



Department of
Rehabilitation & Correction

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

10/18/2018

Sheriff Timothy Zimmerly
Holmes County Jail
8105 Township Rd 574
Holmesville, OH 44633

RE: 2018 Annual Jail Inspection

Dear Sheriff Timothy Zimmerly:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Holmes County Jail, a full service jail, was inspected on 10/17/2018. 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 Holmes County Jail is 58. On the date of the jail inspection, there were 42 inmates incarcerated in the Holmes County Jail. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 58, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure .

The Holmes County Jail (Full Service Jail) is in compliance with 105 standards, 51 "Essential", and 54 "Important".

5120:1-8-01 (A)(2); -01 (A)(5); -01 (A)(6); -01 (A)(8); -01 (A)(11); -01 (A)(13); -01 (A)(14); -01 (A)(15); -02 (A); -02 (B)(6); -03 (A)(1); -03 (A)(3); -03 (A)(4); -03 (A)(5); -03 (A)(6); -03 (A)(7); -03 (B)(1); -03 (B)(3); -03 (B)(4); -03 (B)(5); -03 (B)(6); -03 (B)(7); -03 (B)(9); -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); -04 (A)(1); -04 (A)(2)(a); -04 (A)(2)(b); -04 (I); -04 (K); -04 (L); -05 (A); -05 (B); -05 (C); -05 (D); -05 (E); -05 (F); -05 (G)(3); -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 (G); -07 (J); -09 (A); -09 (B); -09 (C); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (I); -09 (J); -09 (L); -09 (M); -09 (N); -09 (O); -09 (Q); -09 (R); -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);

The Holmes County Jail did not comply with 10 standards, 2 "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) (10) (Important) The jail shall develop, implement, maintain, and update as necessary a set of generally applicable inmate rules. The rules shall be accessible to all inmates and shall provide information regarding

confinement including sleeping hours, meals, mail, work assignments, telephone access, visitation, correspondence, medical care, hygiene, laundry, recreation, programs, rules of conduct, disciplinary procedures and grievance procedures. A staff member or translator shall assist the inmate in understanding the inmate rules if there is a literacy or language problem. The jail shall maintain signed acknowledgements from each inmate acknowledging that the rules were received by and/or explained to them.

Comments: At the time of inspection, the jail policy and procedure needs updated to reflect the current language and intent of the standard, specifically if the inmate has a language or literacy problem. Additionally, during the supporting documentation review, was unable to locate all 14 components indicated for this standard.

5120:1-8-02 (B) (3) (Important) Male and female inmates are supervised if placed together for purposes of programming, transportation or other similar activities

Comments: At the time of inspection, Jail Administration uploaded the policy and procedures that did not evidence compliance for this standard.

5120:1-8-04 (A) (2) Housing Cells: (c) (Important) One hundred forty-five square feet with nine feet least dimension for triple occupancy, stacked bunk and single bunk; one hundred seventy square feet with twelve feet least dimension for triple occupancy, single bunks.

Comments: At the time of inspection, F1 is triple occupancy and only has 128.33 square feet per measurements provided by jail officials. The jail has exceeded the recommended capacity for inmates housed at triple occupancy for this area.

5120:1-8-04 (A) (3) Dormitory Sleeping Space: (a) (Important) Fifty square feet per occupant, except forty-eight square feet in jails constructed prior to 1983, wherein the formula shall be based upon the requirements of paragraph (A)(2)(a) of rule 5120:1-8-04 of the Administrative Code.

Comments: At the time of inspection, the occupancy in G block exceeds the square footage available for this standard.

5120:1-8-07 (F) (Important) Written policy and procedures shall govern contact and special visits.

Comments: At the time of inspection, the jail's current policy and procedures need updated to reflect this standard and components specified.

5120:1-8-09 (K) (Essential) Pharmaceuticals. Pharmaceuticals are managed in accordance with policies and procedures approved by the health authority and in compliance with state and federal laws and regulations and include the following:

- (1) The policies require dispensing and administering prescribed medications by health-trained personnel or professionally trained personnel, adequate management of controlled medications, and provisions of medication to inmates in special management units.
- (2) The jail shall develop a policy, approved by the health authority, regarding incoming medications.

Comments: At the time of inspection, Jail Administration did not upload the required documentation in order to evidence compliance for this standard. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-09 (P) (Essential) Infectious disease control program. The health authority shall have a written infectious disease control program which collaborates with the local health department and shall include, at minimum, an exposure control plan and standard isolation precautions for inmates and staff, which are updated annually. The health authority shall develop written policy and procedure.

Comments: At the time of inspection, Jail Administration did not upload the required documentation in order to evidence

compliance for this standard. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-8-09 (S) (Important) Continuous quality improvement program. The health authority shall develop a continuous quality improvement (CPI) system of monitoring and reviewing, at least annually, the fundamental aspects of the jail's health/mental health care system, including but not limited to: access to care; the intake process; emergency care and hospitalizations; and, adverse inmate occurrences, including all deaths. Periodic chart reviews are included to determine the timeliness and appropriateness of the clinical care provided to inmates.

Comments: At the time of inspection, Jail Administration did not provide supporting documentation (i.e annual review of CQI Program) in order to evidence compliance for this standard.

5120:1-8-09 (AA) (Important) Inmate death. In all inmate deaths, the health authority determines the appropriateness of clinical care; ascertains whether corrective action in the system's policies, procedures, or practices is warranted; and, identifies trends that require further study.

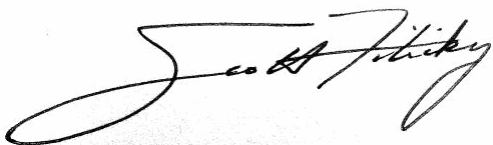
Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified.

5120:1-8-17 (C) (Important) Annual standardized performance reviews of jail employees shall be conducted.

Comments: At the time of inspection, Jail Administration did not upload supporting documentation in order to evidence compliance for this 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,



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