

COMMISSION ON ACCREDITATION FOR CORRECTIONS
STANDARDS COMPLIANCE REACCREDITATION AUDIT

Facility Governing Board
West Central Community Correctional Facility
Marysville, Ohio

November 3-4, 2014

VISITING COMMITTEE MEMBERS

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A. Introduction

The audit of the West Central Community Correctional Facility was conducted on November 3 - 4, 2014 by the following team: Marian Langdon, Chairperson and Ronald Beck, Member.

B. Facility Demographics

Rated Capacity: 144 – 96 males, 48 females
Actual Population: 128 – 84 males, 44 females
Average Daily Population for the last 12 months: 136
Average Length of Stay: 6 months
Security/Custody Level: Minimum/Minimum
Age Range of Offenders: 20 - 70
Gender: Male/Female
Full-Time Staff: (53)
(7) Administration, (18) Program, (22) Security, (6) Other

C. Facility Description

The West Central Community Correctional Facility (WCCCF) is a collaborative effort begun by the Common Pleas Judges of the West Central Community Based Correctional Facility (CBCF) district, the Ohio Department of Rehabilitation and Correction, the Ohio legislature and elected and appointed officials of the eight counties of the district. In the early 1990's, requests were made for funding, project development and implementation and in April 1998 ground was broken to build the facility. The facility was completed in 1999 and received its first 16 residents in October that year. In 2007, the same stakeholders expanded the facility to include 48 beds for female offenders over the 96 beds for males.

In July 2006, the Ohio legislature changed the governance of the CBCF's to a Facility Governing Board (FGB) to assume responsibility for supervising the operation of the CBCF and a Judicial Advisory Board (JAB) that advises the FGB in specific areas.

WCCCF is a rambling one-story brick structure. The primary building houses the lobby and control room, a large day room referred to as the family area, the kitchen and dining areas, dormitories, bathrooms, multi-purpose rooms, a library and laundry facilities. Two wings off to the sides provide space for administration to the left and space for programs to the right. A long corridor provides access from the primary building to the women's wing, which has dormitories, dayroom, laundry facilities and multi-purpose rooms. Utility/electrical rooms and janitor closets are included. One of the three entrances to the facility is an intake area that is used for processing new arrivals. It contains two segregation cells used to hold an offender for sheriff transport or to de-escalate a volatile situation. There is space outside for recreation. Parking space is available in the front of the building.

WCCCF is a residential, community release program that provides services to offenders as they re-enter the community. The primary functions of the program are to provide a comprehensive treatment program within a therapeutic environment. Participants are transferred from correctional facilities and will be returned to one of eight counties in the west central district. The facility functioned as a therapeutic community until 2010, when it changed to Cognitive Behavior Treatment based on program review. A new risk assessment instrument was developed – the Ohio Risk Assessment System abbreviated the ORAS – to evaluate appropriateness of intakes and develop programming to meet each offender’s individual needs. This program challenges behavior and thinking that is affiliated with the drug and criminal lifestyle and offers an opportunity to achieve satisfaction from accomplishment.

Mission Statement: “It is the mission of the West Central Community Correctional Facility to prepare offenders for re-entry into the community with program integrity by meeting established standards in a safe and secure treatment environment.”

D. Pre-Audit Meeting

The team met on November 2, 2014 in Marysville, Ohio to discuss the information provided by the Association staff and the officials from WCCCF.

The chairperson divided standards into the following groups:

Standards 4ACRS 1A-01 to 4ACRS 5A-26, Marian Langdon, Chair
Standards 4ACRS 6A-01 to 4ACRS 7F-10, Ronald Beck, Member

E. The Audit Process

1. Transportation

The team was escorted to the facility by Rita Rausch,

2. Entrance Interview

The team proceeded to the board room of the facility. The chair expressed the appreciation of the Association for the opportunity to be involved with the WCCCF in the accreditation process. The chair explained the audit process and indicated that before the team left for the day, the program director would be briefed on the audit progress that day.

The following persons were in attendance:

David Ervin, Executive Director
Craig Shumaker, Deputy Director
Rita Rausch, Fiscal Coordinator
Kim Wilson, Court Services Coordinator
Mackenzie Good, Re-entry Case Manager
Scott Zwienski, Counselor
Jim Pleasant, Counselor
Ann Barge, Grants/Financial Manager
Lori Penrod, Accreditation Manager
Kim Ratliff, Clerical Specialist
Tim Howdyshell, Counselor
Cheryl Tossey, Family Counselor
Cassie Stone, Counselor
Demetrius Thomas, Resident Monitor Coordinator
Aaron Stidham, Facility Coordinator
Debbie Troiano, Food Service Coordinator

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.

3. Facility Tour

The team toured the entire facility from 8:55 a.m. to 11:05 p.m. The following persons accompanied the chair on the tour and responded to the team's questions concerning facility operations:

David Ervin, Executive Director
Craig Shumaker, Deputy Director
Lori Penrod, Accreditation Manager
Aaron Stidham, Facility Coordinator
Demetrius Thomas, Resident Monitor Coordinator
Rita Rausch, Executive Assistant

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

Security is maintained through resident monitors staffing twenty-four hours a day, seven days a week, electronic equipment and logs. The control center is in the front of the facility and a large dayroom known as the family area is directly behind it. Resident supervisors monitor movement in and out of the facility. Keys are electronically issued through a box mounted on the wall outside control.

The staff member has a code to open the box and then the only the key issued to that person will be released. Security cameras are positioned throughout the facility and monitor residents' movements and activities in living and program areas as well as the outside grounds. Resident monitors conduct rounds, supervise cleaning and perform searches, fire safety procedures, transportation and control the flow of individuals by opening and closing doors.

Environmental Conditions

The facility furnishings are adequate. Each room has adequate lighting and air circulation. Noise levels are low. Temperatures meet standards. This is a tobacco free facility that supports abstinence. Signs with motivational sayings are a constant reminder that the facility supports positive change. Some of these signs are lighthouses and reflect the philosophy that WCCCF is a place that provides an opportunity for an offender to change his attitude and behavior. The lighthouse reminds us to consider taking a new direction.

Sanitation

The facility is clean and orderly. It is well designed to meet the standards for a community based facility and does not look like a correctional facility. A housekeeping plan is in effect and is both observed and monitored. Weekly, monthly and annual inspections are documented and kept in files. Cleaning supplies are stored appropriately and caustic materials are kept under lock and key.

Fire Safety

The facility has an automatic fire detection system. Equipment is adequate, properly inspected and checked appropriately by outside sources. Fire drills are conducted and recorded. Floor plans, lighted exits and evacuation plans are all a part of the fire prevention and protection system. Due to color-coding on evacuation plans, it was suggested that a few be changed to better read the words "you are here".

Food Service

The facility provides three meals seven days a week. Food service employees prepare the meals and residents assigned to food service duties assist with preparation, serving and clean-up. Staff follows menus approved by a dietician and serve both special diets for medical and religious reasons. The proper temperature logs are kept. Food products are marked with the date of arrival and rotated so that first in are first used. The team ate the noon meal on both days of the audit. The food service department supplements the dietician menus with offerings from the grill. These items vary and are provided as incentives for residents and variations for staff. Staff may order the regular meal for \$1.50 for lunch and each grill item is priced as well. The auditors purchased the Monday meal, which consisted of a generous helping of cowboy beans, tossed salad, corn bread, a strawberry bar and iced tea. It was tasty and more than adequate in size.

The kitchen was very clean. The auditors noted that the pots and pans though worn were sparkling clean as was all equipment in the kitchen.

Since the facility added a wing for the female residents, there is only one kitchen and dining area. The men use the dining area and the women eat in a multi-purpose area in the female wing. Their meals are prepared in the kitchen and transported to the eating area.

Medical Care

The facility contracts for medical services with Memorial Hospital. This contract includes the services of a full-time LPN who is on site 40 hours a week and on call after hours. New residents are received on Tuesday and Thursday and she conducts the on-site new arrival screening. A nurse practitioner or a medical doctor assigned to the facility is on-site once a week for sick call and chronic care clinics. Pre-natal care is provided for in the community. The nurse shows health videos to the residents and Allen County provides HIV and hepatitis C services.

The medical office is manned daily by the LPN. She keeps medical records, administers PPD's at intake and teaches first aid, CPR and the use of the AED. She is involved in the health screening, scheduling of chronic care and sick calls as well as referrals to services outside the facility. Emergencies are attended to at Memorial Hospital. 911 is the emergency transport vehicle.

Dental care is available in the community. Residents are expected to pay for these services. The program has money to advance, when necessary. Medications are ordered by medical personnel. They are stored and distributed by the resident monitors from the control center. Glucose monitoring supplies, insulin and sharps are distributed from the control center. First aid kits are on hand and stocked according to a health authority inventory.

The facility has a Memorandum of Understanding with a local psychologist who manages the mental health services at WCCCF. She currently comes three times a week. A second psychologist conducts an abuse survivors group.

Recreation

Residents have access to indoor recreation and fitness equipment. The outdoor recreation area is large with separate areas for each housing unit. The facility has dayrooms with television, games and space for reading and writing.

The facility has a commissary service that operates from a kiosk. There are lists provided for the items available. The resident has access to the system to place orders, the funds are a part of an electronic accounting process and delivery is made to the facility on designated days. This system provides snack and food items as well as hygiene items. The facility will advance funds for indigent residents to purchase hygiene items, if needed beyond an initial gift hygiene package.

Religious Programming

WCCCF has a broad policy of allowing residents to practice their religion. There is space set aside in multi-purpose rooms for religious activities. Men's and women's Christian Bible Study is held weekly. Volunteers are regularly scheduled to facilitate spiritual activities. Through the request of a resident, a specific religious leader may be permitted on site for that resident. Residents may also be permitted off site furloughs to attend worship services of their choice.

Offender Work Programs

The facility's employment department facilitates a job readiness group. When a resident reaches phase three/re-entry phase of the program, he/she is eligible to conduct employment searches and to work off site in gainful employment. Prior to phase three residents may participate in food service and janitorial work on site and community service work off site.

Academic and Vocational Education

New admissions participate in educational assessments such as learning style inventory, vision and hearing screenings and the TABE academic skills test. Residents who do not have a high school diploma or a GED may attend classes to prepare them for the GED test. A computerized program is used to assist residents for the exam. WCCCF is a Pearson View testing site for the GED. Residents who have completed the GED receive assistance in seeking higher education and financial assistance to fund it.

Residents have the opportunity to participate on work crews where they can develop and demonstrate vocational skills. Vocational training is available as an assistant cook and as a maintenance technician.

Social Services

An assessment process is initiated upon admission to the program. The ORAS risk assessment instrument is used. Each resident is assigned a counselor who assists him/her achieve objectives through exploration of needs, problems, strengths, feelings and decision making options. Staff utilizes the Thinking for a Change curriculum, which is an integrated Cognitive Behavior Change (CBT) Program. It is a problem solving and social skill intervention curriculum taught in 22 lessons. The primary counselor and other staff members provide case management services, which bring services, agencies, resources and people together to achieve the resident's goals. The department provides family services and continuing care services as well.

Residents receive booster sessions after completing the CBT curriculum. These sessions allow for practicing problem solving and introduce new social skills. Volunteers facilitate AA and NA meetings

Visitation

Visitation is permitted during phase two.. Space is provided in the facility for visiting. Visiting is monitored by requiring a list of approved visitors and provisions are made for special visits. On occasion the facility sponsors a family day to assist in developing stronger family connections.

Library Services

There is a large room set aside as a library on the mezzanine of the facility. It contains novels, non-fiction and reference books. There are also lots of treatment workbooks to support the treatment program. The library contains books, pamphlets, brochures and journals that guide the resident to resources in the eight counties served by WCCCF.

Laundry

Each wing has laundry facilities, which include washers, dryers and stationery tubs. Irons and ironing boards are available as well. A laundry crew handles linens, towels and residents clothing.

F. Examination of Records

Following the facility tour, the team proceeded to the board 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. The file folders were neat and orderly. The documentation in most files was adequate and easy to identify. However, the team requested help with highlighting, tabbing and bulleting several of the standards that require a large number of items to satisfy them. The accreditation staff was helpful in providing additional documentation where requested. It is obvious that they believe in the process and live it.

The facility has undergone four audits this year including the newly required PREA audit. Since there are so many required audits, a position has been created to handle compliance with all the standards associated with them. The team spent some time with that employee to share some auditor friendly methods.

1. Litigation

The facility has no consent decrees, class action lawsuits or adverse judgments.

2. Significant Incidents/Outcome Measures

The team reviewed the Significant Incident Summary. Statistics were found as follows: one offender on offender physical assault, three forced moves, one offender medical referral as a result of an injury and one substantiated medical grievance. These statistics were reported for the period beginning October 2013 and ending September 2014.

The team reviewed the Outcome Measures, which were tracked from October 2013 to September 2014 and based on an average daily offender population of 136. The facility reports 7 emergencies – 1 that suspended normal operations caused by forces external to the facility, 2 injuries requiring medical treatment not caused by external forces and four others; 414 incidents – 12 inventory incidents, 31 physical or emotional traumas requiring treatment as a result of the incidents, three uses of force, 36 incidents involving contraband, one weapon found in the facility, 13 incidents involving keys, one controlled substance found in the facility, 42 offenders terminated and two attempted suicides. There were 246 offenders successfully released from the program. A total of 341 offenders were housed during the year. The statistics reported are consistent with the type of programming followed at the facility.

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>
Operations	Aaron Stidman
Administration	David Ervin, Rita Rausch, Kim Ratliff
Programs	Jim Pleasant, Tim Howdyshell, Marah Kleinhans
Medical	Cindy Morgan
Food Service	Debbie Troiano
Security	Angela Esch, Tammy Lutz, Doug Belcher John Bolt, Patrice Weaver

4. Shifts

The facility operates two security shifts – 6 a.m. to 6:00 p.m. and 6:00 p.m. to 6:00 a.m. There is an half hour overlap on each shift for shift briefing, a formal count and proper relief procedures.

a. Day Shift

The team was present at the facility during the day shift from 8:00 a.m. to 6:00 p.m. The team observed two groups with the clinical supervisor, toured the facility, reviewed files and policies and procedures and interviewed staff and clients.

b. Evening Shift

The team was present at the facility during the evening shift from 6:00 p.m. to 6:40 p.m. The team observed shift change, control center operations and interviewed control center staff.

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

The facility had two standards found in non-compliance previously. They were corrected and found in compliance during this visit.

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

The team interviewed 20 residents. They indicate that they feel safe and believe that they are going to be better prepared to return to their families and communities after being in this facility. There were no complaints about food, medical care or staff.

2. Staff Interviews

The team met employees who have been with WCCCF since the opening. They are very dedicated to the operation and express concern about the differences in the programming from the therapeutic community to the cognitive behavior program. Where there were strong feelings about TC process has been kept. The employees believe that the programs at WCCCF make a difference in offenders' ability to successfully transition back to the community. Fifteen staff members were interviewed.

H. Exit Discussion

The exit interview was held at 11:45 p.m. in the Board Room with the site administrator and twenty-three staff in attendance.

There were no visitors in attendance.

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

COMPLIANCE TALLY

Manual Type	Adult Community Residential Standards – 4 th edition	
Supplement	2012 Standards Supplement	
Facility/Program	West Central Community Correctional Facility	
Audit Dates	November 3 – 4, 2014	
Auditor(s)	Marian Langdon, Chairperson Ronald Beck, Member	
	MANDATORY	NON-MANDATORY
Number of Standards in Manual	33	221
Number Not Applicable	0	21
Number Applicable	33	200
Number Non-Compliance	0	0
Number in Compliance	33	200
Percentage (%) of Compliance	100 %	100 %
<ul style="list-style-type: none"> ● Number of Standards <i>minus</i> Number of Not Applicable <i>equals</i> Number Applicable ● Number Applicable <i>minus</i> Number Non-Compliance <i>equals</i> Number Compliance ● Number Compliance <i>divided by</i> Number Applicable <i>equals</i> Percentage of Compliance 		

COMMISSION ON ACCREDITATION FOR CORRECTIONS

West Central Community Correctional Facility
Marysville, Ohio
November 3 – 4, 2014

Visiting Committee Findings

Non-Mandatory Standards

Not Applicable

Standard #4-ACRS-2A-06

IF EMPLOYEE'S CONTRACTS ARE GOVERNED BY CIVIL SERVICE OR UNIONS, PROCEDURES PROVIDE FOR PROVISIONAL APPOINTMENTS TO ENSURE THAT SHORT-TERM PERSONNEL, BOTH FULL-TIME AND PART-TIME, CAN BE AVAILABLE DURING EMERGENCIES.

FINDINGS

WCCCF employees are not covered by civil service or unions.

Standard #4-ACRS-2A-13

THE ELECTRONIC MONITORING PROGRAM HAS A SYSTEM OF ACCOUNTING FOR AN OFFENDER AT ALL TIMES, INCLUDING VERIFICATION OF ACTIVITIES, REPORTING OF TARDINESS AND/OR ABSENCE FROM REQUIRED SERVICES OR ACTIVITIES, AS WELL AS OTHER PROGRAM VIOLATIONS.

FINDINGS

West Central Community Correctional Facility does not have an electronic monitoring program.

Standard #4-ACRS-2A-14

ACCESS TO COMPUTER EQUIPMENT IS LIMITED TO AUTHORIZED PERSONNEL WITH SECURITY CODES. ADEQUATE POWER AND COMMUNICATION BACKUP SYSTEMS PROVIDE CONTINUOUS, UNINTERRUPTED OPERATIONS.

FINDINGS

The facility does not have an electronic monitoring program.

Standard #4-ACRS-2A-15

ANY INTERRUPTION IN SERVICE IS DOCUMENTED AND REPORTED TO THE AUTHORITY HAVING JURISDICTION.

FINDINGS

The facility does not have an electronic monitoring program.

Standard #4-ACRS-2A-16

A DETAILED WRITTEN OFFENDER SCHEDULE IS DEVELOPED AND SIGNED BY A STAFF MEMBER AND THE OFFENDER.

FINDINGS

The facility does not have an electronic monitoring program.

Standard #4-ACRS-2A-17

PROVISIONS ARE MADE FOR THOSE WHO ARE UNABLE TO PAY PROGRAM COSTS.

FINDINGS

The facility does not have an electronic monitoring program.

Standard #4-ACRS-4C-07

EACH NEWLY ADMITTED RESIDENT WHO WAS NOT TRANSFERRED FROM A CORRECTIONAL FACILITY UNDERGOES A MEDICAL EXAMINATION WITHIN 14 DAYS OF ADMISSION.

FINDINGS

WCCCF only receives offenders from correctional facilities..

Standard #4-ACRS-4C-14-1

WHERE NURSING INFANTS ARE ALLOWED TO REMAIN WITH THEIR MOTHERS, PROVISIONS ARE MADE FOR A NURSERY, STAFFED BY QUALIFIED PERSONS, WHERE THE INFANTS ARE PLACED WHEN THEY ARE NOT IN THE CARE OF THEIR MOTHERS.

FINDINGS

WCCCF does not have a nursing mother program.

Standard #4-ACRS-6A-04-1

THE ASSIGNMENT OF APPROPRIATELY TRAINED INDIVIDUALS TO ASSIST DISABLED OFFENDERS WHO CANNOT OTHERWISE PERFORM BASIC LIFE FUNCTIONS IS PROVIDED.

FINDINGS

The facility does not receive residents who cannot perform basic life functions.

Standard #4-ACRS-6A-04-2

EDUCATION, EQUIPMENT AND FACILITIES, AND THE SUPPORT NECESSARY FOR INMATES WITH DISABILITIES TO PERFORM SELF-CARE AND PERSONAL HYGIENE IN A REASONABLY PRIVATE ENVIRONMENT ARE PROVIDED.

FINDINGS

Admission criteria does not include inmates with disabilities.

Standard #4-ACRS-7A-02

A SOLE PROPRIETOR OPERATING A FACILITY IS ABLE TO DOCUMENT THAT NECESSARY LEGAL MEASURES HAVE BEEN TAKEN TO PROVIDE CONTINUITY OF SERVICE IN THE EVENT OF BANKRUPTCY, INCAPACITATION, RETIREMENT, OR DEATH.

FINDINGS

WCCCF does not operate as a sole proprietor.

Standard #4-ACRS-7A-03

THE AGENCY SATISFIES PERIODIC FILING REQUIREMENTS NECESSARY TO MAINTAIN ITS LEGAL AUTHORITY TO CONTINUE OPERATIONS. (PRIVATE AGENCIES ONLY).

FINDINGS

WCCCF is not a private agency.

Standard #4-ACRS-7A-04

AT A MINIMUM, THE BYLAWS FOR THE GOVERNING AUTHORITY OF THE AGENCY INCLUDE:

- MEMBERSHIP (TYPES, QUALIFICATIONS, COMMUNITY REPRESENTATION, RIGHTS, DUTIES)
- SIZE OF GOVERNING BODY
- METHOD OF SELECTION
- TERMS OF OFFICE
- DUTIES AND RESPONSIBILITIES OF OFFICERS
- TIMES AUTHORITY WILL MEET
- COMMITTEES
- PARLIAMENTARY PROCEDURES
- RECORDING OF MINUTES
- METHOD OF AMENDING THE BYLAWS
- CONFLICT OF INTEREST PROVISIONS
- QUORUM

FINDINGS

WCCCF is not a private agency.

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: West Central CCF

Year 2013 – 2014

Incidents		Months												S e p t
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug		
Assault: Offenders/ Offenders*	Indicate types (sexual**, physical, etc.)	0	0	0	0	P	0	0	0	0	0	0	0	0
	# With Weapon	0	0	0	0	0	0	0	0	0	0	0	0	0
	# Without Weapon	0	0	0	0	1	0	0	0	0	0	0	0	0
Assault: Offender/ Staff	Indicate types (sexual**, physical, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0
	# With Weapon	0	0	0	0	0	0	0	0	0	0	0	0	0
	# Without Weapon	0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Forced Moves Used***	(Cell extraction or other forced relocation of offenders)	0	0	0	0	1	0	2	0	0	0	0	0	0
Disturbances****		0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Times Chemical Agents Used		0	0	0	0	0	0	0	0	0	0	0	0	0
Number of Times Special Reaction Team Used		0	0	0	0	0	0	0	0	0	0	0	0	0
Four/Five Point Restraints	Number	0	0	0	0	0	0	0	0	0	0	0	0	0
	Indicate type (chair, bed, board, etc.)	0	0	0	0	0	0	0	0	0	0	0	0	0
Offender Medical Referrals as a Result of Injuries Sustained	#'s should reflect incidents on this form, not rec or other source	0	0	0	0	0	1	0	0	0	0	0	0	0
Escapes	# Attempted	0	0	0	0	0	0	0	0	0	0	0	0	0
	# Actual	0	0	0	0	0	0	0	0	0	0	0	0	0
Substantiated Grievances (resolved in favor of offender)	Reason (medical, food, religious, etc.)	0	0	0	M	0	0	0	0	0	0	0	0	0
	Number	0	0	0	1	0	0	0	0	0	0	0	0	0
Deaths	Reason (violent, illness, suicide, natural)	0	0	0	0	0	0	0	0	0	0	0	0	0
	Number	0	0	0	0	0	0	0	0	0	0	0	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



ACRS Outcome Measure Worksheet				
WCCCF Oct. 2013 to Sept. 2014				
Standard	Outcome Measure		Value	Calculated O.M
1A	(1)	Number of worker compensation claims filed for injuries that resulted from the physical environment in the past 12 months	2	
	divided by	Average number of Full-Time Equivalent staff positions during the past 12 months	53	.04%
	(2)	Number of illnesses requiring medical attention as a result of the physical environment of the facility in the past 12 months	0	
	divided by	Average Daily Offender Population for the past 12 months	136	0.00%
	(3)	Number of physical injuries or emotional trauma requiring treatment as a result of the physical environment of the facility in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(4)	Number of sanitation or health code violations identified by external agencies in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
1B	(1)	Number of accidents resulting in property damage in the past 12 months	0	
	divided by	total number of miles driven in the past 12 months unless otherwise noted	45,453	0.00%
	(2)	Number of accidents resulting in injuries requiring medical treatment for any party in the past 12 months	0	
	divided by	total number of miles driven in the past 12 months unless otherwise noted.	45,453	0.00%
	(3)	Amount (\$) of damage from vehicle accidents in the past 12 months.	\$0.00	
	divided by	total number of miles driven in the past 12 months unless otherwise noted.	45,453	0.00%
1C	(1)	Number of emergencies, caused by forces external to the facility, that result in property damage in the past 12 months.	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
	(2)	Number of injuries, caused by forces external to the facility, requiring medical attention that result from emergencies in the past 12 months.	0	

	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
(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 Offender Population for the Past 12 Months.	136	0.00%
(4)		Number of hours that facility operations were suspended due to emergencies caused by forces external to the facility in the past 12 months	0.75	
	divided by	Number of emergencies caused by forces external to the facility.	1	0.75
(5)		Number of emergencies that were not caused by forces external to the facility that resulted in property damage in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
(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	2	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.01%
(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 Offender Population for the Past 12 Months.	136	0.00%
(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.	7	0.00%
(9)		Number of injuries requiring medical treatment resulting from fires in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
(10)		Number of fires that resulted in property damage in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
(11)		Amount (\$) of property damage from fire in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
(12)		Number of code violations cited in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%

	(13)	Number of incidents involving toxic or caustic materials in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
	(14)	Number of incidents of inventory discrepancies during the past 12 months	12	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.09%
2A	(1)	Number of incidents in the past 12 months	414	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	3.04%
	(2)	Number of physical injuries or emotional trauma requiring treatment as a result of the incidents in the past 12 months.	31	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.23%
	(3)	Number of unauthorized offender absences from the facility in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(4)	Number of times facility did not report offender absence to the responsible jurisdiction within the established time.	0	
	divided by	Number of unauthorized offender absences	0	0.00%
	(5)	Number of instances of unauthorized access to the facility in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
2B	(1)	Number of instances in which force was used in the past 12 months.	3	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.02%
	(2)	Number of times that staff use of force was found to have been inappropriate in the past 12 months.	0	
	divided by	number of instances in which force was used	3	0.00%
	(3)	Number of offender grievances filed alleging inappropriate use of force in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%
	(4)	Number of grievances alleging inappropriate use of force decided in favor of offender in the past 12 months.	0	
	divided by	number of grievances alleging inappropriate use of force filed	0	0.00%
	(5)	Number of injuries requiring medical treatment resulting from staff use of force in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.00%

2C	(1)	Number of incidents involving contraband in the past 12 months	36	
	divided by	Average Daily Offender Population for the Past 12 Months.	136	0.26
	(2)	Number of weapons found in the facility in the past 12 months	1	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.01%
	(3)	Number of controlled substances found in the facility in the past 12 months	1	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.01%
2D	(1)	Number of incidents involving keys in the past 12 months	13	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.10%
	(2)	Number of incidents involving tools in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
3A	(1)	Number of rule violations in the past 12 months	4738	
	divided by	Average Daily Offender Population for the Past 12 Months	136	34.83
	(2)	Number of offenders terminated from the facility due to rule violations in the past 12 months	42	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.31%
4A	(1)	Number of documented offender illnesses attributed food service operations in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(2)	Number of offender grievances about food service decided in favor of the offender the past 12 months	0	
	divided by	Number of offender grievances about food service in the past 12 months.	0	0.00%
	(3)	Number of violations cited by independent authorities for food service sanitation in the past 12 months	0	0.00%
4B	(1)	Offender grievances regarding offender access to personal hygiene decided in favor of the offender in the past 12 months	0	
	divided by	Number of offender grievances about access to personal hygiene in the past 12 months	0	0.00%
4C	(1)	Number of suicide attempts in the past 12 months	2	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.02%
	(2)	Number of offender suicides in the past 12 months	0	

	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(3)	Number of offender grievances regarding access to health care in the past 12 months	4	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.03%
	(4)	Number of offender health care access complaints that are found to have merit in the past 12 months	1	
	divided by	Number of offender grievances regarding access to health care in the past 12 months	4	0.25%
	(5)	Number of court suits filed against the facility challenging access to health care in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(6)	Number of health care access court cases decided against the facility in the past 12 months	0	
	divided by	Number of court suits filed against the facility challenging access to health care in the past 12 months	0	0.00%
5A	(1)	Number of offenders who are employed upon release in the past 12 months	0	
	divided by	Number of offenders released in the past 12 months	341	0.00%
	(2)	Number of offenders who move into permanent housing upon release in the past 12 months	145	
	divided by	Number of offenders released in the 12 months	341	0.43%
	(3)	Number of offender substance abuse tests for which the results were positive in the past 12 mos.	22	
	divided by	Number of tests administered in the past 12 months	674	0.03%
	(4)	Total number of offenders who successfully completed the program in the past 12 months	246	
	divided by	Number of offenders who left the program in the past 12 months	341	0.72%
	(5)	Number of offenders who showed improvement as measured by the objective assessment instrument prior to release in the past 12 months	219	
	divided by	Number of offenders released in the past 12 months	341	0.64%
	(6)	Number of offenders who were arrested while in residence in the past 12 months	0	
	divided by	Daily Offender Population for the Past 12 Months	136	0.00%
6A	(1)	Total number of offender 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	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%

	(2)	Number of offender grievance (see a through e above) decided in favor of offenders in the past 12 months	0	
	divided by	Total number of grievances filed in the past 12 months	30	0.00%
	(3)	Total number of offender court suits alleging violation of offender rights filed against the facility in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(4)	Number of offender court suits alleging violation of offender rights decided in favor of offenders in the past 12 months	0	
	divided by	Total number of offender suits filed in the past 12 months	0	0.00%
6B	(1)	Number of offender grievances regarding discrimination in the past 12 months	1	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.01%
	(2)	Number of offender grievances regarding discrimination resolved in favor of offenders in the past 12 months	0	
	divided by	Total number of offender grievances filed regarding discrimination in the past 12 months	1	0.00%
	(3)	Number of grievances resolved in favor of offenders in the past 12 months	1	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.01%
	(4)	Number of grievances resolved in favor of offenders in the past 12 months	1	
	divided by	Total number of grievances filed in the past 12 months	30	0.03%
6C	(1)	Number of disciplinary incidents resolved informally in the past 12 months	4653	
	divided by	Average Daily Offender Population for the Past 12 Months	136	34.21
	(2)	Number of formal offender disciplinary decisions that were are appealed in the past 12 months	4757	
	divided by	Total number of disciplinary decisions made in the past 12 months	165	28.83%
	(3)	Number of appealed disciplinary decisions decided in favor of the offender in the past 12 months	0	
	divided by	Total number of disciplinary decisions made in the past 12 months	4757	0.00%
	(4)	Number grievances filed by offenders challenging disciplinary procedures in the past 12 months	4	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.03%

	(5)	Number of disciplinary-related grievances resolved in favor of the offender in the past 12 months	0	
	divided by	Total number of disciplinary-related grievances filed in the past 12 months	4	0.00%
	(6)	Number of court suits filed against the facility regarding discipline in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(7)	Number of court cases regarding discipline decided against the facility in the past 12 months	0	
	divided by	Total number of court decisions regarding discipline decided in the past 12 months	0	0.00%
	(8)	Number of rule violations in the past 12 months	4757	
	divided by	Average Daily Offender Population for the Past 12 Months	136	34.97
	(9)	Number of offenders terminated from the facility due to rule violations in the past 12 months	52	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.38%
6D	(1)	Number of offenders released in the past 12 months who made regular payments toward their restitution obligations	1	
	divided by	Number of offenders who had restitution obligations in the past 12 months	90	0.01%
	(2)	Number of offenders who satisfy their court cost/fines obligations in the past 12 months	2	
	divided by	Number of offenders who had court cost/fine obligations in the past 12 months	121	0.02%
	(3)	Total amount of restitution paid by offenders in the past 12 months	\$0.00	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(4)	Total number of hours of community service donated by offenders in the past 12 months	14780	
	divided by	Average Daily Offender Population for the Past 12 Months	136	112.36%
	(5)	Total number of offenders who participated in restitution in the past 12 months	1	
	divided by	Total number of offenders housed in the past 12 months	341	100.00%
	(6)	Total number of offenders who participated in community service work in the past 12 months	1346	
	divided by	Total number of offenders housed in the past 12 months	341	3.95%
	(7)	Total number of offenders who participated in victim awareness programs in the past 12 months	0	
	divided by	Total number of offenders housed in the past 12 months	341	100.00%

	(8)	Total amount of restitution paid by offenders in the past 12 months	\$20.00	
	divided by	Total number of offenders housed in the past 12 months	341	0.06
	(9)	Total number of hours delivered by offenders who participated in community service work in the past 12 months	147780	
	divided by	Total number of offenders housed in the past 12 months	341	433.37
7A		None		
7B	(1)	Total number of years of staff members' education as of the end of the last calendar year	896	
	divided by	Number of staff at the end of the last calendar year	53	16.91
	(2)	Number of staff who left employment for any reason in the past 12 months	12	
	divided by	Number of full-time equivalent staff positions in the past 12 months	53	0.23%
	(3)	Total number of credit hours in course relevant to their facility responsibilities earned by staff participating in higher education in the past 12 months	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months	53	0.00
	(4)	Number of professional development events attended by staff in the past 12 months	5	
	divided by	Number of full-time equivalent staff positions in the past 12 months	53	.09%
7C	(1)	Number of incidents in which staff were found to have acted in violation of facility policy in the past 12 months	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months	53	0.00
	(2)	Number of staff terminated for conduct violations in the past 12 months	3	
	divided by	Number of full-time equivalent staff positions in the past 12 months	53	0.06%
	(3)	Number of offender grievances attributed to improper staff conduct which were upheld in the past 12 months	0	
	divided by	Number of offenders grievances alleging improper staff conduct filed in the past 12 months	16	0.00%
	(4)	Number of offender grievances attributed to improper staff conduct which were upheld in the past 12 months	0	
	divided by	Average Daily Population for the past 12 months	136	0.00%
	(5)	Where staff are tested, the number of staff substance abuse tests failed in the past 12 months	0	
	divided by	Number of staff substance abuse tests administered in the past 12 months	17	0.00%

7D	(1)	Net amount of budget shortfalls or surplus at the end of the last fiscal year (budget less expenditures)	0	
	divided by	Budget for the past 12 months	3,344,885	0.00%
	(2)	Number of material audit findings by an independent financial auditor at the conclusion of the last audit	0	0.00%
	(3)	Number of grievances filed by offenders regarding their records or property in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(4)	Number of offender grievances (records/property) decided in favor of offenders in the past 12 months	0	
	divided by	Total number of offender grievances (records/property) in the past 12 months	0	0.00%
	(5)	Number of objectives achieved in the past 12 months	5	
	divided by	Number of objectives for the past 12 months	6	0.83%
	(6)	Number of program changes made in the past 12 months	0	
	divided by	Number of program changes recommended in the past 12 months	0	0.00%
7E	(1)	Number of grievances filed by staff in the past 12 months	0	
	divided by	Number of full-time equivalent staff positions in the past 12 months.	53	0.00%
	(2)	Number of staff grievances decided in favor of staff in the past 12 months	0	
	divided by	Total number of staff grievances in the past 12 months	0	0.00%
	(3)	Total number of years of staff members' experience in the field as of the end of the last calendar year	1948.49	
	divided by	Number of staff at the end of the last calendar year (e.g. Average number of years experience)	53	36.76
	(4)	Number of staff termination or demotion hearings in which the facility decision was upheld in the past 12 months	3	
	divided by	Number of staff termination or demotion hearings requested in the past 12 months	3	1.00%
7F	(1)	Total number of hours of volunteer service delivered by members of the community in the past 12 months	14,780	
	divided by	Average Daily Offender Population for the Past 12 Months	136	108.65%
	(2)	Total number of individual community members who provided voluntary service in the past 12 months	24	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.18%

	(3)	Total number of complaints filed by media regarding access to information in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(4)	Total number of positive statements made by media regarding the facility in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(5)	Total number of complaints from the community in the past 12 months	0	
	divided by	Average Daily Offender Population for the Past 12 Months	136	0.00%
	(6)	Total number of hours of community service work delivered by offenders in the past 12 months	14,780	
	divided by	Average Daily Offender Population for the Past 12 Months	136	108.65%