



Department of
Rehabilitation & Correction

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

02/23/2017

Sheriff David Shaffer
Knox County Jail
11540 Upper Gilchrist Road
Mt. Vernon, OH 43050

RE: 2016 Annual Jail Inspection

Dear Sheriff David Shaffer:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Knox County Jail, a full service jail, was inspected on 11/02/2016. 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 Knox County Jail is 109. On the date of the jail inspection, there were 97 inmates incarcerated in the Knox County Jail. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 100, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Knox County Jail (Full Service Jail) is in compliance with 111 standards, 53 "Essential", and 58 "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 (B)(3); -02 (B)(5); -02 (B)(6); -03 (A)(1); -03 (A)(3); -03 (A)(4); -03 (A)(5); -03 (A)(6); -03 (A)(7); -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 (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)(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 (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 Knox County Jail did not comply with 4 standards, 0 "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.

5120:1-8-02 (A) (Important) Each full service jail shall have a written inmate classification system that specifies the

criteria and procedures for determining and changing the classification of inmates to determine the level of custody required, special needs, housing assignment and participation in programming. Each minimum security jail, as defined in paragraph (A)(4) of rule 5120:1-7-02 of the Administrative Code, shall have a written inmate classification system that limits inmates housed in the jail to those sentenced or transferred by order of a judge for a traffic offense, misdemeanor or felony of the fourth or fifth degree that are not offenses of violence as defined in division (A)(9) of section 2901.01 of the Revised Code. The classification system shall include the evaluation of each inmate to determine whether the inmate is suitable to be housed in the minimum security jail. Determination to transfer an inmate from the minimum security jail shall be made by the jail administrator or designee based on the best interests of the inmate, staff and/or the safe, secure operation of the jail.

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

5120:1-8-03 (B) Each full service jail shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained. (1) (Important) Procedures govern availability, control inventory, storage, and use of firearms, less than lethal devices, and related security devices, and specify the level of authority required for their access and use. Chemical agents and electrical disablers are used only with the authorization of the jail administrator or designee. Access to storage areas is restricted to authorized persons and the storage space is located in an area separate and apart from inmate housing or activity areas.

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

5120:1-8-05 (H) The jail shall maintain documentation that the following standards are met with regard to bedding, linens and clothing: (5) (Important) Mattresses shall be cleaned monthly;

Comments: At the time of inspection, the jail did not provide supporting documentation (log) to show adherence for this standard. Issued mattresses shall be cleaned with disinfectant on a monthly basis. This practice shall be documented and supported by written policy and procedure.

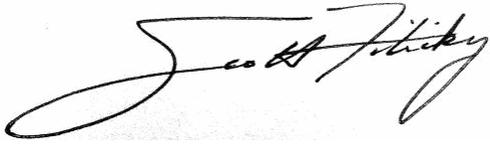
5120:1-8-09 (T) (Important) Emergency response plan - The health aspects of the emergency response plan (mass disaster drill & man down drill). Emergency medical care, including first aid and basic life support, is provided by all health care professionals and those health-trained correctional staff 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, the jail did not provide supporting documentation that an emergency response plan "mass disaster drill & man down drill" had not been completed during this inspection cycle. 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. Additionally, at least one mass disaster drill is conducted annually and the health emergency man-down drill is practiced once a year on each shift where health staff are regularly assigned.

The Knox County Jail 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 4 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. 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,

A handwritten signature in black ink, reading "Scott Filicky". The signature is written in a cursive style with a large, sweeping initial "S".

Scott Filicky, State Jail Inspector
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