

# AMERICAN CORRECTIONAL ASSOCIATION

206 NORTH WASHINGTON STREET ALEXANDRIA VA 22314

703 224.0000 FAX 703 224.0079

[www.aca.org](http://www.aca.org)

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November 15, 2007

To Whom It May Concern:

This letter is to formally advise you that your agency's accreditation hearing will be held in conjunction with the ACA Winter conference in Grapevine, Texas. Enclosed is an agenda indicating the date and time of your hearing. Please check in at least 30 minutes prior to the designated time. When checking in, please be prepared to provide a telephone number where you may be reached in the event there is a schedule change.

You and a guest are cordially invited to attend the Accreditation Awards Luncheon/Ceremony on Monday, January 14, 2008, from 12:00 – 3:30 p.m. It will be held at the Gaylord Texan Convention Center, Grapevine Ballrooms A&B. Two seats per facility will be reserved and additional tickets may be purchased at the door for an additional \$10 each, if available. We will not be accepting credit cards, debit cards, or checks, (cash only). Tickets will be sold on a first come first serve basis.

Note: It is crucial that the accreditation fee balance be paid in full prior to attending the panel hearings. Any exceptions must be granted by the Director of Standards and Accreditation.

I look forward to seeing you in Grapevine!

Sincerely,



Mark A. Flowers

Director

Standards and Accreditation

COMMISSION ON ACCREDITATION FOR CORRECTIONS

STANDARDS COMPLIANCE INITIAL AUDIT

DeKalb County Sheriff's Office  
DeKalb County Jail  
Decatur, Georgia

September 24-26, 2007

VISITING COMMITTEE MEMBERS

Katherine Brown, Chairperson  
Facility Commander  
Pasco Sheriff Office  
8700 Citizen Drive  
Newport Richey, Florida 34654  
(727) 844-7779

Dominick Orsino  
Corrections Administrator  
Orange County Correctional Facility  
110 Wells Farm Road  
Goshen, New York 10924  
(845) 291-2727

James Curington  
10015 NW 52nd Terrace  
Gainesville, Florida 32653  
(352) 538-2636

**A. Introduction**

The audit of the DeKalb County Sheriff's Office Jail Facility in Decatur, Georgia was conducted on September 24-26th 2007 by the following team: Katherine Brown, Chairperson; Dominck Orsino, Member; and James Currington, Member.

**B. Facility Demographics**

Rated Capacity: 3732

Actual Population: 3047

Average Daily Population for the last 12 months: 2750

Average Length of Stay: 23 days

Security/Custody Level: Minimum, Medium, and Maximum

Age Range of Offenders: 17 years old and up

Gender: Male and Female

Full-Time Staff: 537

One Administrative, One Support, One Program, 385 Security, 89 Other

**C. Facility Description**

The DeKalb County Sheriff's Jail Services Division (DKSO) is responsible for the care custody and control of inmates housed at the DeKalb County Jail. The jail is located on a 12.2-acre site that borders a major urban area approximately three miles from the city of Decatur, which is 15 miles east of Atlanta, Georgia.

The facility is 940,000 square feet in size. It is a high-rise building with eight floors. The jail consists of two towers connected by three lower levels of program, support and administrative areas. Each tower contains five housing units, ranging in design from minimum to maximum security. Each housing unit contains six podular cellblocks and adjacent dayroom areas. With the exception of the single bunk maximum-security units each pod has the capability of housing 32 inmates (16 double bunk cells). Since the facilities technical assistance visit they have added two octagonal tables to each double bunk-housing unit to bring the seating capacity in the dayroom to the required 32. In addition the jail has a large medical department with full service dentistry offered by two dentists, an x-ray room and large clinic areas that offer acute and chronic care clinics as well as many other services. They also provide a special management housing area for those inmates who have special needs. These cells in conjunction with the intake housing cells are all single bunk cells. The entire structure has 1,974 cells, which at capacity can house up to 3,732.

On level one, there are parallel corridors that allow visitors to move throughout the unsecured areas of the facility and access the inmate visiting areas that are located in all of the housing units. Intake and release is on the first floor. This area is quite large and has sufficient holding cells to hold the new arrests during processing. It has two separate areas to allow male and female inmates to be processed separated by sight and sound. The facility uses an objective jail classification system to house inmates according to

their assigned rating.

The Chief of Jail Operations is responsible for the overall day-to-day management of the Jail. Division Commander (Majors) and Assistant Division Commanders (Captain) oversee daily administrative and operational aspects of the jail division. The commanders oversee contracted vendors as well as the Operations Division which include Trinity Food Service, Correct Health Medical Services, facility maintenance run by Wackenhut; JFK which is a local provider for commissary and all other operational units.

Each detention officer is responsible for supervising six pods. The control room (tower) is manned by one civilian technician. The team observed the officer in the housing units opening pod doors and entering housing units with keys and no backup. The policy is if a fight was to break out the officer has to wait until there is a total of three officers present before they go in. The problem with this is that will leave two other housing units unmanned. However when the inmates were asked if they felt safe they said they did and the significant incident summary shows an average number of inmate assaults based on total population.

**D. Pre-Audit Meeting**

The team met on September 23, 2007, in Decatur Georgia, to discuss the information provided by the Association staff and the officials from DeKalb County Sheriffs Office.

The chairperson divided standards into the following groups:

Standards #2B-01 to #5C-26 Katherine Brown Chairperson  
Standards #1A-01 to #2A-66 Dominick Orsino Member  
Standards #6A-01 to #7F-07 James Currington, Member

**E. The Audit Process**

1. Transportation

The team was escorted to the facility by Melissa Manrow, Special Projects Coordinator.

2. Entrance Interview

The audit team proceeded to the sheriff's conference room for the entrance meeting. The team expressed the appreciation of the Association for the opportunity to be involved with the DeKalb County Sheriff's Office in the accreditation process.

The following persons were in attendance:

Sheriff Thomas Brown  
Special Projects Coordinator Melissa Manrow  
Chief Deputy Jeffrey Mann  
Chief of Jail Operations Dennis Cheatham  
Captain Brenda Alsobrook  
Captain Robert Sims  
Lt. Charles Conner  
Lt. Larry Tolbert  
Sgt. Laura Roscoe  
Sgt. Ramon Taylor  
D.O. Charita Carter  
D.O. Emmet Kater  
D.O. Leo Williams  
D.T. Sheron Williams  
Health Care Services Coordinator Heather Miller  
Wackenhut Program Manager John Robinson  
Trinity Food Service Sterling Garman  
Trinity Food Service Terry Durham  
Trinity Food Service Steven Riggs  
Trinity Food Service Eugene Anderson  
Trinity Food Service Elijah Hill

It was explained that the goal of the visiting team was to be as helpful and non-intrusive as possible during the conduct of the audit. The chairperson emphasized the goals of accreditation toward the efficiency and effectiveness of correctional systems throughout the United States. The audit schedule was also discussed at this time. The chair explained that they would hold an out briefing at the end of each day with whomever the facility commander chose to let them know the progress of the audit.

3. Facility Tour

The team toured the entire facility from 08:30 a.m. to 2:30 p.m.

The following persons accompanied the team on the tour and responded to the team's questions concerning facility operations:

Special Projects Coordinator Melissa Manrow  
Chief Deputy Jeffrey Mann  
Chief of Jail Operations Dennis Cheatham  
Captain Brenda Alsobrook  
Captain Wanda Collins  
Captain Robert Sims  
Lt. Charles Conner

Lt. Larry Tolbert  
Sgt. Laura Roscoe  
Health Care Services Coordinator Heather Miller

4. Conditions of Confinement/Quality of Life

During the tour, the team evaluated the conditions of confinement at the facility. The following narrative description of the relevant programmatic services and functional areas summarizes the findings regarding the quality of life.

Security

The facility provides security through the use of cameras in the ingress and egress areas. Cameras also monitor all doors within the security areas particularly those throughout the corridors and the doors to the housing units. Cameras; however, do not monitor activities in the housing units. Each housing unit has a control tower that ensures good visibility into the dayrooms. A civilian technician is assigned to the tower. The team did not feel that one detention officer was sufficient staffing to monitor the pods. Detention officers have a radio and keys and the technician in the tower monitors their movement.

Key control throughout the facility and in central control was outstanding; keys are well maintained and accounted for. Most services are brought to the inmates in the housing units. Inmate movement is thus limited. Each housing unit has an outdoor recreation area, a multipurpose room and visiting rooms. During the tour, the team found that control of OC canisters and inventories in the armory were accurate. Restraint devices were located in several areas of the facility and were found to be properly controlled, maintained and accounted for. Wackenhut is the maintenance provider for this facility, they are responsible for everything over nine feet high and the county is responsible for everything under nine feet. The maintenance office was well organized and all tools, chemicals and other equipment were properly stored with excellent controls for their usage.

Environmental Conditions

All of the housing units were visited during the tour and each had higher than normal noise levels given the fact that there were two tiers with housing on the two levels. We discussed the installation of noise absorbers or baffles, but due to the expense this may be cost prohibitive. Temperatures were normal in some areas and warm and humid in others. All pods had tempered water, drinking fountains in the individual cells and sufficient toilets and sinks. Shower ratio per inmates was one to sixteen. Ventilation was appropriate. Lighting in the housing areas and in the cells was appropriate. Sleeping areas were clean and uncluttered as was the dayroom.

## Sanitation

The facility was exceptionally clean. All housing pods and individual cells were very clean. The medical and mental health housing units were also very clean. There were no foul odors anywhere. The facility is in the process of painting all of the housing units. Inmate cleaning crews were observed throughout the facility performing sanitation jobs. The grounds of the facility were well maintained and free of debris. Only sentenced inmates are assigned to the inmate work force.

## Fire Safety

The facility uses heat and smoke detectors, fire sprinklers and a fire alarm system that is monitored by central control. There were fire extinguishers and SCBA breathing apparatus strategically located throughout the facility. The facility fire safety officer provides training in fire safety. Officers were able to show the team the emergency procedures and had been trained on evacuation techniques. The civilian technicians in the control rooms did not know the procedure for them to evacuate the building. The team recommended training on this area. They knew the procedure for getting the inmates out but did not know what they should do if a total facility evacuation was required. It should be noted that the control towers operate on a separate ventilation system than the housing units do. All civilians were instructed on the proper procedure should the need arise for them evacuate.

## Food Service

Trinity Corporation is contracted to provide all meals served in the facility. They also provide food for a staff dining room. The cost per meal for an inmate meal is \$.73 and a juvenile meal is \$.89, staff meals are \$1.00. Some inmates complained about the food. Upon observation and review of the documentation in the file, the team feels that staff needs to review the cost per meal and what is actually being served. The menu reflects a 2800-calorie diet per day. The inmates receive a hot breakfast, bag lunch and a hot dinner. The team sampled the evening meal and found it to be good. Temperature readings for the refrigerators, freezers and dishwashing machines were found in compliance with the standards. The kitchen and dry storage areas were clean. There was good control of knives and utensils, however it could be cleaner, there was a lot of old dirt found as well as old equipment stored improperly. This was pointed out on the tour and by the next day all items had been taken care of, they worked all night to clean the kitchen and get it ready for us.

## Medical Care

The medical unit is operated by Correct Health Care Group which is a local based company contracted to provide medical services. The team did not audit the medical department as per instructions from the ACA staff. This department successfully underwent an NCCHC accreditation in June of 2005 and is due for

an on site next month. The team did tour the medical facility and all of medical housing. These areas were quite impressive in the high level of sanitation and the supervision and care of the inmates housed in medical and mental health housing.

#### Recreation

Each housing unit has an outdoor covered recreation area that is partially enclosed. There is a basketball hoop with sufficient space to play half court. There were leisure time activities available in the dayroom, which consisted of board games and playing cards.

#### Religious Programming

The facility has a full time chaplain with volunteers from the community to assist with the religious programming. The multipurpose rooms in the units are used to provide services and or religious counseling. There were no complaints regarding access.

#### Offender Work Programs

There are few opportunities to work in the facility. Work assignments are offered to sentence inmates. These include kitchen, sanitation, library, commissary, laundry and cleaning and maintaining the grounds. Due to the lack of work programs and their unavailability for the pretrial populations the team observed inmates with a lot of idle time. The facility is looking into allowing some pre-trial inmates to work, but has not instituted this policy as of yet, with the exception of cell representatives who are responsible for maintaining cleanliness within the housing units.

#### Academic and Vocational Education

The facility offers few academic and no vocational programs. Academic programs include GED, Adult Basic Education and GED preparation, which DeKalb is the first in the state to have their programs, which are run by DeKalb Technical Institute. There are four teachers. Religious volunteers are responsible for teaching Life Skills program. The facility also has two drug counseling programs STOP, which is a ninety-day program, and SMART, which is a 180 day program. The courts mandate participation in STOP and SMART. There is one program coordinator who performs several other functions such as barbering and recreation.

#### Social Services

The facility does not have a social service program. Religious volunteers provide social services. During the technical assistance it was recommended that facility supervisors explore the possibility of hiring staff for case management and or



social services functions and the audit team agreed. This would assist security staff by creating a buffer of personnel that can provide assistance to the inmate population with a variety of functions thus decreasing the burden on the one detention officer assigned to supervise approximately 196 inmates.

#### Visitation

Each housing unit has ten visitation booths that visitor's access from outside the secure perimeter of the facility. There are also two booths for attorney and clergy visits. Each inmate is permitted a visit three times a week and three people are allowed to attend each visit. They are also permitted to have special visits, which must be approved, by the facility supervisor or his designee. Contact visitation is not permitted. The team did not receive any complaints concerning access to visitation.

#### Library Services

The facility has a library that includes law books and books for recreational reading. There is a full time librarian. Inmates are allowed to have one book per week. The team recommended that the facility provide more access to the library and that carts with recreational reading material be more available to the inmates. Books are donated and there are volunteer librarians who assist the facility.

#### Laundry

The facility has an excellent laundry with four large industrial washers and four dryers. Chemicals are dispensed automatically. The room was extremely clean and well organized. In addition, each housing unit has washers and dryers available for washing personal property. The main laundry washes linens, blankets and uniforms. There are washers and dryers on the housing units to launder inmate personnel clothing. Linen is exchanged twice a week.

### **F. Examination of Records**

Following the facility tour, the team proceeded to the conference room to review the accreditation files and evaluate compliance levels of the policies and procedures. The facility has no notices of non-compliance with local, state, or federal laws or regulations.

#### 1. Litigation

Over the last three years, the facility had no consent decrees, class action lawsuits or adverse judgments.

#### 2. Significant Incidents/Outcome Measures

The outcome measures were not completed at the time of the audit. It was

explained to the agency that they must have these completed prior to the hearing in January. A review of the significant incident summary showed the facility experienced two inmate deaths one was natural cause the other was due to an illness. They have had two disturbances one in April and one in May. No special reaction teams used. They had three escapes in June resulting in three inmates escaping from the fifth floor recreation yard and scaled down using bed sheets. Two of them were returned to custody within 2 hours of the escape the other one was apprehended the next day. Assaults on offender vs. offenders are consistent with a facility housing over 3000 inmates. Forced moves were high for August but this they facility is contributed to over crowding and the housing units being extremely warm with the number of inmates in a confined area.

3. Departmental Visits

Team members revisited the following departments to review conditions relating to departmental policy and operations:

<u>Department Visited</u>	<u>**Person(s) Contacted</u>
Food Service	Terry Durham Sterling Garmon Steven Riggs Eugene Anderson Elijah Hill
Medical Library	Heather Miller D.O. Larry Bilinger Librarian Technician Carrie Parkman
Property Armory	Michael Sanders Cpl. James Purcell Gene Hickman
Maintenance	Alan Craig John Robinson
Tool Control Programs Laundry	Edgar Woods John Robinson Idella Wiggins Sgt. Edward Passmore Lt. Charles Conner
Transport Central Control	Chief Dennis Cheatham Processing Technician Wanda Atkinson Processing Technician D. Astwood

4. Shifts

a. Day Shift

The team was present at the facility during the day shift from 8:00 a.m. to 3:00 p.m. Staff interviews in the housing areas were conducted and

inmate activities were reviewed and the team was able to interact with the inmates in their housing units.

b. Evening Shift

The team was present at the facility during the evening shift from 3:00 p.m. to 5:00 p.m. The team observed recreation, food preparation, distribution and GED. The teams also visited shift briefing and thanked them for having us and explained the role of the accreditation process.

c. Night Shift

The team was present at the facility during the night shift from 6:15 a.m. to 7:00 a.m. The team observed shift change and had several discussions with night shift staff.

5. Status of Previously Non-compliant Standards/Plans of Action

This was an initial accreditation therefore no previous non-complaint standards existed.

**G. Interviews**

During the course of the audit, team members met with both staff and offenders to verify observations and/or to clarify questions concerning facility operations.

1. Offender Interviews

During the tour and subsequent visits to the housing units, the team had the opportunity to speak with approximately 120 inmates. In general inmates felt safe in the facility. They were pleased with the medical services they were receiving and felt the staff responded to their needs.

2. Staff Interviews

Staff is well trained, professional and articulate. They were eager to please and enthusiastic as well as displayed a lot of pride in their profession and their facility. They were very complimentary of their supervisors and of the sheriff. They felt safe working in the facility and agreed that they could rely on each other for assistance when required. This was one of the most dedicated and professional correctional facilities this team has had the pleasure of auditing. From the deputy with only six months on the job to the one with 30 years they were all knowledgeable. This is because of the truly remarkable, professional leadership from the administrative staff. The administrative staff not only talks the talk but they walk the walk.

The training department was exceptional it is clear why everyone we spoke to was so knowledgeable in the policy and procedures. It is a testament to the training department in the way they cover the procedures.

This team spoke to over 107 staff members and every one of them had a clear vision of where this agency was heading.

#### **H. Exit Discussion**

The exit interview was held at 11:00 a.m. in the training room with the Sheriff and 31 staff in attendance.

The following persons were also in attendance:

Special Projects Coordinator Melissa Manrow  
Chief Deputy Jeffrey Mann  
Chief of Jail Operations Dennis Cheatham  
Captain Brenda Alsobrook  
Captain Wanda Collins  
Captain Robert Sims  
Lt. Charles Conner  
Sgt. Laura Roscoe  
Health Care Services Coordinator Heather Miller  
Captain Ola  
Captain Gary Oliver  
Lt. Wilma Bailey  
Lt. Johnny Jones  
Lt. Stacey Clark  
Lt. Ruth Stringer  
Sgt. Ramon Taylor  
Sgt. Bivins  
Sgt. Lydie Edmonson  
D.O. Charita Carter  
D.O. Emmet Kater  
D.O. Leo Williams  
D.T. Sheron Williams  
Wackenhut Program Manager John Robinson  
Trinity Food Service Sterling Garmon  
Trinity Food Service Terry Durham  
Trinity Food Service Eugene Anders  
Medical Dr. Brickhouse  
Ms. McMullan  
Ms. Trollinger  
Photos – Rod Huene

The chairperson explained the procedures that would follow the audit. The team discussed the compliance levels of the mandatory and non-mandatory standards and reviewed their individual findings with the group.

The chairperson expressed appreciation for the cooperation of everyone concerned and congratulated the facility team for the progress made and encouraged them to continue to strive toward even further professionalism within the correctional field.

COMMISSION ON ACCREDITATION FOR CORRECTIONS  
AND THE  
AMERICAN CORRECTIONAL ASSOCIATION

<b>COMPLIANCE TALLY</b>
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Manual Type	<i>Adult Local Detention Facilities, fourth edition</i>
Supplement	2006 Standards Supplement
Facility/Program	DeKalb County Sheriffs Office, Decatur - Georgia
Audit Dates	Sept. 24-26, 2007
Auditor(s)	Katherine Brown, Chairperson Dominick Orsino, Member and James Currington, Member

	MANDATORY	NON-MANDATORY
Number of Standards in Manual	29	470
Number Not Applicable	0	19
Number Applicable	29	451
Number Non-Compliance	0	7
Number in Compliance	29	444
Percentage (%) of Compliance	100%	98.4%

- Number of Standards minus Number of Not Applicable equals Number Applicable
- Number Applicable minus Number Non-Compliance equals Number Compliance
- Number Compliance divided by Number Applicable equals Percentage of Compliance

COMMISSION ON ACCREDITATION FOR CORRECTIONS

DeKalb County Sheriff's Office  
DeKalb County Jail  
Decatur, Georgia

Visiting Committee Findings

Non-Mandatory Standards

Non-Compliance

**Standard # 1A-16**

INMATES IN GENERAL POPULATION WHO ARE CONFINED IN THEIR ROOMS/CELLS FOR LESS THAN 10 HOURS DAILY HAVE ACCESS TO NATURAL LIGHT THROUGH AN OPENING OR WINDOW AS DESCRIBED ABOVE OR THROUGH AN OPENING OR WINDOW OF AT LEAST THREE SQUARE FEET BETWEEN THEIR ROOM/CELL AND AN ADJACENT SPACE.

FINDINGS

The cells do not have three square feet of window space their windows measure 1.67 square feet.

AGENCY RESPONSE

Waiver

The largest DeKalb County Jail cell windows measure 1.67 square feet. Therefore, none of the housing areas meet the requirement of access to natural light by a window of at least three square feet. The DeKalb County Jail's physical plant can not be modified nor can the windows be replaced. Please note that general population inmates are only confined in their cells up to five hours each night. With these considerations in mind, waiver is requested for this standard.

AUDITOR'S RESPONSE

The visiting committee supports the waiver due to construction design.

**Standard # 1A-17**

EACH DAYROOM PROVIDES A MINIMUM OF 12 SQUARE FEET OF TRANSPARENT GLAZING WITH A VIEW TO THE OUTSIDE, PLUS TWO ADDITIONAL SQUARE FEET OF GLAZING PER INMATE WHOSE ROOM/CELL DOES NOT CONTAIN AN OPENING OR WINDOW WITH A VIEW TO THE

1A-18

DKSD REQUESTS

DISCRETIONARY COMPLIANCE,  
AS THE AGENCY IS UNWILLING  
TO REQUEST FUNDS FOR  
NOISE MITIGATION.

OUTSIDE.

FINDINGS

Dayrooms do not have 12 square feet of glazing to the outside actual size is 4.59 square feet.

AGENCY RESPONSE

Waiver

Each dayroom of the DeKalb County Jail has a total of 6 windows with a view to the outside. The windows measure 4.59 square feet in total. Therefore, none of the dayrooms meet the requirement of access to natural light by windows of at least 12 square feet. The physical plant cannot be modified or expanded to replace the current window design. With these considerations in mind, a Plan of Action Waiver Request is requested for this standard.

AUDITOR'S RESPONSE

The visiting committee supports the waiver, due to design.

#### Standard # 1A-18

NOISE LEVELS IN INMATE HOUSING UNITS DO NOT EXCEED 70 DBA (A SCALE) IN DAYTIME AND 45 DBA (A SCALE) AT NIGHT. MEASUREMENTS ARE DOCUMENTED BY A QUALIFIED, INDEPENDENT SOURCE AND ARE CHECKED NOT LESS THAN ONCE PER ACCREDITATION CYCLE.

FINDINGS

Daytime readings are in the 80's and night time readings are in the 50's and 60's.

AGENCY RESPONSE

Waiver

Sound levels in the housing units of the DeKalb County Jail range from the high eighties to low nineties dBA in the daytime, and the high fifties to low sixties dBA at night. Therefore, the dayrooms exceed the maximum allowed noise levels. With these considerations in mind, a Plan of Action Waiver Request is requested for this standard.

AUDITOR'S RESPONSE

They could install baffles in the housing units to reduce the noise levels as was suggested by the team, therefore the visiting committee does not agree with granting a waiver.



**Standard # 2A-37**

CONFINEMENT OF JUVENILES UNDER THE AGE OF 18 IS PROHIBITED.

FINDINGS

O.C.G.A. 15-11-2 and 15-11-48 mandates that 17 years old may be and are housed in the jail if they have been adjudicated to stand trial as an adult.

AGENCY RESPONSE

Waiver

Georgia State Law (O.C.G.A. 15-11-2 and 15-11-48) states that the age of criminal majority is 17, and mandates that persons 17 years old be housed in the jail if they have been adjudicated to stand trial as an adult. Given that state law requires that county jails house offenders aged 17 and above, the DeKalb County Sheriff's Office requests a waiver.

AUDITOR'S RESPONSE

The visiting committee supports the waiver due to state law.

**Standard # 2A-48**

THE STATUS OF INMATES IN ADMINISTRATIVE SEGREGATION AND PROTECTIVE CUSTODY IS REVIEWED EVERY SEVEN DAYS FOR THE FIRST TWO MONTHS AND AT LEAST EVERY 30 DAYS THEREAFTER.

FINDINGS

Administrative segregation and protective custody inmates are not being reviewed according to standard.

AGENCY RESPONSE

Plan of Action

The DeKalb County Sheriff's Office began review according to the standard as of October 1, 2007, and has documentation as proof to submit to the panel.

Task

Began review according to the standard as of October 1, 2007

Responsible Agency

DeKalb County Jail

Assigned Staff

Chief Dennis Cheatham

Anticipated Completion Date

October 1, 2007

AUDITOR'S RESPONSE

The visiting committee finds the plan of action acceptable.

**Standard # 2A-54**

STAFF ASSIGNED TO WORK WITH INMATES IN SPECIAL MANAGEMENT UNITS ARE SELECTED BASED ON CRITERIA THAT INCLUDES:

- COMPLETION OF PROBATIONARY PERIOD
- EXPERIENCE
- SUITABILITY FOR THIS POPULATION.

STAFF IS CLOSELY SUPERVISED AND THEIR PERFORMANCE IS EVALUATED AT LEAST QUARTERLY. THERE ARE PROVISIONS FOR ROTATION TO OTHER DUTIES.

FINDINGS

Staff is not selected based on this criteria and currently there is no quarterly evaluation being done on the staff.

AGENCY RESPONSE

Plan of Action

The DeKalb County Sheriff's Office began selection and evaluation of staff according to the standard as of October 1, 2007, and has documentation as proof to submit to the panel.

Task

Began selection and evaluation of staff according to the standard as of October 1, 2007

Responsible Agency

DeKalb County Jail

Assigned Staff

Chief Dennis Cheatham

Anticipated Completion Date

October 1, 2007

AUDITOR'S RESPONSE

The visiting committee finds the plan of action acceptable.

**Standard # 4B-09**

INMATES HAVE ACCESS TO OPERABLE SHOWERS WITH TEMPERATURE-CONTROLLED HOT AND COLD RUNNING WATER, AT A MINIMUM RATIO OF ONE SHOWER FOR EVERY 12 INMATES, UNLESS NATIONAL OR STATE BUILDING OR HEALTH CODES SPECIFY A DIFFERENT RATIO. WATER FOR SHOWERS IS THERMOSTATICALLY CONTROLLED TO TEMPERATURES RANGING FROM 100 DEGREES TO 120 DEGREES FAHRENHEIT TO ENSURE THE SAFETY OF INMATES AND TO PROMOTE HYGIENIC PRACTICES.

FINDINGS

Shower ratio is 1:16

AGENCY RESPONSE

Waiver

Each pod within the DeKalb County Jail has two showers, and a maximum capacity of 32 inmates. No pod exceeds its maximum capacity, but pods housing 32 inmates have a ratio of one shower for every 16 minutes, exceeding the standard requirement of one shower for every 12 inmates. The DeKalb County Jail meets all other aspects of this standard. The physical plant cannot be modified or expanded to increase the ratio of showers to inmates. With these considerations in mind, a Plan of Action Waiver Request is requested for this standard.

AUDITOR'S RESPONSE

The visiting committee supports the waiver based on overcrowding issues.

ADDITIONAL  
SCHEDULE  
FOR DANGER  
VIA MAIL

COMMISSION ON ACCREDITATION FOR CORRECTIONS

DeKalb County Sheriff's Office  
DeKalb County Jail  
Decatur, Georgia

Visiting Committee Findings

Non-Mandatory Standards

Not Applicable

**Standard # 2A-38**

IF YOUTHFUL OFFENDERS ARE HOUSED IN THE FACILITY, THEY ARE HOUSED IN A SPECIALIZED UNIT FOR YOUTHFUL OFFENDERS EXCEPT WHEN:

- VIOLENT, PREDATORY YOUTHFUL OFFENDER POSES AN UNDUE RISK OF HARM TO OTHERS WITHIN THE SPECIALIZED UNIT, OR
- A QUALIFIED MEDICAL OR MENTAL-HEALTH SPECIALIST DOCUMENTS THAT THE YOUTHFUL OFFENDER WOULD BENEFIT FROM PLACEMENT OUTSIDE THE UNIT

A WRITTEN STATEMENT IS PREPARED DESCRIBING THE SPECIFIC REASONS FOR HOUSING A YOUTHFUL OFFENDER OUTSIDE THE SPECIALIZED UNIT AND A CASE-MANAGEMENT PLAN SPECIFYING WHAT BEHAVIORS NEED TO BE MODIFIED AND HOW THE YOUTHFUL OFFENDER MAY RETURN TO THE UNIT. THE STATEMENT OF REASONS AND CASE-MANAGEMENT PLAN MUST BE APPROVED BY THE FACILITY ADMINISTRATOR OR HIS/HER DESIGNEE. CASES ARE REVIEWED AT LEAST QUARTERLY BY THE CASE MANAGER, THE ADMINISTRATOR OR HIS OR HER DESIGNEE, AND THE YOUTHFUL OFFENDER TO DETERMINE WHETHER A YOUTHFUL OFFENDER SHOULD BE RETURNED TO THE SPECIALIZED UNIT.

FINDINGS

DKSO does not house youthful offenders; the age of majority is 17 years old.

**Standard # 2A-39**

DIRECT SUPERVISION IS EMPLOYED IN THE SPECIALIZED UNIT TO ENSURE THE SAFETY AND SECURITY OF YOUTHFUL OFFENDERS.

FINDINGS

DKSO does not house youthful offenders; the age of majority is 17 years old.

**Standard # 2A-40**

CLASSIFICATION PLANS FOR YOUTHFUL OFFENDERS DETERMINE LEVEL OF RISK AND PROGRAM NEEDS DEVELOPMENTALLY APPROPRIATE FOR ADOLESCENTS. CLASSIFICATION PLANS INCLUDE CONSIDERATION OF PHYSICAL, MENTAL, SOCIAL, AND EDUCATIONAL MATURITY OF THE YOUTHFUL OFFENDER.

**FINDINGS**

DKSO does not house youthful offenders; the age of majority is 17 years old.

**Standard # 2A-41**

Adequate program space is provided to meet the physical, social and emotional needs of youthful offenders and allows for their personal interactions and group oriented activities.

**FINDINGS**

DKSO does not house youthful offenders; the age of majority is 17 years old.

**Standard # 2A-42**

YOUTHFUL OFFENDERS IN THE SPECIALIZED UNIT FOR YOUTHFUL INMATES HAVE NO MORE THAN INCIDENTAL SIGHT OR SOUND CONTACT WITH ADULT INMATES FROM OUTSIDE THE UNIT IN LIVING, PROGRAM, DINING OR OTHER COMMON AREAS OF THE FACILITY. ANY OTHER SIGHT OR SOUND CONTACT IS MINIMIZED, BRIEF AND IN CONFORMANCE WITH APPLICABLE LEGAL REQUIREMENTS.

**FINDINGS**

DKSO does not house youthful offenders; the age of majority is 17 years old.

**Standard # 2A-43**

PROGRAM PERSONNEL WHO WORK WITH YOUTHFUL OFFENDERS ARE TRAINED IN THE DEVELOPMENTAL, SAFETY, AND OTHER SPECIFIC NEEDS OF YOUTHFUL OFFENDERS. WRITTEN JOB DESCRIPTIONS AND QUALIFICATIONS REQUIRE TRAINING FOR STAFF WHO ARE RESPONSIBLE FOR PROGRAMMING OF YOUTHFUL OFFENDERS IN THE SPECIALIZED UNIT BEFORE BEING ASSIGNED TO WORK WITH YOUTHFUL OFFENDERS. TRAINING INCLUDES, BUT IS NOT LIMITED TO THE FOLLOWING AREAS:

- ADOLESCENT DEVELOPMENT
- EDUCATIONAL PROGRAMMING
- CULTURAL AWARENESS

- CRISIS PREVENTION AND INTERVENTION
- LEGAL ISSUES
- HOUSING AND PHYSICAL PLANT
- POLICIES AND PROCEDURES
- MANAGEMENT OF, AND PROGRAMMING FOR, SEX OFFENDERS
- SUBSTANCE-ABUSE SERVICES
- COGNITIVE BEHAVIORAL INTERVENTIONS, INCLUDING ANGER MANAGEMENT, SOCIAL-SKILLS TRAINING, PROBLEM SOLVING
- RESISTING PEER PRESSURE
- SUICIDE PREVENTION
- NUTRITION
- MENTAL-HEALTH ISSUES
- GENDER-SPECIFIC ISSUES
- CASE-MANAGEMENT PLANNING AND IMPLEMENTATION

#### FINDINGS

DKSO does not house youthful offenders; the age of majority is 17 years old.

#### Standard # 2C-02

##### WHEN A CANINE UNIT IS OPERATED BY THE FACILITY:

- THERE IS A MISSION STATEMENT, INCLUDING GOALS AND OBJECTIVES
- THE CIRCUMSTANCES IN WHICH CANINE UNITS MAY BE USED ARE CLEARLY DEFINED
- EMERGENCY PLANS ARE INTEGRATED INTO THE OVERALL EMERGENCY PLANS OF THE FACILITY
- THERE ARE CRITERIA FOR SELECTING, TRAINING AND CARING FOR ANIMALS
- THERE ARE CRITERIA FOR THE SELECTION, TRAINING, AND PHYSICAL FITNESS OF HANDLERS
- THERE IS AN APPROVED SANITATION PLAN THAT COVERS INSPECTION, HOUSING, TRANSPORTATION AND DAILY GROOMING FOR THE ANIMALS
- THERE ARE DAILY AND CURRENT RECORDS ON TRAINING, CARE OF DOGS AND SIGNIFICANT EVENTS.

#### FINDINGS

DKSO does not operate a canine unit.

#### Standard # 4A-14

WHEN REQUIRED BY STATUTE, FOOD PRODUCTS THAT ARE GROWN OR PRODUCED WITH THE SYSTEM ARE INSPECTED AND APPROVED BY THE

APPROPRIATE GOVERNMENT AGENCY; THERE IS A DISTRIBUTION SYSTEM THAT ENSURE PROMPT DELIVERY OF FOODSTUFFS TO FACILITY KITCHEN.

FINDINGS

DKSO does not grow or produce food products.

**Standard # 5A-05**

THERE IS A TREATMENT PHILOSOPHY WITHIN THE CONTEXT OF THE TOTAL CORRECTIONAL SYSTEM AS WELL AS GOALS AND MEASURABLE OBJECTS. THESE DOCUMENTS ARE REVIEWED AT LEAST ANNUALLY AND UPDATED AS NEEDED.

FINDINGS

DKSO does not operate a therapeutic community treatment program.

**Standard # 5A-06**

THERE IS AN APPROPRIATE RANGE OF PRIMARY TREATMENT SERVICES FOR ALCOHOL AND OTHER SUBSTANCE-ABUSING INMATES THAT INCLUDE, AT A MINIMUM, THE FOLLOWING:

- INMATE DIAGNOSIS
- IDENTIFIED PROBLEM AREAS
- INDIVIDUAL TREATMENT OBJECTIVES
- TREATMENT GOALS
- COUNSELING NEEDS
- DRUG EDUCATION PLAN
- RELAPSE PREVENTION AND MANAGEMENT
- CULTURALLY SENSITIVE TREATMENT OBJECTIVES, AS APPROPRIATE
- THE PROVISION OF SELF-HELP GROUPS AS AN ADJUNCT TO TREATMENT
- PRERELEASE AND TRANSITIONAL SERVICE NEEDS
- COORDINATION EFFORTS WITH COMMUNITY SUPERVISION AND TREATMENT STAFF DURING THE PRERELEASE PHASE TO ENSURE A CONTINUUM OF SUPERVISION AND TREATMENT.

FINDINGS

DKSO does not operate a therapeutic community treatment program.

**Standard # 5A-07**

THE FACILITY USES A COORDINATED STAFF APPROACH TO DELIVER TREATMENT SERVICES. THIS APPROACH TO SERVICE DELIVERY IS DOCUMENTED IN TREATMENT PLANNING CONFERENCES AND IN INDIVIDUAL TREATMENT FILES.

**FINDINGS**

DKSO does not operate a therapeutic community treatment program.

**Standard # 5A-08**

THERE ARE INCENTIVES FOR TARGETED TREATMENT PROGRAMS TO INCREASE AND MAINTAIN THE INMATE'S MOTIVATION FOR TREATMENT.

**FINDINGS**

DKSO does not operate a therapeutic community treatment program.

**Standard #5B-14**

WHEN THE FACILITY IS DESIGNATED TO OPERATE ANY TYPE OF PRETRIAL INTERVENTION SERVICE OR OTHER RELEASE PROGRAMS, ITS AUTHORITY AND RESPONSIBILITY ARE STATED BY STATUTE OR ADMINISTRATIVE REGULATIONS.

**FINDINGS**

The DKSO does not operate a pretrial services program, but does collaborate with and provide space for the DeKalb County Pre Trial Services Program, which is operated by the Judicial Policy Committee under the auspices of DeKalb Magistrate Court.

**Standard # 5C-13**

WHERE AN INDUSTRIES PROGRAM EXISTS, ITS ESTABLISHMENT IS AUTHORIZED AND AREAS OF AUTHORITY, RESPONSIBILITY, AND ACCOUNTABILITY ARE DELINEATED

**FINDINGS**

DKSO does not operate a jail industries program.

**Standard # 5C-14**

THE NUMBER OF INMATES ASSIGNED TO INDUSTRIES, OPERATIONS MEETS



THE REALISTIC WORKLOAD NEEDS OF EACH OPERATING UNIT.

FINDINGS

DKSO does not operate a jail industries program.

**Standard # 5C-15**

THERE IS A COMPREHENSIVE QUALITY CONTROL PROCESS.

FINDINGS

DKSO does not operate a jail industries program.

**Standard # 5C-16**

A COST ACCOUNTING SYSTEM FOR EACH INDUSTRY UNIT IS DESIGNED, IMPLEMENTS AND MAINTAINED IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES.

FINDINGS

DKSO does not operate a jail industries program

**Standard # 7D-18**

THE CONDUCT OF RESEARCH COMPLIES WITH STATE AND FEDERAL GUIDELINES FOR THE USE AND DISSEMINATION OF RESEARCH FINDINGS AND WITH ACCEPTED PROFESSIONAL AND SCIENTIFIC ETHICS. THE FACILITY ADMINISTRATOR REVIEWS ALL RESEARCH PROJECTS AND APPROVES THEM BEFORE IMPLEMENTATION TO ENSURE CONFORMANCE WITH THE POLICIES OF THE PARENT AGENCY. INMATE PARTICIPATION IN NON-MEDICAL, NON-PHARMACEUTICAL, AND NON-COSMETIC RESEARCH PROGRAMS IS VOLUNTARY.

FINDINGS

DKSO does not participate in research projects.

**Standard #7F-07**

IF VOLUNTEERS ARE USED IN THE DELIVERY OF HEALTH CARE, THERE IS A DOCUMENTED SYSTEM FOR SELECTION, TRAINING, STAFF SUPERVISION, FACILITY ORIENTATION AND A DEFINITION OF TASKS, RESPONSIBILITIES AND AUTHORITY THAT IS APPROVED BY THE HEALTH AUTHORITY.

## FINDINGS

Volunteers are not used in the delivery of health care.

### Significant Incident Summary

This summary is required to be provided to the chair of your audit team upon their arrival. The information contained on this form will also be summarized in the narrative portion of the visiting committee report and will be incorporated into the final report. It should contain data for the last 12 months, indicate those months in the boxes provided. Please type the data. If you have questions on how to complete the form, please contact your regional manager.

Facility DeKalb County Sheriff's Office

Year October 2006-September 2007

Incidents		Months											
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Assault: Offenders/ Offenders*	Indicate types (sexual**, physical, etc.)	All types											
	# With Weapon	n/a	1 shoe	2 trays	1 tray	2 Razor shank	4 Pen, tray, pencil, broom	4 Tray, razor, metal, mop	0	2 Broom pen	2 brooms	1 broom	1 tray
	# Without Weapon	21	21	19	30	38	28	36	23	51	40	61	28
Assault: Offender/ Staff	Indicate types (sexual**, physical, etc.)												
	# With Weapon	0	0	0	0	0	0	0	0	0	0	0	0
	# Without Weapon	2	0	0	0	0	0	7	0	0	2	0	1
Number of Forced Moves Used***	(Cell extraction or other forced relocation of offenders)	36	27	28	36	48	40	60	27	60	43	80	33
Disturbances***		0	0	0	0	0	0	1	1	0	0	0	0
Number of Times Chemical Agents Used		1	0	0	1	1		2	0	0	3	1	2
Number of Times Special Reaction Team Used		0	0	0	0	0	0	0	0	0	0	0	0
Four/Five Point Restraints	Number	0	0	0	0	0	0	2	1	0	0	0	0
	Indicate type (chair, bed, board, etc.)	board	board	board	board	board	board	board	board	board	board	board	board
Offender Medical Referrals as a Result of Injuries Sustained	#'s should reflect incidents on this form, not rec or other source	11	21	21	27	35	28	51	21	42	42	54	21
Escapes	# Attempted	0	0	0	0	0	0	0	0	0	0	0	0
	# Actual	0	0	0	0	0	0	0	0	3	0	0	0
Substantiated Grievances (resolved in favor of offender)	Reason (medical, food, religious, etc.)	All reasons											
	Number	124	108	102	89	76	89	73	69	76			
Deaths	Reason (violent, illness, suicide)				Natural					illness			
	Number	0	0	0	1	0	0	0	0	2	0	0	

\*Any physical contact that involves two or more offenders

\*\*Oral, anal or vaginal copulation involving at least two parties

\*\*\*Routine transportation of offenders is not considered "forced"

\*\*\*\*Any incident that involves four or more offenders. Includes gang fights, organized multiple hunger strikes, work stoppages, hostage situations, major fires, or other large scale incidents



OUTCOME MEASURE	NUMERATOR / DENOMINATOR	VALUE	OUTCOME MEASURE
	The community, staff, contractors, volunteers and inmates are protected from injury and illness caused by the physical environment.		
(1)	Number of worker' compensation claims filed for injuries that resulted from the physical environment in the past 12 months.		
divided by	Average number of full time equivalent (FTE) staff positions in the past 12 months.		#DIV/0!
(2)	Number of illnesses requiring medical attention as a result of the physical environment of the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(3)	Number of illnesses requiring medical attention as a result of the physical environment of the facility in the past 12 months.		
divided by	Number of admissions in the past 12 months.	40834	0
(4)	Number of physical injuries or emotional traumas requiring treatment as a result of the physical environment of the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(5)	Number of physical injuries or emotional traumas requiring medical treatment as a result of the physical environment of the facility in the past 12 months.	0	
divided by	Number of admissions in the past 12 months.	40834	0
(6)	Number of sanitation or health code violations identified by external agencies in the past 12 months		
divided by	Average daily population in the past 12 months.	2786	0
(7)	Number of health code violations corrected in the past 12 months.		
divided by	Number of health code violations identified in the past 12 months.		#DIV/0!
(8)	Number of inmates' grievances related to safety or sanitation found in favor of inmates in past 12 months	26	
divided by	Number of inmate grievances related to safety or sanitation in past 12 months.	39	0.66666667
(9)	Number of fire code violations corrected in past 12 months.		
divided by	Number of fire code violations cited by jurisdictional authority in the past 12 months.		#DIV/0!
(10)	Number of inmate injuries resulting from fires requiring medical treatment in 12 month period.		
divided by	Average daily population in the past 12 months	2786	0

(11)	Number of inmate injuries (other than by fire) requiring medical treatment in the past 12 months		
divided by	Average daily population of inmates in past 12 months	2786	0
(12)	Number of staff injuries resulting from fires requiring medical treatment in past 12 months.		
divided by	Average daily population of staff in past 12 months	2786	0
(13)	Number of staff injuries (other than by fire) requiring medical treatment in the past 12 months		
divided by	Average daily population of staff in past 12 months.	2786	0
(14)	Number of inmate lawsuits related to safety or sanitation found in favor of the inmate in the past 12 months		
divided by	Number of inmate lawsuits related to safety or sanitation in past 12 months	0	#DIV/0!
<b>Vehicles are maintained and operated in a manner that prevents harm to the community, staff, contractors, volunteers, and inmates</b>			
(1)	Number of vehicle accidents resulting in property damage in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(2)	Number of vehicle accidents resulting in injuries requiring medical treatment for any party in the past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(3)	Dollar amount of damage from vehicle accidents in past 12 months		
divided by	Average daily population in the past 12 months.	2786	0
<b>Number and severity of emergencies are minimized. When emergencies occur, the response minimizes the severity.</b>			
(1)	Number of emergencies, caused by forces external to the facility, that result in property damage in the past 12 months.	0	
divided by	Number of emergencies	1	0
(2)	Number of injuries, caused by forces external to the facility, requiring medical attention that resulted from emergencies in the past 12 months.	0	
divided by	Average daily population in the past 12 months.	2786	0
(3)	Number of times that normal facility operations were suspended due to emergencies caused by forces external to the facility in the past 12 months.	0	

divided by	Average daily population in the past 12 months.	2786	0
(4)	Number of hours that facility operations were suspended due to emergencies caused by forces external to the facility in the past 12 months.		
divided by	Number of emergencies.	1	0
(5)	Number of emergencies that were not caused by forces external to the facility that resulted in property damage in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(6)	Number of injuries requiring medical attention that result from emergencies that were not caused by forces external to the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(7)	Number of times that normal facility operations were suspended due to emergencies that were not caused by forces external to the facility in the past 12 months.	0	
divided by	Average daily population in the past 12 months.	2786	0
(8)	Number of hours that facility operations were suspended due to emergencies that were not caused by forces external to the facility in the past 12 months.	0	
divided by	Number of emergencies.	1	0
(9)	Number of injuries resulting from fires requiring medical treatment in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(10)	Number of fires that resulted in property damage in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(11)	Dollar amount of property damage from fire in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(12)	Number of code violations cited in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(13)	Number of incidents involving toxic or caustic materials in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(14)	Number of incidents of inventory discrepancies in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
	<b>The community, staff, contractors, volunteers and inmates are protected from harm. Events that pose risk of harm are prevented. The number and severity of events are minimized.</b>		

(1)	Number of incidents involving harm in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(2)	Number of incidents involving harm in the past 12 months.		
divided by	Number of admissions in past 12 months	40834	0
(3)	Number of physical injuries or emotional traumas requiring medical treatment as a result of incidents in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(4)	Number of physical injuries or emotional traumas requiring treatment as a result of the incidents in the past 12 months.		
divided by	Number of admissions in past 12 months	40834	0
(5)	Number of unauthorized inmate absences from the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(6)	Number of instances of unauthorized absences from the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
	<b>Physical force is used only in instances of self protection, protection of the inmate or others, prevention of property damage, or prevention of escape.</b>		
(1)	Number of incidences in which force was used in past 12 months		
divided by	Average daily population in the past 12 months.	2786	0
(2)	Number of instances in which force was used in past 12 months.		
divided by	Number of admissions in the past 12 months.	40834	0
(3)	Number of times that staff uses of force were found to have been inappropriate in the past 12 months.		
divided by	Number of instances in which force was used.		#DIV/0!
(4)	Number of inmate grievances filed alleging inappropriate use of force in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(5)	Number of inmate grievances alleging inappropriate use of force decided in favor of inmates in past 12 months.		
divided by	Number of grievances alleging inappropriate use of of force filed.		#DIV/0!
(6)	Number of injuries requiring medical treatment resulting from staff use of force in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0

	<b>Contraband is minimized. It is detected when present in the facility.</b>		
(1)	Number of incidents involving contraband in the past 12 months.	148	
divided by	Average daily population in the past 12 months.	2786	0.05312276
(2)	Number of incidents involving contraband in the past 12 months.	148	
divided by	Number of admissions in the past 12 months.	40834	0.00362443
(3)	Number of weapons found in the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(4)	Number of controlled substances found in the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(5)	Number of controlled substances found in the facility in the past 12 months.		
divided by	Number of admissions in the past 12 months.	40834	0
	<b>Improper access to and use of keys, tools, and utensils are minimized.</b>		
(1)	Number of incidents involving keys in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(2)	Number of incidents involving tools in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(3)	Number of incidents involving culinary equipment in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(4)	Number of incidents involving medical equipment and sharps in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
	<b>Inmates comply with rules and regulations.</b>		
(1)	Number of rule violations in the past 12 months.	2908	
divided by	Average daily population in the past 12 months.	2786	1.04379038
(2)	Number of assaults - inmate/inmate & inmate/staff - in the past 12 months.	1228	
divided by	Average daily population in the past 12 months.	2786	0.44077531
	<b>Food service provides a nutritionally balanced diet. Food operations are hygienic and sanitary.</b>		
(1)	Number of documented inmate illnesses attributed to food service operations in the past 12 months.	0	
divided by	Average daily population in the past 12 months.	2786	0



(2)	Number of inmate grievances about food service decided in favor of inmate in past 12 months.		
divided by	Number of inmate grievances about food service filed in the past 12 months.		#DIV/0!
(3)	Number of violations cited by independent authorities for food service sanitation in the past 12 months		
divided by	Number of violations cited by independent authorities in the past 12 months.		
<b>Inmates maintain acceptable personal hygiene practices.</b>			
(1)	Inmate grievances regarding inmate access to personal hygiene decided in favor of the inmate in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(2)	Number of inmate illnesses attributed to poor hygiene practices in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(3)	Number of inmates diagnosed with hygiene related conditions (scabies,lice, or fungal infections) in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(4)	Number of inmate grievances related to hygiene found in favor of inmate in the past 12 months.		
divided by	Number of inmate grievances related to hygiene filed in past 12 months.		#DIV/0!
(5)	Number of inmate lawsuits related to hygiene found in favor of the inmate in the past 12 months.		
divided by	Number of admissions in the past 12 months.	40834	0
<b>Inmates have opportunities to improve themselves while confined.</b>			
(1)	Number of inmates who passed GED exams while confined in past 12 months.		
divided by	Number of inmates who were sentenced to the jail for 6 months or more in past 12 months.		#DIV/0!
(2)	Total number of grade levels advanced by inmates in the past 12 months.		
divided by	Number of inmates who were sentenced to the jail for 6 months or more in past 12 months.		#DIV/0!
(3)	Number of certificates of vocational competency awarded to inmates in the past 12 months.	0	
divided by	Number of inmates who were sentenced to the jail for 6 months or more in past 12 months.		

	<b>Inmates maintain ties with their families and the community.</b>		
	NONE		
	<b>The negative impact of confinement is reduced.</b>		
	NONE		
	<b>Inmates' rights are not violated.</b>		
(1)	Total number of inmate grievances in the past 12 months regarding: (a)access to court (b)mail or correspondence (c)sexual harassment (d)discipline (e)discrimination (f)protection from harm.		
divided by	Average daily population in the past 12 months.	2786	0
(2)	Total number of inmate grievances in the past 12 months regarding: (a)access to court (b)mail or correspondence (c)sexual harassment (d)discipline (e)discrimination (f)protection from harm decided in favor of inmate in past 12 months.		
divided by	Total number of grievances filed in past 12 months.		#DIV/0!
(3)	Total number of inmate court suits alleging violation of inmate rights filed against the facility in the past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(4)	Total number of inmate court suits alleging violation of inmate rights filed against the facility in the past 12 months.		
divided by	Total number of inmate suits filed in past 12 months.		#DIV/0!
	<b>Inmates are treated fairly.</b>		
(1)	Number of inmate grievances regarding discrimination in the past 12 months.	0	
divided by	Average daily population in the past 12 months.	2786	0
(2)	Number of inmate grievances regarding discrimination resolved in favor of inmate in past 12 months.	0	
divided by	Number of inmate grievances regarding discrimination filed in past 12 months.	0	#DIV/0!
(3)	Number of grievances resolved in favor of inmates in past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(4)	Number of grievances resolved in favor of inmates in past 12 months.		
divided by	Total number of inmate grievances filed in past 12 months.		#DIV/0!

(5)	Number of court malpractice or tort liability cases found in favor of inmate in the past 12 months.	0	
divided by	Number of court malpractice or tort liability cases in past 12 months.		#DIV/0!
<b>Alleged rule violations are handled in a manner that provides inmates with appropriate procedural safeguards.</b>			
(1)	Number of disciplinary incidents resolved informally in past 12 months.	1409	
divided by	Average daily population for past 12 months.	2786	0.505743
(2)	Number of formal disciplinary decisions that were appealed in past 12 months.	153	
divided by	Total number of disciplinary decisions made in past 12 months.	1022	0.14970646
(3)	Number of appealed disciplinary decisions decided in favor of inmate in past 12 months.	19	
divided by	Total number of disciplinary decisions made in past 12 months.	1022	0.018591
(4)	Number of grievances filed by inmates challenging disciplinary procedures in past 12 months.	1099	
divided by	Average daily population for past 12 months.	2786	0.39447236
(5)	Number of disciplinary related grievances resolved in favor of inmate in past 12 months.	398	
divided by	Total number of disciplinary related grievances filed in past 12 months.	1099	0.36214741
(6)	Number of court suits filed against the facility regarding discipline in past 12 months.		
divided by	Average daily population in the past 12 months.	2786	0
(7)	Number of court cases regarding discipline decided against the facility in the past 12 months.		
divided by	Total number of court decisions regarding discipline decided in past 12 months.		#DIV/0!
(8)	Number of rule violations in past 12 months.	2908	
divided by	Average daily population in past 12 months.	2786	1.04379038
(9)	Number of inmates terminated from the facility due to rule violations in past 12 months.	0	
divided by	Average daily population in the past 12 months.	2786	0
<b>Inmates take responsibility for their actions.</b>			
(1)	Number of inmates released in past 12 months who made regular payments toward their restitution obligations.		
divided by	Number of inmates who had restitution obligations in past 12 months.		#DIV/0!
(2)	Number of inmates who satisfy their court costs/fines obligations in past 12 months.		

divided by	Number of inmates who had court costs/fines obligations in past 12 months.		#DIV/0!
(3)	Total amount of restitution paid by inmates in past 12 months.	3644.17	
divided by	Average daily population in past 12 months.	2786	1.30802943
(4)	Total number of hours of community service donated by inmates in past 12 months.		
divided by	Average daily population for past 12 months.	2786	0
(5)	Total number of inmates who participated in restitution in past 12 months.		
divided by	Total number of inmates housed in past 12 months.		#DIV/0!
(6)	Total number of inmates who participated in community service work in past 12 months.		
divided by	Total number of inmates housed in past 12 months.	0	#DIV/0!
(7)	Total number of inmates who participated in victim awareness programs in past 12 months.		
divided by	Total number of inmates housed in past 12 months.	0	#DIV/0!
(8)	Total amount of restitution paid by inmates in past 12 months.		
divided by	Total number of inmates housed in past 12 months.	0	#DIV/0!
(9)	Total number of hours delivered by inmates who participated in community service work in past 12 months.	31111	
divided by	Total number of inmates housed in past 12 months.	0	#DIV/0!
	<b>The facility operates as a legal entity.</b>		
	NONE		
	<b>Staff, contractors and volunteers demonstrate competency in their assigned duties.</b>		
(1)	Total number of years of staff members' education as of the end of last calendar year.		
divided by	Number of staff at the end of the last calendar year.	780	0
(2)	Number of staff who left employment for any reason during past 12 months.		
divided by	Number of full time equivalent staff positions in the past 12 months.	0	#DIV/0!
(3)	Total number of credit hours in courses relevant to their facility responsibilities earned by staff participating in higher education in past 12 months.		
divided by	Number of full time equivalent staff positions in the past 12 months.	0	#DIV/0!

(4)	Number of professional development events attended by staff in past 12 months.		
vided by	Number of full time equivalent staff positions in the past 12 months.	0	#DIV/0!
<b>Staff, contractors and volunteers are professional, ethical and accountable.</b>			
(1)	Number of incidents in which staff was found to have acted in violation of facility policy in past 12 months.		
vided by	Number of full time equivalent staff positions in the past 12 months.	0	#DIV/0!
(2)	Number of staff terminated for conduct violations in past 12 months.		
vided by	Number of full time equivalent staff positions in the past 12 months.	0	#DIV/0!
(3)	Number of inmate grievances attributed to improper staff conduct which were upheld in past 12 months.		
vided by	Number of grievances alleging improper staff conduct filed in past 12 months.		#DIV/0!
(4)	Number of inmate grievances attributed to improper staff conduct which were upheld in past 12 months.		
vided by	Average daily population for past 12 months.	2786	0
(5)	Where staff is tested, number of staff substance abuse tests failed in past 12 months.		
vided by	Number of staff substance abuse tests administered in past 12 months.		#DIV/0!
(6)	Number of terminations for violation of drug-free work policy in past 12 months.		
vided by	Number of staff terminations in past 12 months.		#DIV/0!
(7)	Average number of physicians employed in past 12 months.		
vided by	Number of physician positions authorized in past 12 months.		#DIV/0!
(8)	Average number of nurses employed in past 12 months.		
vided by	Number of nurse positions authorized in past 12 months.		#DIV/0!
(9)	Average number of mid-level health care practitioners employed in past 12 months.		
vided by	Number of mid-level health care practitioner positions authorized in past 12 months.		#DIV/0!
(10)	Average number of ancillary health care staff employed in past 12 months.		
vided by	Number of ancillary health care positions authorized in past 12 months.		#DIV/0!
(11)	Average number of mid-level health care practitioners employed in past 12 months.		

divided by	Number of mid-level health care practitioner positions authorized in past 12 months.		#DIV/0!
	<b>The facility is administered efficiently and responsibly.</b>		
(1)	Net amount of budget shortfalls or surplus at the end of last fiscal year (budget less expenditures)		
divided by	Budget for past 12 months.	70739775.6	0
(2)	Number of material audit findings by an independent financial auditor at the conclusion of the last audit.	8	
	NONE		#DIV/0!
(3)	Number of grievances filed by inmates regarding their records or property in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(4)	Number of inmate grievances (records/property) decided in favor of inmate in past 12 months.		
divided by	Total number of inmate grievances (records/property) filed in past 12 months.		#DIV/0!
(5)	Number of objectives achieved in past 12 months.		
divided by	Number of objectives in past 12 months.		#DIV/0!
(6)	Number of program changes made in past 12 months.		
divided by	Number of program changes recommended in past 12 months.		#DIV/0!
(7)	Number of problems identified by internal health care review that were corrected in past 12 months.		
divided by	Number of problems identified by internal health care review in past 12 months.		#DIV/0!
	<b>Staff are treated fairly.</b>		
(1)	Number of grievances filed by staff in past 12 months.		
divided by	Number of full time equivalent staff positions in past 12 months.	0	#DIV/0!
(2)	Number of staff grievances decided in favor of staff in past 12 months.		
	Number of staff grievanaces filed in past 12 months.		#DIV/0!
(3)	Total number of years of staff members' experience in the field as of the end of last calendar year.		
divided by	Number of staff at the end of last calendar year (eg. the average number of years of experience)		#DIV/0!

(4)	Number of staff termination or demotion hearings in which the facility decision was upheld in past 12 months.		
divided by	Number of staff termination or demotion hearings requested in past 12 months.		#DIV/0!
<b>The facility is a responsible member of the community.</b>			
(1)	Total number of hours of volunteer service delivered by members of the community in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(2)	Total number of individual community members who provided voluntary service in past 12 months.		
	Average daily population in past 12 months.	2786	0
(3)	Total number of complaints filed by media regarding access to information in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(4)	Total number of positive statements made by media regarding facility in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(5)	Total number of complaints from the community in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(6)	Total number of hours of community service work delivered by inmates in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
<b>Inmates maintain good health. Inmates have unimpeded access to a continuum of health care services so that their health care needs, including prevention and health education are met in a timely manner.</b>			
(1)	Number of inmates with a positive tuberculin skin test in past 12 months.		
divided by	Number of admissions in past 12 months.	40834	0
(2)	Number of inmates diagnosed with active tuberculosis in past 12 months.		
	Average daily population in past 12 months.	2786	0
(3)	Number of conversions to a positive TB skin test in past 12 months.		
divided by	Number of TB skin tests given in past 12 months		#DIV/0!
(4)	Number of inmates with positive TB skin test who completed prophylaxis treatment for TB in past 12 months.		

divided by	Number of inmates with positive TB skin test on prophylaxis treatment for TB in past 12 months.		#DIV/0!
(5)	Number of Hepatitis C positive inmates in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(6)	Number of HIV positive inmates in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(7)	Number of HIV positive inmates who are being treated with highly active antiretroviral treatment in past 12 months		
divided by	Number of known HIV positive inmates in past 12 months.		#DIV/0!
(8)	Number of inmates diagnosed with an Axis I diagnosis (excluding sole diagnosis of substance abuse) in past 12 months.		
	Average daily population in past 12 months.	2786	0
(9)	Number of inmate suicide attempts in past 12 months	31	
divided by	Average daily population in past 12 months.	2786	0.01112706
(10)	Number of inmate suicides in past 12 months.	0	
divided by	Average daily population in past 12 months.	2786	0
(11)	Number of inmate deaths due to homicide in past 12 months	0	
divided by	Average daily population in past 12 months.	2786	0
(12)	Number of inmate deaths due to injuries in the past 12 months	0	
divided by	Average daily population in past 12 months.	2786	0
(13)	Number of medically expected inmate deaths in past 12 months	0	
divided by	Average daily population in past 12 months.	2786	0
(14)	Number of medically unexpected inmate deaths in past 12 months	3	
	Average daily population in past 12 months.	2786	0.00107681
(15)	Number of inmate admissions to infirmary (where available) in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(16)	Number of inmate admissions to off-site hospitals in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(17)	Number of inmates transported off-site (via ambulance or correctional vehicle) for treatment of emergency health conditions in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(18)	Number of inmate specialty consults completed in past 12 months		
divided by	Number of specialty consults (on-site or off-site) ordered by primary health care provider		#DIV/0!



	(MD,NP,PA) in past 12 months.		
(19)	Number of inmate grievances about access to health care services found in favor of inmate in past 12 months.		
divided by	Number of inmate grievances about health care services access in past 12 months.		#DIV/0!
(20)	Number of inmate grievances related to quality of health care found in favor of inmate in past 12 months.		
	Number of inmate grievances related to quality of health care filed in past 12 months.		#DIV/0!
(21)	Number of inmate lawsuits about access to health care services found in favor of inmate in past 12 months.		
divided by	Number of inmate lawsuits related to access to health care services filed in past 12 months.		#DIV/0!
(22)	Number of individual sick call encounters in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(23)	Number of physician visit contacts in past 12 months.		
divided by	Average daily population in past 12 months.	2786	0
(24)	Number of individualized dental treatment plans in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(25)	Number of hypertensive inmates enrolled in chronic care clinic in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(26)	Number of diabetic inmates enrolled in chronic care clinic in past 12 months		
	Average daily population in past 12 months.	2786	0
(27)	Number of incidents involving pharmaceuticals as contraband in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(28)	Number of cardiac diets received by inmates with cardiac disease in past 12 months		
divided by	Number of cardiac diets prescribed in past 12 months		#DIV/0!
(29)	Number of hypertensive diets received by inmates with hypertension in past 12 months		
divided by	Number of hypertensive diets prescribed in past 12 months		#DIV/0!
(30)	Number of diabetic diets received by inmates with diabetes in past 12 months		
divided by	Number of diabetic diets prescribed in past 12 months.		#DIV/0!
(31)	Number of renal diets received by inmates with renal disease in past 12 months		
divided by	Number of renal diets prescribed in past 12		#DIV/0!

	months		
(32)	Number of needle stick injuries in past 12 months		
divided by	Number of employees on average in past 12 months		#DIV/0!
(33)	Number of pharmacy-dispensing errors in past 12 months		
divided by	Number of prescriptions dispensed by the pharmacy in past 12 months		#DIV/0!
(34)	Number of nursing-medication-administration errors in past 12 months		
divided by	Number of medications administered in past 12 months.		#DIV/0!
<b>Health services are provided in a professionally acceptable manner. Staff are qualified, adequately trained and demonstrate competency in their assigned duties.</b>			
(1)	Number of staff with lapsed licensure and/or certification in past 12 months		
divided by	Number of licensed and/or certified staff in past 12 months		#DIV/0!
(2)	Number of new employees in past 12 months who completed orientation training prior to undertaking job assignments.		
	Number of new employees in past 12 months		#DIV/0!
(3)	Number of employees completing in-service training requirements in past 12 months		
divided by	Number of employees eligible in past 12 months		#DIV/0!
(4)	Number of MD staff who left employment in past 12 months		
divided by	Number of authorized MD staff positions in past 12 months		#DIV/0!
(4)	Number of RN staff who left employment in past 12 months		
divided by	Number of authorized RN staff positions in past 12 months		#DIV/0!
(6)	Number of LPN staff who left employment in past 12 months		
divided by	Number of authorized LPN staff positions in past 12 months		#DIV/0!
(7)	Number of medical records staff who left employment in past 12 months		
divided by	Number of authorized medical records staff positions in past 12 months		#DIV/0!
(8)	Number of alleged sexual misconduct incidents between staff and detainees in past 12 months		
	Average daily population in past 12 months.	2786	0
(9)	Number of alleged sexual misconduct incidents between volunteers and/or contract personnel		

	and detainees in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(10)	Number of confirmed sexual misconduct incidents between staff and detainees in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(11)	Number of confirmed sexual misconduct incidents between volunteers and/or contract personnel and detainees in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(12)	Number of detainees identified as high risk with a history of sexually assaultive behavior in past 12 months		
divided by	Average daily population in past 12 months.	2786	0
(13)	Number of detainees identified as at risk for sexual victimization in past 12 months		
divided by	Average daily population in past 12 months.	2786	0