



Department of
Rehabilitation & Correction

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

Sheriff Keith Wood
Meigs County Jail
104 East Second Street
Pomeroy, OH 45769

RE: 2018 Annual Jail Inspection

Dear Sheriff Keith Wood:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Meigs County Jail, a 12-day jail, was inspected on 07/24/2018. 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, Violations and Penalties, 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 Meigs County Jail is 5. On the date of the jail inspection, there were 4 inmates incarcerated in the Meigs County Jail. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 5, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure.

The Meigs County Jail (12-Day Jail) is in compliance with 87 standards, 43 "Essential", and 44 "Important".

5120:1-10-01(A)(3); -01(A)(6); -01(A)(8); -01(A)(10); -01(A)(11); -01(A)(14); -01(A)(16); -02(A); -02(B)(1); -02(B)(6); -03(A)(2); -03(A)(3); -03(A)(4); -03(A)(5); -03(A)(6); -03(B)(4); -03(B)(5); -03(B)(6); -03(B)(8); -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)(13); -03(B)(14); -03(B)(16); -03(B)(17); -04(A)(3); -04(D); -04(I); -04(L); -05(A); -05(B); -05(F)(3); -05(G)(1); -05(G)(2); -05(G)(3); -05(J); -05(K); -05(L); -05(N); -05(O); -06(A); -06(C); -06(E); -06(F); -07(B); -07(F); -07(G); -07(J); -09(A); -09(B); -09(C); -09(D); -09(E); -09(F); -09(G); -09(I); -09(L); -09(N); -09(P); -09(Q); -09(R); -09(T); -09(U); -09(V); -09(Y); -10(A); -10(B); -10(C); -10(E); -10(G)(1); -10(G)(2); -11(B); -11(C); -12(A); -12(D); -15(C); -16(A); -17(A); -17(B); -17(C); -17(F); -18(A); -18(E);

The Meigs County Jail did not comply with 19 standards, 9 "Essential", and 10 "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.

5120:1-10-01(A)(15) (Important) Upon an inmate's release to another agency, the jail shall document the following information: (a) The identity of the receiving officer and their agency when jail staff or jail transportation officers transfer physical custody of the inmate to the receiving agency;(c) The time and date of the release;(d) The authority for the

release.

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

5120:1-10-02 (B) Each twelve-day facility shall have written policies, procedures, and practices which complies with the following standards:

(2) (Important) Violent and non-violent inmates are not placed in the same cell or unsupervised areas together.

Comments: Due to the age and layout, the jail is not able to properly separate violent and non-violent inmates as the facility is operating under a modified dormitory status and is dependent on other facilities to take such classifications that doesn't always occur. On the date of the inspection, it was observed and discussed that these classifications had not been separated in a manner to evidence compliance for this standard.

5120:1-10-03 (A) Each twelve-day facility shall maintain the following standards in regard to the security of the jail.

(1) (Essential) An established security perimeter.

Comments: Due to the age and layout of the existing facility it does not provide an established security perimeter required under the Standards for Jails in Ohio. Currently all jail staff have keys to enter from various entries within the Sheriff's Office.

5120:1-10-03(B)(1) (Important) Procedures govern the 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 policy, procedures and practices need updated to reflect the standard and components specified.

5120:1-10-03 (B) Each twelve-day jail shall have written policies and procedures, and practices which evidence that the following standards are maintained.

(7) (Essential) Personal observation checks of inmates shall be conducted at least once every sixty minutes. Observation checks shall be conducted at varying times and shall be documented after completion by the staff person performing the check.

Comments: At the time of inspection, it was observed in supporting documentation that indicated 60 minute personal observation checks had not been conducted in order to evidence compliance for this standard. Personal observation checks of inmates shall be conducted at least once every 60 minutes and conducted at varying times.

5120:1-10-03 (B) Each twelve-day jail shall have written policies and procedures, and practices which evidence that the following standards are maintained.

(9) (Essential) Inmates in physical restraints shall be personally checked by staff every ten minutes. The report of the use of physical restraints will be documented, reviewed and signed off by a non-involved supervisor or higher-ranking personnel. The use of physical restraints will be reviewed for policy compliance by the jail administrator or designee.

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

5120:1-10-04(A)(1)(a) (Important) Sixty square feet for one to three occupants with twenty square feet for each additional occupant up to a maximum of one-hundred and twenty square feet (six occupants).

Comments: Due to the age and layout of the facility, the facility does not provide a holding cell for inmates as

mentioned in this state minimum jail standard.

5120:1-10-05 (C) (Essential) Monthly sanitation, vermin and safety inspections of all areas shall be done by a designated, trained staff person.

Comments: At the time of inspection, Jail Administration provided supporting documentation that did not evidence compliance for this standard.

5120:1-10-05 (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: At the time of inspection, per Jail Administration, the jail had not received an annual health inspection during this inspection cycle.

5120:1-10-05 (M) (Essential) Fire drills shall be conducted every three months on each shift.

Comments: At the time of inspection, it was observed that fire drills had not been completed per standard requirements. Fire drills shall be conducted every three months on each shift.

5120:1-10-07(D) (Important) Visitors shall register upon entry to the jail. The registry shall include the date, visitor names, inmate visited and the length of the visit.

Comments: At the time of inspection, it was observed that the supporting documentation (i.e. visitation log) had not been filled out in its entirety and could not evidence compliance for the visitors length of visit.

5120:1-10-09 (J) (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, the jails current policy and procedures need updated to reflect this standard and components specified.

5120:1-10-09 (K) (Essential) Mental health services. Inmates evidencing signs of mental illness or developmental disability shall be referred immediately to qualified mental health personnel. The health authority shall develop policies for the following areas:

- (1) Screening for mental health problems.
- (2) Referral to outpatient services, including psychiatric care.
- (3) Crisis intervention and management of acute psychiatric episodes.
- (4) Stabilization of inmates with mental illness and prevention of psychiatric deterioration in the jail.
- (5) Referral and admission to inpatient facilities.
- (6) Informed consent.

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

5120:1-10-09(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, the jails current policy and procedures need updated to reflect this standard and components specified. Additionally, the jail did not provide supporting documentation in order to evidence compliance for this standard.

5120:1-10-10 (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, Jail Administration did not provide supporting documentation in order that evidenced compliance for this standard.

5120:1-10-12(E) (Important) "Pre-disciplinary hearing requirements shall include, but are not limited to, the following:" (1) A written incident report; (2) Written notification to the individual inmate(s) of the nature and date of the alleged violation(s); (3) The opportunity for the inmate to waive the pre-disciplinary hearing; (4) An investigation that commences within twenty-four (24) hours of the incident and/or discovery of the incident, whichever comes last, to determine whether sufficient evidence exists to support the charge

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

5120:1-10-12(G) (Important) The assessment of penalties against an inmate shall be documented and maintained with the jail record.

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

5120:1-10-13(A) (Important) Rules shall be divided into two distinct categories according to the nature of the violation and the maximum penalty which may be imposed. (1) Minor violations: (a) Minor violations shall include, but are not limited to, acts/conduct, which do not constitute a present and immediate threat to the security of the facility, its staff, other inmates, visitors, and/or the inmate who committed the violation. (b) Minor violations may be penalized by verbal reprimand and/or by restriction of privileges for a period not to exceed two hundred eighty-eight (288) hours.(c) Minor violation penalties may be reviewed by the Jail Administrator or designee.(2) Major violations:(a) Major violations shall include, but are not limited to: (i) Persistent minor rule infractions,(ii) Incident(s)/activity (ies) where a determination is made that the remedy for a minor violation serves no deterrent effect; and/or (iii) Violations which cannot be considered minor (e.g., carelessness with tools, equipment, or cleaning supplies, obscene gestures, lying, etc.). (b) Major rule violations shall be subject to restriction or suspension of the privileges and/or qualified rights enumerated in paragraph (C) of rule 5120:1-10-12 of the Administrative Code or disciplinary isolation, for a period of up to two hundred eighty-eight (288) hours.

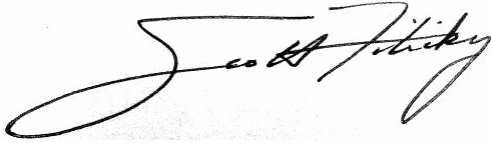
Comments: At the time of inspection, the jails current policy and procedures need updated to reflect this standard and components specified.

5120:1-10-18(C) (Important)Currently appointed peace officers working in the jail shall receive training as follows: (1) Training in jail policies and procedures prior to or in conjunction with assignment to jail duties. (2) During the first year of assignment, receive training in inmate rights, civil liability, overview of jail standards, basic security duties, inmate discipline, admission, classification, and release, suicide prevention, and medical/mental health issues. (3) Eight hours of in-service training each subsequent year of employment addressing specific job assignments and/or jail related issues. These training hours are in addition to training mandated by other standards.

Comments: At the time of inspection, Jail Administration did not provide 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,

A handwritten signature in black ink, appearing to read "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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