ohio Jail Management System (OHJMS) in response to the annual inspection of the Butler County Correctional Complex on October 31, 2017. We appreciate your efforts in attempting to maintain compliance with the Standards for Jails in Ohio.

I have reviewed the provided materials. The documentation will increase the level of compliance for the Butler County Correctional Complex on specific standards reviewed last year. The facility is now in compliance with Jail Standards: 5120: 1-8-05(E)(Essential); -05(L)(Essential); -05(M)(Essential); -05(P)(Essential); -06(B)(Important); -09(B)(Essential); -09(C)(Essential); -09(N)(Essential); -09(V)(Essential); and -17(D)(Important). Additionally, the plans of action submitted for the remaining deficiencies appear to identify the proposed means for bringing the Butler County Correctional Complex back into compliance with these Standards.

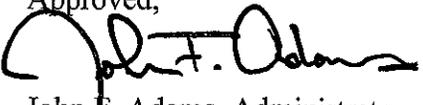
The Butler County Correctional Complex is now compliant with 100% of the Essential Standards and at least 90% of the Important Standards, meeting the requirements of a “**Compliant Jail**”.

Your continuing effort to maintain compliance with the Minimum Standards for Jails in Ohio is to be commended. Congratulations and thank you for your cooperation in the 2017 annual inspection process.

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: Lt. Rob Clendenin
Butler County Commissioners
File



Department of
Rehabilitation & Correction

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

03/21/2018

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

RE: 2017 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 10/31/2017. 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 191 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 98 standards, 43 "Essential", and 55 "Important".

5120:1-8-01 (A)(1); -01 (A)(3); -01 (A)(4); -01 (A)(9); -01 (A)(12); -02 (B)(1); -02 (B)(2); -02 (B)(4); -02 (D); -03 (A)(2); -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)(a); -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); -04 (A)(4); -04 (D); -04 (E); -04 (J); -04 (K); -05 (A); -05 (B); -05 (C); -05 (G)(1); -05 (G)(2); -05 (H)(3); -05 (I); -05 (J); -05 (K); -05 (N); -05 (Q); -06 (C); -06 (F); -06 (G); -07 (A); -07 (D); -07 (E); -07 (H); -07 (I); -09 (A); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (J); -09 (K); -09 (M); -09 (P); -09 (Q); -09 (U); -09 (W); -09 (X); -10 (A); -10 (B); -10 (C); -10 (D); -10 (E); -10 (F); -10 (G)(1); -10 (G)(2); -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 (E); -17 (F); -17 (G); -18 (A); -18 (B); -18 (C); -18 (D); -18 (E);

The Butler County Resolutions Complex did not comply with 17 standards, 9 "Essential", and 8 "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.

5120:1-8-01 (A) (7) (Important) The jail shall develop and implement policies and procedures governing strip

searches and body cavity searches during reception in consultation with the county prosecutor, city attorney or law director consistent with section 2933.32 of the Revised Code.

Comments: On the day of the inspection the policy provided was not signed off by the county prosecutor, city attorney, or law director consistent with section 2933.323 of the revised code. Jail officials should create a policy in consultation with county prosecutor, city attorney, or law director.

5120:1-8-04 (B) (Important)) Seating shall be provided in holding areas, holding cells, housing cells, dormitories, dayrooms and eating areas for each inmate.

Comments: On the day of the inspection some dorms were short on seats. Jail officials should make sure there is adequate seating in all inmate living areas.

5120:1-8-04 (C) (Important) Single cells/rooms and multiple occupancy cells/rooms/dormitories shall have an air circulation of fifteen cubic feet of outside or recirculated filtered air per minute per occupant or as required by the local authority having jurisdiction. Documentation from a qualified source shall be maintained by the jail.

Comments: On the day of the inspection no documentation was provided for this standard. Jail officials should download documentation as verification of this standard.

5120:1-8-04 (F) (Important) Toilet facilities at a minimum of one operable toilet for every twelve occupants.

Comments: On the day of the inspection two dorms were over on the 1/12 inmate to toilet ratio. Jail officials should maintain a 1 toilet to every 12 inmates ratio.

5120:1-8-04 (G) (Important) Shower facilities at a minimum of one operable shower for every twelve occupants. Water temperatures shall be controlled thermostatically in a range from one hundred five to one hundred twenty degrees Fahrenheit.

Comments: On the day of the inspection two dorms were over on the 1/12 inmate to shower ratio. Furthermore shower temperatures were running too low (101 degrees). Jail officials should maintain a 1 shower to every 12 inmates ratio and maintain shower temperatures between 105 & 120 degrees. .

5120:1-8-04 (H) (Important) One operable wash basin with hot and cold potable water for every twelve occupants.

Comments: On the day of the inspection two dorms were over on the 1/12 inmate to operable wash basin with hot and cold potable water ratio. Jail officials should maintain a 1 operable wash basin with hot and cold potable water to every 12 inmates ratio.

5120:1-8-05 (E) (Essential) The jail shall be inspected annually by local or state health authorities and a written report shall be provided. There shall be a written plan to correct jail-related deficiencies.

Comments: On the day of the inspection the only health inspection provided was for the kitchen, the whole jail must be inspected by the health department. Furthermore the jail needs a plan to correct Jail-related deficiencies. Jail officials should make sure the whole facility is inspected annually by local health authorities.

5120:1-8-05 (L) (Essential) The jail shall be inspected annually by a certified local or state fire safety 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.

Comments: On the date of the inspection there was no plan to correct any jail-related deficiencies. Jail officials should update policy to reflect how jail-related deficiencies are corrected.

5120:1-8-05 (M) (Essential) The jail shall have a written fire safety plan approved by local fire officials, and that is reviewed annually and updated as needed. The plan shall include fire prevention, training and drills, fire response and post-fire documentation and review. A current copy of the plan shall be maintained at the local fire department.

Comments: On the date of the inspection the policy and documentation did not meet all aspects of the standard. Jail officials should update the policy to hit all aspects of this standard.

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

Comments: On the day of the inspection documentation provided did not meet the standard. Jail officials should provided documentation that one fire drill was done on each shift every three months apart.

5120:1-8-05 (P) (Essential) Jail furnishings shall meet fire safety performance standards.

Comments: On the day of the inspection documentation provided did not meet the standard. Jail officials need to download documentation from the catalog where they order there furnishings, showing they meet the fire safety performance standard.

5120:1-8-06 (B) (Important) Incoming and outgoing inmate mail, correspondence and packages shall be opened and inspected to intercept contraband or non permitted items. The jail shall document procedures for the appropriate disposition of intercepted items.

Comments: On the day of the inspection policy provided does not meet the standard. The standard states that all outgoing mail shall be opened and inspected. Jail officials should update policy and procedure to meet this standard.

5120:1-8-09 (B) (Essential) Inmate pre-screen. Before acceptance into jail, health-trained personnel shall inquire about, but not be limited to the following conditions and the health authority shall develop policies for the acceptance or denial of admission for:

- (1) Suicide thoughts/plan.
- (2) Current serious or potentially serious medical or mental health issues needing immediate attention.
- (3) The use of taser, pepper spray or other less lethal use of force during arrest.

Comments: On the day of the inspection no documentation was provided that the pre-screen questions were being asked before acceptance or denial. Jail officials should make sure the above pre-screen questions are being asked and documented before acceptance into the jail.

5120:1-8-09 (C) (Essential) Receiving screen. Health trained personnel, in accordance with protocols established by the health authority, shall perform a written medical, dental and mental health receiving screening on each inmate upon arrival at the jail and prior to being placed in general population.

- (1) Inquiry includes at least the following:
 - (a) Current and past illness and health problems;
 - (b) Current and past dental problems;
 - (c) Current and past mental health problems;
 - (d) Allergies;
 - (e) Current medications for medical and mental health;
 - (f) Hospitalizations for medical or mental health purpose(s);
 - (g) Special health needs;
 - (h) Serious infection or communicable illness(s);
 - (i) Use of alcohol and drugs including types, amounts and frequency used, date or time of last use and history of any problems after ceasing use i.e. withdrawal symptoms;
 - (j) Suicidal risk assessment;
 - (k) Possibility of pregnancy;
 - (l) Other health problems as designated by the health authority.

(2) Observation of the following:

(a) Behavior including state of consciousness, mental health status, appearance, conduct, tremors and sweating;

(b) Body deformities and ease of movement;

(c) Condition of skin, including trauma markings, bruises, lesions, jaundice, rashes, infestations and needle marks or other indications of drug abuse.

(3) Medical disposition of inmate:

(a) General population;

(b) General population with prompt referral to appropriate health or mental health services;

(c) Referral for emergency treatment;

(d) Medical observation/isolation;

(e) Mental health observation/precautions;

(f) Documentation of date, time and signature and title of person completing screening.

Comments: On the day of the inspection documentation provided did not show dental or pregnancy questions furthermore there was no indication of how or where inmate would be placed as determined by screening. Jail officials should make sure all aspects of this standard are incorporated into there screening.

5120:1-8-09 (N) (Essential) Suicide prevention program. The health authority shall have a plan for identifying and responding to suicidal and potentially suicidal inmates. The plan components shall include:

(1) Identification - The receiving screening form contains observation and interview items related to the inmate's potential suicide risk. Circumstances include but are not limited to: profound incidents/issues, court dates, loss of significant others either by accident, natural causes or by suicide, sentencing, divorce, rejection, bad news, after a humiliating issue, etc. may be high risk periods for inmates.

(2) Training - Staff members who work with inmates are trained to recognize verbal and behavioral cues that indicate potential suicide and how to respond appropriately. The plan includes initial and annual training.

(3) Assessment - The plan specifies a suicide risk assessment and level system. The assessment needs to be completed every time an inmate is identified as being or potentially being suicidal, or if circumstances change. Only a qualified mental health professional may remove inmates from suicide risk status.

(4) Housing - The plan must designate the housing beds/units for the suicidal or potentially suicidal inmates.

(5) Monitoring - The plan specifies the procedures for monitoring an inmate who has been identified as potentially suicidal. A suicidal inmate is checked at varied intervals not to exceed ten minutes. Regular documented supervision is maintained. Inmates are placed in a designated cell, all belongings removed and other prevention precautions initiated, as appropriate.

(6) Referral - The plan specifies the procedures for referring a potentially suicidal inmate and attempted suicides to a mental health care provider or facility, and includes timeframes.

(7) Communication - The plan specifies for ongoing communications (oral and written), notifications between health care and correctional personnel regarding the status of suicidal inmates.

(8) Intervention - The plan addresses how to handle a suicide in progress, including first-aid measures.

(9) Notification - The plan includes procedures of notifying the jail administrator, outside authorities and family members of completed suicides. The plan shall consider safety and security issues when it comes to notification.

(10) Reporting - The plan includes procedures for documenting, monitoring and reporting attempted or completed suicides. Completed suicides are immediately reported to the coroner/medical examiner and the division of parole and community services within thirty days of the incident.

(11) Review - The plan specifies procedures for medical and administrative review if a suicide or a serious suicide attempt occurs.

(12) Critical incident debriefing - The plan specifies the procedures for offering critical incident debriefing to affected staff and inmates.

Comments: On the day of the inspection, documentation and policy provided did not meet all aspects of this standard. Jail officials should review and update this policy to reflect all aspects of this standard. Also it should be noted that the 10 minute checks were not being done in accordance with standard or policy.

5120:1-8-09 (V) (Essential) Special nutritional and medical diets. Inmate diets are modified when ordered by the appropriate licensed individual to meet specific requirements related to clinical conditions.

Comments: On the day of the inspection documentation provided was for a religious diet. Jail officials should download a copy of a medical diet form, signed off by qualified staff as verification.

5120:1-8-17 (D) (Important) There shall be a written, implemented staffing plan that includes jail personnel assignments, days of the week and hours of the day that assignments are covered and any deviations from the plan with respect to weekends, holidays or other atypical situations.

(1) The plan shall include all posts and functions, a calculated shift relief factor, sufficient numbers of male and female jail staff on-duty and available to perform sensitive functions and procedures as necessary by inmate gender, and total number of employees required to fill identified posts and functions.

(2) The plan shall reflect that the jail has staff for administration and supervision; inmate programs; inmate supervision, custody and back up; support services including medical, food service, maintenance and clerical; staff training; and other jail-related functions such as escort and transportation of inmates.

(3) The staffing plan shall be reviewed once a year by the jail administrator and revised as needed.

Comments: On the day of the inspection the staffing plan provided was for the patrol division, not jail furthermore it did not appear to be update annually. Jail officials should do a staffing plan with a calculated shift relief and it should be updated annually.

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 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,



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

Ohio | Department of Rehabilitation & Correction

John R. Kasich, Governor
Stuart C. Hudson, Interim Director

September 19, 2018

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

RE: 2017 – Annual Jail Inspection

Dear Sheriff Jones,

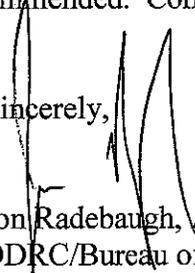
The Bureau of Adult Detention has received the corrective material you submitted through the Ohio Jail Management System (OHJMS) in response to the annual inspection of the Butler County Resolutions Complex on October 31, 2017. We appreciate your efforts in attempting to maintain compliance with the Standards for Jails in Ohio.

I have reviewed the provided materials. The documentation will increase the level of compliance for the Butler County Correctional Complex on specific standards reviewed last year. The facility is now in compliance with Jail Standards: 5120: 1-8-05(E)(Essential); -05(L)(Essential); -05(M)(Essential); -05(O)(Essential); -05(P)(Essential); -06(B)(Important); -09(B)(Essential); -09(C)(Essential); -09(N)(Essential); -09(V)(Essential); and -17(D)(Important). Additionally, the plans of action submitted for the remaining deficiencies appear to identify the proposed means for bringing the Butler County Resolutions Complex back into compliance with these Standards.

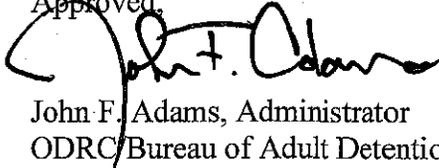
The Butler County Resolutions Complex is now compliant with 100% of the Essential Standards and at least 90% of the Important Standards, meeting the requirements of a “**Compliant Jail**”.

Your continuing effort to maintain compliance with the Minimum Standards for Jails in Ohio is to be commended. Congratulations and thank you for your cooperation in the 2017 annual inspection process.

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: Lt. Rob Clendenin
Butler County Commissioners
File

Ohio | Department of Rehabilitation & Correction

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

June 18, 2018

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

RE: 2017 – Annual Jail Inspection

Dear Chief Muterspaw,

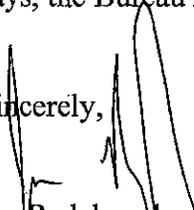
The Bureau of Adult Detention has received the plans of action and corrective material you submitted through the Ohio Jail Management System (OHJMS) in response to the annual inspection of the Middletown City Jail on November 8, 2017. We appreciate your efforts in attempting to maintain compliance with 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 Jail Standard: 5120: 1-08-17(D)(Important). A variance was granted for Standard 5120: 1-08-04(C)(Important). Variances submitted for Jail Standards 5120: 1-08-03(A)(3)(Essential); -04(B)(Important); and -04(J)(Important) were denied.

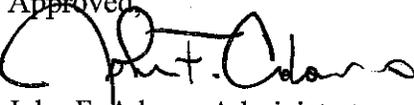
The Plans of Action submitted for the remaining deficiencies appear to identify the proposed means for bringing the Middletown City Jail back into compliance with these Standards. We encourage you to implement these changes as soon as possible. The Middletown City Jail will remain a *Status Jail* until the next inspection or until the remaining 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

Approved


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

cc: Major Leanne Hood, Jail Administrator
Mayor Larry Mulligan Jr.
File



Department of
Rehabilitation & Correction

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

03/29/2018

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

RE: 2017 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 11/08/2017. 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 72 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 102 standards, 52 "Essential", and 50 "Important".

5120:1-8-01 (A)(1); -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)(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)(a); -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); -04 (D); -04 (F); -04 (K); -05 (A); -05 (B); -05 (C); -05 (E); -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 (Q); -09 (R); -09 (U); -09 (V); -09 (W); -09 (X); -10 (A); -10 (B); -10 (C); -10 (D); -10 (E); -10 (F); -10 (G)(1); -10 (G)(2); -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 (E); -17 (G); -18 (A); -18 (B); -18 (D); -18 (E);

The Middletown City Jail did not comply with 12 standards, 1 "Essential", and 11 "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: On the day of the inspection the booking and release area were not secure from the rest of the jail facility. Jail officials should work to secure the booking area to control access and passage through.

5120:1-8-04 (A) (4) Full service jails shall provide inmates with sufficient space. The jail shall maintain documentation regarding square footage and maximum occupancy figures for all housing and holding areas, and shall comply with the following minimum requirements: Dayspace: (Important) Thirty-five square feet per number of occupants occupying the dayspace at one time. Minimum size of one hundred five square feet.

Comments: On the day of the inspection the jail was well over the BRC. Jail officials should maintain jail population within the BRC.

5120:1-8-04 (B) (Important) Seating shall be provided in holding areas, holding cells, housing cells, dormitories, dayrooms and eating areas for each inmate.

Comments: On the day of the inspection there was insufficient seating for the number of inmates incarcerated. Jail officials should provide seating for all inmates incarcerated in the facility.

5120:1-8-04 (C) (Important) Single cells/rooms and multiple occupancy cells/rooms/dormitories shall have an air circulation of fifteen cubic feet of outside or recirculated filtered air per minute per occupant or as required by the local authority having jurisdiction. Documentation from a qualified source shall be maintained by the jail.

Comments: On the day of the inspection no documentation was provided showing compliance with the standard. Jail officials should submit documentation of circulation of fifteen cubic feet of outside or recirculated filtered air per minute per occupant.

5120:1-8-04 (E) (Important) Sanitation facilities shall include access to an operable flush toilet and lavatory with hot and cold potable water on a twenty-four hour a day basis without staff assistance.

Comments: On the day of the inspection hot and cold potable water on a twenty-four hour a day basis without staff assistance. Jail officials should provide hot and cold potable water on a twenty-four hour a day basis without staff assistance.

5120:1-8-04 (G) (Important) Shower facilities at a minimum of one operable shower for every twelve occupants. Water temperatures shall be controlled thermostatically in a range from one hundred five to one hundred twenty degrees Fahrenheit.

Comments: On the day of the inspection there was not enough showers for proper ratios in the female housing. Jail officials should maintain populations within the BRC. Furthermore water temperature was over the 120 degree Fahrenheit.

5120:1-8-04 (H) (Important) One operable wash basin with hot and cold potable water for every twelve occupants.

Comments: On the day of the inspection hot water was not available through the in house wash basins and was provided by staff two times a day. Jail officials should make sure that one operable wash basin with hot and cold potable water for every twelve occupants is provided.

5120:1-8-04 (J) (Important) Natural light shall be provided in housing units, dorms, cells and/or dayspaces.

Comments: On the day of the inspection no natural light is provided. Jail officials should work on a solution to provide natural light to inmates.

5120:1-8-05 (G) The jails shall maintain documentation that the following standards are met with regard to interior lighting: (1) (Important) At least twenty foot-candles, measured thirty inches above the floor, in inmate reading areas.

Comments: On the day of the inspecting lighting readings were not with range for compliance for this standard. Jail officials should maintain lighting at levels to meet the standard.

5120:1-8-05 (G) The jails shall maintain documentation that the following standards are met with regard to interior lighting: (2) (Important) At least fifteen foot-candles, measured thirty inches above the floor, in inmate accessible areas.

Comments: On the day of the inspecting lighting readings were not with range for compliance for this standard. Jail officials should maintain lighting at levels to meet the standard.

5120:1-8-17 (D) (Important) There shall be a written, implemented staffing plan that includes jail personnel assignments, days of the week and hours of the day that assignments are covered and any deviations from the plan with respect to weekends, holidays or other atypical situations.

(1) The plan shall include all posts and functions, a calculated shift relief factor, sufficient numbers of male and female jail staff on-duty and available to perform sensitive functions and procedures as necessary by inmate gender, and total number of employees required to fill identified posts and functions.

(2) The plan shall reflect that the jail has staff for administration and supervision; inmate programs; inmate supervision, custody and back up; support services including medical, food service, maintenance and clerical; staff training; and other jail-related functions such as escort and transportation of inmates.

(3) The staffing plan shall be reviewed once a year by the jail administrator and revised as needed.

Comments: On the day of the inspection no calculated shift relief factor was provided. Jail officials should complete a calculated shift relief factor.

5120:1-8-18 (C) (Important) Administrators and supervisors shall receive training in addition to the training specified in paragraph (B) of this rule as follows:

(1) Training in jail policies and procedures prior to assignment to jail duties.

(2) During the first year of assignment, forty hours of training including legal aspects of jail management, managerial principles, labor relations, and records/information management.

(3) Eight hours of in-service training each subsequent year of employment addressing special issues, skills-enhancement, and other assignment related topics.

Comments: On the day of the inspection no documentation was provided showing that all supervisors are trained in jail policies or procedures. Furthermore they need forty hours training in legal aspects of jail management, managerial principles, labor relations and records/information management No in service training documentation for supervisors other then jail administrator were submitted. Jail officials should have all supervisors trained to all aspects of the standard.

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 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,



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