

# PREA AUDIT: AUDITOR'S SUMMARY REPORT

## ADULT PRISONS & JAILS

NATIONAL  
**PREA**  
RESOURCE  
CENTER



**BJA**  
Bureau of Justice Assistance  
U.S. Department of Justice

<b>Name of facility:</b>		Jean Conservation Camp	
<b>Physical address:</b>		4370 Smiley Road Las Vegas NV 89018	
<b>Date report submitted:</b>		July 21-22, 2014	
<b>Auditor Information</b>			
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<b>Date of facility visit:</b>		July 21-23, 2014	
<b>Facility Information</b>			
<b>Facility mailing Address:</b> <i>(if different from above)</i>			
<b>Telephone number:</b>		702-668-7201	
<b>The facility is:</b>	<input type="checkbox"/> Military	<input type="checkbox"/> County	<input type="checkbox"/> Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipale	<input checked="" type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
<b>Facility type:</b>	<input type="checkbox"/> Jail	<input checked="" type="checkbox"/> Prison	
<b>Name of PREA Compliance Manager:</b>		Will Reubart	<b>Title:</b> CCS III
<b>Email address:</b>		wreubart@doc.nv.gov	<b>Telephone Number:</b> 702-668-7285
<b>Agency Information</b>			
<b>Name of Agency:</b>		Nevada Department of Corrections	
<b>Governing authority or parent agency:</b> <i>(If applicable)</i>			
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<b>Agency Chief Executive Officer</b>			
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# AUDIT FINDINGS

**NARRATIVE:** On July 21-22, 2014 Shannon McReynolds, Inspector General for the New Mexico Corrections Department and USDOJ certified PREA auditor, conducted an on-site visit as part of PREA audit of the Jean Conservation Camp (JCC) in Jean, Nevada. The Department point of contact was Pamela Del Porto, Inspector General and PREA Coordinator for the Nevada Department of Corrections (NDOC). The point of contact for JCC was Will Reubart, the facility PREA Compliance Manager. The pre-audit activities included a review of Administrative Regulations, Operational Procedures, and documentation reflecting that processes were actually employed to prevent, detect, and respond to sexual victimization. Mr. Reubart supplied the documentation provided for pre-audit reviews and activities. Both Mr. Reubart and Ms. Del Porto subsequently provided additional documentation necessary to make conclusive findings for the audit. The on-site visit consisted of an inspection of every housing unit, all critical service areas, program areas, maintenance buildings, and administrative offices.

In addition to document reviews and facility inspection, fourteen staff members were interviewed, including senior management, a case manager, a medical provider, human resources staff, behavioral health staff, members of the sexual abuse incident review team, investigators, and a random number of correctional officers. Further, twelve inmates were interviewed as part of the audit, including those identified as part of the LGBTI community at the facility, as well as inmates identified as disabled and those identified as limited-English-proficient. The mission of the facility is as a firefighting unit working with the Nevada Department of Forestry (NDF) and has less than 165 inmates in the population. Due to the limited population and the mission, the facility did not identify any inmates who were screened as being at high risk for sexual victimization.

Unique features of the NDOC include:

1. A centralized human resource office;
2. Investigators who are certified to conduct criminal as well as administrative investigations, and;
3. A close collaboration with the Nevada Attorney General's office for the prosecution of criminal allegations.

Unique features of JCC include:

1. It is under the administrative control of Warden Jo Gentry of the Florence McClure Correctional Center.
2. A small inmate population of 126 inmates on the day of the site visit;
3. A unique firefighting mission and contract with NDF that limits the pool of inmates who may be housed at the facility, and;
4. The absence of a disciplinary or administrative segregation unit.

**DESCRIPTION OF FACILITY CHARACTERISTICS:**

Jean Conservation camp is a facility comprised of five housing units with a total of 240 beds. Each housing unit is divided into bays with four bunks in each bay for a total of 48 beds in each housing unit, with no doors to restrict visual monitoring of minimum custody inmates. Showers consist of three walls and a curtain, providing privacy from cross-gender viewing. Rooms containing hot water heaters are secured with hasps and padlocks. The physical plant also includes a food service facility, maintenance storage buildings, and administrative offices. The gym facility also houses the education room, library, mental health offices, visitation space, and storage space, (also secured by hasps and padlocks). There is currently no video monitoring system in place.

JCC has an average daily population of 130 minimum custody inmates. Approximately two thirds of the inmate population is assigned to one of seven 12-man fire crews. Assignment to the fire crews requires extensive fire fighter training delivered by the Nevada Department of Forestry (NDF). The contractual agreement between JCC and NDF requires NDF employees to complete PREA training and pass a background check. JCC also has a GED program.

**SUMMARY OF AUDIT FINDINGS:**

Inmates who were interviewed all cooperated with the interview process and none made any allegations of sexual abuse at JCC. All inmates who were formally interviewed, as well as those who were interviewed during the facility tour, indicated that they had received training on PREA by watching a DVD presentation, which was confirmed by signed and dated acknowledgment forms. All inmates who were formally interviewed, as well as those who were interviewed during the facility tour, indicated that they had been through the PREA screening process, which was confirmed by a random review of case notes in NOTIS and by reviewing a random sample of completed screening forms. All inmates who were formally interviewed, as well as those who were interviewed during the facility tour, indicated that they knew the various mechanisms for reporting sexual abuse, the services available to victims of sexual abuse, and had been advised of prevention strategies.

JCC staff cooperated with the interviews and all expressed support for the goals of PREA. All staff indicated that they had received a four-hour block of training on PREA, which was corroborated by training certificates, acknowledgement forms, and training logs. Even though JCC has a medical staff member and a mental health staff member on site, JCC relies on medical and behavioral health staff from Florence McClure Correctional Center to provide critical medical and behavioral health services. All medical and behavioral health staff from FMCC received specialized training related to their duties under PREA, confirmed by training certificates, acknowledgement forms, and training logs. JCC relies on CCS III William Reubart to monitor staff and inmates to ensure that they do not experience retaliation for making reports of sexual victimization

Agency Regulations and Operational Procedures in general reflected the requirements of PREA, though some Agency Regulations needed corrective action to more expressly reflect the

requirements of PREA. The Agency has since taken the corrective action required to meet the PREA standards.

Number of standards exceeded: 0

Number of standards met: 43

Number of standards not met: 0

**Standard**

**Number here: 115.11**, Zero Tolerance of sexual abuse and sexual harassment; Prison Rape Elimination Act (PREA) coordinator

- Exceeds Standard (substantially exceed requirement of standards)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.11 has three elements that the facility must meet for a finding of "meets standard".

The first element requires a written policy mandating zero tolerance towards all forms of sexual abuse and harassment and an outline of the agency's approach to preventing, detecting, and responding to such conduct. Jean Conservation Camp (JCC) Operational Procedure 421, page 1 establishes the zero tolerance policy for all forms of sexual abuse and harassment. OP-421 page 2 contained the facility's approach to preventing, detecting, and responding to such conduct by mandating training for staff (including first-responder training) and inmates, screening staff and inmates, and providing a multi-route reporting mechanism. Further, the Nevada Department of Corrections publishes a reporting hotline on its website and has attempted to establish a written MOU with a state-wide advocacy group.

The second element requires that the agency employ an upper-level agency-wide PREA coordinator with sufficient time and authority to oversee agency efforts to comply with PREA standards in all of its facilities. NDOC has produced a written memorandum assigning Inspector General Pamela Del Porto as the agency's PREA coordinator. The organizational chart shows that Ms. Del Porto reports directly to Director Greg Cox. Ms. Del Porto reported in her interview that she has sufficient time to develop, implement, and oversee efforts to comply with PREA.

The third element requires that where an agency operates more than one facility, each facility shall have a PREA compliance manager with sufficient time and authority to coordinate facility efforts to comply with the PREA standards. The facility has produced written documentation showing William Reubart has been assigned as the facility PREA compliance manager. The organizational chart shows that Mr. Reubart reports directly to Warden Gentry, and in his interview, Mr. Reubart reports that he has been dedicated exclusively to PREA compliance efforts and has sufficient time and authority to coordinate the facility's efforts to comply with the PREA standards.

**RECOMMENDATION:** None

**Standard****Number here: 115.12** Contracting with other entities for the confinement of inmates.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.12 has two elements that a facility must meet for a finding of "meets standard".

The first element requires that contracts with private agencies or other entities include the entities obligation to adopt and comply with the PREA standards. Information provided in interviews of the Inspector General and a review of the agency website indicate that NDOC does not contract with any private facilities or other entities to house inmates, so the audit tool shows "N/A". Thus the facility is compliant with this element.

The second element requires that new contracts or contract renewals provide for agency contract monitoring to ensure the contractor is complying with the PREA standards. As previously noted, the interview with the Inspector General and a review of the NDOC website indicate NDOC does not contract with any private facilities or other entities to house inmates, so the audit too, shows "N/A". Thus the facility is compliant with this element.

**RECOMMENDATION:** None

**Standard****Number here: 115.13** Supervision and monitoring

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.13 has four elements that a facility must meet for a finding of "meets standard".

The first element requires that the facility develop, document, and make best efforts to comply on a regular basis with a staff plan that provides for adequate staffing and video monitoring, and taking into consideration 11 conditions. The facility produced a staffing plan in OP-325 and OP-400 that specifically addressed each of the 11 conditions. The tour of the facility confirmed that assigned staff and supervisors were actually at their assigned post. Based on auditor review of these activities, the facility is determined to have met the requirements of this element.

The second element requires that where the staffing plan is not complied with, the facility documents and justifies the deviation. Interviews with senior staff consistently indicated that deviations from the staffing plan were overcome with the use of overtime, pull posts, and shut-down posts. The audit tool indicates that if the facility has no deviations from the staffing plan, the audit tool instructs that this element is to be marked "N/A". Thus the facility meets this element.

The third element requires that at least once each year, the agency, in consultation with the PREA Coordinator, assess, determine, and document where adjustments are needed to the staffing plan, technology assets, and resources to ensure adherence to the staffing plan. The facility has taken corrective action and has performed the annual assessment for JCC. Thus the facility meets this element.

The fourth element requires that the facility implements a policy and practice of having intermediate or higher level supervisors conduct unannounced rounds in the units during day and night shifts and that the policy prohibits staff from alerting other staff that these unannounced rounds are occurring. OP-325 requires unannounced rounds by the lieutenants on each shift and prohibits staff from alerting other staff when these rounds are occurring. A review of the offender unit report and interviews with supervisory staff demonstrated that the rounds actually occurred. Thus, the facility meets this element.

**RECOMMENDATION:** In conjunction with the PREA Coordinator, perform the assessment of the staffing plan to document the need for adjustments in the staffing plan and technology assets.

**Standard**

**Number here: 115.14** Youthful inmates

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.14 has three elements that a facility must meet for a finding of "meets standard".

The first element requires that youthful inmates will not be placed in a housing unit where they will have sight, sound, or physical contact with adult offenders through the use of shared day rooms, shower areas, or sleeping quarters. The audit tool specifies that this element is non-applicable if the facility does not have youthful inmates. The warden and PREA compliance manager report that JCC does not have any youthful inmates, and interviews of a random sample of the inmate population did not identify any youthful offenders. Thus the facility meets this element.

The second element requires that outside of the housing unit sight and sound separation is maintained for youthful offenders or that there is direct supervision when youthful inmates have contact with adult offenders. The audit tool specifies that this element is non-applicable if the facility does not have youthful inmates. The warden and PREA compliance manager report that JCC does not have any youthful inmates, and interviews of a random sample of the inmate population did not identify any youthful offenders. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.15** Limits to cross-gender viewing and searches.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.15 has six elements that a facility must meet for a finding of "meets standard".

The first element requires that the facility shall not conduct cross-gender strip searches or cross gender body cavity searches except in exigent circumstances or when performed by medical practitioners. OP-422 prohibits such searches except in exigent circumstances or when performed by medical practitioners. JCC is a female inmate facility, and a review of search documentation and interviews with officers

indicate that no male officers performed strip searches on female inmates or that any body cavity searches were made by anyone other than a medical practitioner. Thus the facility meets this element. The second element in the standard has a date parameter starting August 20, 2015 and requires a finding of N/A prior to that date. Thus the facility meets this element.

The third element in the standards requires that the facility document all cross-gender strip searches and cross-gender visual body cavity searches. A review of search documentation and interviews with both male and female officers indicate that no male officers performed strip searches or visual body cavity searches on female inmates. Thus the facility meets this element.

The fourth element requires that the facility have policies and procedures that enable inmates to shower, perform bodily functions and change clothes without non-medical staff of the opposite gender viewing them except in exigent circumstances, and that opposite gender staff announce themselves when entering the housing unit. OP-400 requires that inmates be allowed to engage in the above activities without being viewed by opposite gender staff. A tour of the shower and toilet areas in the housing units indicates that there are adequate visual barriers to prevent opposite gender viewing from the floor without creating isolated areas where possible assaults could occur. The tour of the facility also evidenced that male staff entering the unit announce their presence when entering. Thus the facility meets this element.

The fifth element in the standard requires that the facility shall not search or physically examine a transgender or intersex inmate for the sole purpose of determining the inmate's genital status. OP-422 prohibits such searches. The interviews with the intake staff, unit officers, and medical staff indicate that such searches are not performed and that there is sufficient information in the inmate medical record to make a determination of the inmate's genital status.

The sixth element requires that security staff receive training in conducting cross-gender pat down searches and searches of transgender and intersex inmates in the least intrusive manner possible, consistent with security needs. The lesson plan on searches includes training on cross gender searches and searches of transgender and intersex inmates. The facility also produced training acknowledgement forms signed by all the staff members at JCC. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.16** Inmates with disabilities and inmates who are limited English proficient.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.13 has three elements that a facility must meet for a finding of "meets standard".

The first element requires that the agency shall take *appropriate* steps to ensure inmates with disabilities have equal opportunity to participate in or benefit from efforts to prevent, detect, and respond to sexual abuse, including the use of written materials, interpreters, etc. This is established in OP-421, and the facility produced a DVD for sight impaired inmates and written material in English, Spanish, and Braille for hearing and sight impaired inmates.

The second element of the standard requires that the agency shall take *appropriate* steps to ensure meaningful access to the facility's efforts for inmates who are limited English proficient, including the use of interpreters. The facility produced written Spanish language PREA materials for LEP inmates and a Spanish language PREA DVD. A tour of the facility revealed PREA posters in Spanish. The facility also

has a Spanish-speaking staff member who can provide interpreter services, and when that person is unavailable, the facility can rely on a staff interpreter from FMCC. Interviews with LEP inmates demonstrated that they knew about and understood PREA.

The third element of the standard requires that the facility shall not rely on inmate interpreters except in limited circumstances. This is established in OP-421. The facility also has staff interpreters to assist inmates. Officers working in the units indicated that they only use staff interpreters and that the use of inmate interpreters was prohibited.

**RECOMMENDATIONS:** None.

**Standard**

**Number here: 115.17** Hiring and promotion decisions.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.17 has eight elements that a facility must meet for a finding of "meets standard".

The first element of the standard requires that the agency shall not hire or promote anyone who may have contact with inmates and shall not enlist the services of any contractor who may have contact with inmates, who have engaged in certain prohibited behaviors. A review of AR-212, AR-300, and AR-308 revealed policy language prohibiting the hiring or promotion of those who have engaged in those prohibited behaviors. A review of the applicant packet for NDOC indicates that questions regarding past conduct are asked and answered. Thus the facility meets this element.

The second element requires that the agency consider incidents of sexual harassment in determining whether to hire or promote anyone who may have contact with inmates. AR-300 requires considering incidents of sexual harassment in the hiring or promotion of anyone who may have contact with inmates. Thus the facility meets this element.

The third element requires that the agency conduct a criminal background check on new employees and make best efforts to contact prior institutional employers for information of substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation. AR-300 requires such reviews. The NDOC has taken corrective action and the Inspector General's Office provided documentation showing that criminal background checks are being conducted on new applicants. There was also documentation in the file that JCC would secure signed permission from applicants to make inquiries from former employers and then make best efforts to contract all prior institutional employers. Thus the facility meets this element.

The fourth element requires that criminal background checks are conducted on contractors. JCC does not employ contractors who may have contact with inmates to provide services in the facility. AR-212 requires criminal background checks on contractors. Thus the facility meets this element.

The fifth element requires that the facility conduct criminal background checks on employees at least every five years, or have some other system of capturing such information. AR-212 and AR-300 requires a periodic criminal background check, and a system is in place for capturing such information. A review of personnel files and OIG records shows that current NCIC documentation is in the file.

The sixth element requires that the agency ask all applicants and employees about misconduct in written applications or interviews or self-evaluations, and that employees have an affirmative duty to disclose misconduct. AR-300 requires the inquiry for applicants and disclosure during self-evaluations as part of the performance evaluation process.



The seventh element requires that material omissions or false information are grounds for termination. AR-300 provides that material omissions or false information are grounds for termination. Thus the facility meets this element.

The eighth element requires that unless prohibited by law, the agency shall provide information on substantiated allegations involving former employees upon receiving a request from an institutional employer for whom the employee has applied to work. Statute NAC 284.718 prohibits such disclosures, making an exception for those requests made in connection with a state or federal law. The agency produced documentation showing that requests for information about former NDOC employees were answered, and thus the facility meets this element of the standard.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.18** Upgrades to facilities and technologies.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.18 has two elements that a facility must meet for a finding of "meets standard".

The first element requires that when designing or acquiring any new facility, and in planning any substantial expansion or modification of existing facilities, the agency shall consider the effect on the agency's ability to protect inmates. The audit tool has a finding of N/A if the agency has not acquired a new facility or made a substantial expansion since August 20, 2012. JCC has not had a substantial expansion or modification in the past 12 months. Thus, the facility meets this element.

The second element requires that when installing or updating a video monitoring system or other monitoring technology, the agency must consider how it will enhance the agency's ability to protect inmates from sexual abuse. The audit tool has a finding of N/A if the agency has not updated or installed monitoring technology since August 20, 2012. JCC does not currently have a video monitoring system and has not planned an upgrade to develop a video monitoring system. Thus, the facility meets this intent of this element.

**RECOMMENDATION:** None

**Standard**

**Number here: 115.21** Evidence protocol and forensic medical exams.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.21 has eight elements that a facility must meet for a finding of "meets standard".

The first element requires the facility follow a uniform evidence protocol. AR-457 contains the facility's uniform evidence protocol. Interviews with investigators indicated that they are versed in the evidence protocol. Thus the facility meets this element.

The second element requires that the protocol be based on or adapted from the *National Protocol for Sexual Assault Medical Forensic examinations, Adults/Adolescents*. The Inspector General produced documentation establishing that the evidence protocol referenced the National Protocol. Thus the facility meets this element.

The third element requires that the agency shall offer all victims access to forensic medical exams without cost where medically or evidentiarily appropriate performed by a SANE or SAFE and that the facility shall document efforts to provide SANEs or SAFEs. Interviews with Warden Gentry, Nurse Coronel, and PREA Compliance Manager Reubart independently confirmed that victims are transported to an outside medical clinic for the SANE exams, and reviews of investigation records show that victims are being transported when medically or evidentiarily appropriate.

The fourth element requires that the facility attempt to make available to the victim a victim advocate from a rape crisis center and if unavailable, the facility shall document its attempts to make one available. The Inspector General produced emails documenting the attempt to enter into an MOU with a Rape Crisis Center providing state-wide service from Las Vegas, NV. OP-421 identifies the Psychologist III as the facility employee who will provide victim advocacy services for sexual assault victims at JCC. Thus the facility meets this element.

The fifth element requires that, as requested by the victim, the victim advocate shall accompany and support the victim through the exam process and the investigatory process and provide emotional support, crisis intervention, information and referrals. OP-421 requires the facility to allow the victim advocate to support the victim throughout the exam and investigation. Thus, the facility meets this element.

The sixth element requires the agency request that outside investigating agencies follow the requirements enumerated thus far. AR-457 requires the facility to do this. Thus, the facility meets this element.

The seventh element requires that outside state agencies or DOJ component that conduct investigations comply with all the elements of this standard. However, guidance from the PRC indicates that this element is to be counted as N/A.

The eighth element requires that those persons providing advocacy services be screened for appropriateness and received education concerning sexual assault and forensic exams. However, guidance from the PRC indicates that this element is to be counted as N/A.

**RECOMMENDATIONS:** None.

**Standard**

**Number here: 115.22** Policies to ensure referrals for investigations.

- Exceeds Standard (substantially exceed requirement of standards)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.22 has five elements that a facility must meet for a finding of "meets standard". The first element requires that an administrative or criminal investigation be completed for all allegations. The facility produced a log of 29 allegations made by inmates throughout the state. A review of investigation files shows that investigations were being completed in a timely manner. None of the referrals for investigation originated out of JCC, and interviews with inmates did not identify any incidents of sexual abuse, thus the facility meets this element.

The second element requires that the agency shall have a policy that all allegations rising to the level of criminal violations are referred for investigation by an agency with legal authority to conduct criminal investigations and that the referral is documented, and that policy is on the website. AR-457 addresses referrals for criminal investigations and is available on the NDOC website. Thus the facility meets this element.

The third element requires that if a separate entity is responsible for criminal investigations, that the policy describes the responsibilities of the agency and the investigating entity. The audit tool states that this element is N/A if the agency is responsible for its own criminal investigations. Because the investigators in the Inspector General's office are state-certified investigators and can refer cases for prosecution, the facility meets this element.

The fourth element requires that any state entity responsible for investigations in a prison or jail shall have a policy governing the conduct of investigations. The audit tool designates this element as N/A.

The fifth element requires that any DOJ component responsible for conducting criminal investigations or administrative investigations have in place a policy governing the conduct of such investigations. The audit tool designates this element as N/A.

**RECOMMENDATIONS:** None

**Standard**

**Number here: 115.31** Employee Training

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period).
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.31 has four elements that a facility must meet for a finding of "meets standard".

The first element requires that the agency train all employees on 10 different topics related to PREA. A review of the lesson plan determined that the topics are covered. A review of training logs and training certificates determined that staff are receiving the training. Interviews with staff confirm that they and received and understand the training.

The second element requires that training is tailored to the gender of the inmates at the employee's facility and that if an employee is re-assigned to a facility that houses a different gender then they will receive additional training. JCC houses female offenders and a review of the lesson plan shows that it is consistent with the needs of a female population. Management reports that no new staff have been transferred from a male facility in the past 12 months so no additional training has been required. Thus the facility meets this element.

The third element requires that all current employees who have not received training shall be trained within one year of the effective date of PREA and shall receive refresher training every two years, and the facility provides refresher information in years when refresher training is not given. An interview with the PREA Compliance Manager and with random facility staff indicates that all staff have received the training and are scheduled for refresher training. Additionally refresher information on sexual abuse and sexual harassment policies is available for staff.

The fourth element requires that the agency document through employee signature or electronic verification that employees understand the training they have received. The facility provided documentation that employees signed documents acknowledging that they understood the training they received. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.32** Volunteer and contractor training.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.32 has three elements that a facility must meet for a finding of "meets standard".

The first element requires that all volunteers and contractors receive training on their responsibility under the agency's PREA policy. A review of the NIC lesson plan used to train volunteers and contractors shows that the PREA policy is explained and a review of training records show that volunteers are receiving the training. Thus the facility meets this element.

The second element requires that the level and type of training received by volunteers and contractors is based on the level of contact they have with inmates and includes the agency's zero-tolerance policy and how to report sexual abuse. A review of the NIC developed lesson plan finds that it includes the zero-tolerance statement and information on reporting sexual abuse. Thus the facility meets this element.

The third element requires that the facility maintain documentation confirming that volunteers understand the training they have received. The Inspector General produced documentation in which volunteers who acknowledged that they had an understanding the training were placed on the approved contractor/visitor list. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.33** Inmate Education

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.33 has six elements that a facility must meet for a finding of "meets standard".

The first element requires that inmates are informed at intake of the agency's zero tolerance policy and how to report. AR-421 requires that inmates receive this information at intake. Interviews with inmates at JCC confirmed that they are aware of the zero-tolerance policy and that they know how to report. JCC also produced acknowledgement forms signed by inmates. Thus JCC meets this element.

The second element requires that inmates receive comprehensive information about their right to be free from sexual abuse and to be free from retaliation for reporting, and the agency's procedure for responding to such incidents. The facility produced documents signed by inmates acknowledging that they have received comprehensive training on the about topics. Thus the facility meets this element.

The third element requires that current inmates who have not received the training receive it within one year of the effective date of the standards and upon transfer to a new facility. The facility produced a roster showing the names of the inmate population and documentation of the inmates' participation in

the training. Interviews with a sample of inmates confirmed that they all had received the training. Thus the facility meets this element.

The fourth element requires that the agency provide training in formats accessible to all inmates who are LEP, deaf, visually impaired, and inmates with limited reading skills. JCC produced documentation of written PREA materials in English for deaf inmates, Spanish for LEP inmates, and Braille for sight impaired inmates, as well as a DVD in English and Spanish for sight impaired inmates and inmates with limited reading skills. Interviews LEP inmates also demonstrated that they understood the training. Thus the facility meets this element.

The fifth element of standard requires the facility to maintain documentation of inmate participation in these education sessions. The facility produced documents signed by inmates showing that they received the training. This was further substantiated by inmate interviews in which they unanimously indicated that they had signed documents acknowledging that they had received training.

The sixth element requires that the facility shall ensure that key information is continuously available to inmates through posters, inmate handbooks, and other written formats. A tour of the facility confirmed that posters are posted in the units, and inmates stated that they had received PREA pamphlets the facility has provided to them.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.34** Specialized training: investigations.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.34 has four elements that the facility must meet for a finding of "meets standard".

The first element requires that investigators received training in conducting sexual abuse investigations in confinement settings. The facility produced a lesson plan, sign-in rosters, and training certificates for investigators who participated in the training. Additionally, interviews with investigators confirmed that they received the training. Thus the facility meets this element.

The second element requires that the training include techniques for interviewing, Miranda/Garrity warnings, evidence collection and the criteria and evidence required to substantiate a case. A review of the investigation manual includes instructions on the use of Miranda/Garrity warnings.

The third element requires that the facility maintain documentation that the investigators have completed the training. The Inspector General produced copies of signed training rosters and training certificates. Thus the facility meets this element.

The fourth element requires that any state entity that investigates sexual abuse in confinement settings provides training to it agents and investigators. The facility was unable to produce documents showing that state agents had received training. However, under interpretive guidelines promulgated by the PRC, the facility cannot be held accountable for agents not under its direct control. Thus the facility meets this element.

**RECOMMENDATIONS:** None.

**Standard****Number here: 115.35** Specialized training: medical and mental health care

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.35 has four elements that the facility must meet for a finding of "meets standard".

The first element requires that medical and mental health staff received training in detecting and assessing signs of sexual abuse, preserving evidence, responding to victims, and how to report allegations or suspicions of sexual abuse. The facility produced training certificates showing medical and mental health staff received the training. Additionally, interviews with medical and mental health staff confirmed that they had received this training. Thus the facility meets this element.

The second element requires that *if* medical staff conduct forensic exams, that they shall receive the training referenced in this standard. Medical staff at JCC do not perform forensic exams, which are performed at the local medical clinic.

The third element requires that the agency maintain documentation that medical and mental health staff received the training. The facility produced training certificates showing medical and mental health staff received the training. Additionally, interviews with medical and mental health staff indicate that they have received the training. Thus the facility meets this element.

The fourth element requires that medical and mental health staff also receive the training mandated for employees. The facility produced documentation showing that they had received this training, and interviews with staff confirmed that they had received it. Thus the facility meets this element.

**RECOMMENDATIONS:** None.

**Standard****Number here: 115.41** Screening for risk of victimization and abusiveness.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.41 has nine elements that a facility must meet for a finding of "meets standard".

The first element requires that all inmates are assessed during the intake process. The facility produced documents showing that 165 inmates were assessed. The facility produced documentation that confirmed that inmates were being assessed during the intake process. Thus the facility meets this element.

The second element requires that the screening take place within 72 hours of arrival. OP-573 requires that inmates are screened within two hours of arrival. The facility produced an inmate roster showing dates-of-arrival. This was compared with the dates on the screening forms, confirming that the screening was taking place within 72 hours of arrival.

The third element requires that the assessments shall be conducted using an objective screening instrument. A review of the screening instrument confirms that it uses the objective criteria promulgated in the standards for screening inmates. Thus the facility meets this element.

The fourth element requires that the screening consider 10 criteria for the risk of sexual victimization. A review of the screening instrument shows that it uses the 10 criteria. Thus the facility meets this element.

The fifth element requires that the screening consider three criteria to measure an inmate's the risk of sexual abusiveness. A review of the screening instrument shows that it uses four criteria. Thus the facility meets this element.

The sixth element requires that inmates are rescreened within 30 days. A review of a random sample of documentation from inmate files showed that inmates were being rescreened within 30 days of the initial screening. Thus the facility meets this element.

The seventh element requires that an inmate's risk level will be re-assessed when warranted, requested, or additional information is received. OP-573 requires that inmates are re-assessed when warranted, requested, or additional information is received. A review of investigations documents identified inmates who had need of re-assessment and a review of documentation from inmate files confirmed that those inmates had been re-screened. Thus the facility meets this element.

The eighth element mandates that inmates may not be disciplined for refusal to answer questions or disclose information during screening. OP-573 prohibits disciplining inmates for refusing to disclose or answer questions. No evidence was produced that inmates had been disciplined for refusing to answer or disclose, and no inmates indicated in their interviews that they had received such disciplinary action. Thus the facility meets this element.

The ninth element requires that the agency implement controls on the dissemination within the facility to ensure sensitive information is not exploited to the inmate's detriment. OP-573 requires that the screening tool and information is kept confidential in the I-files and in NOTIS. Interviews with employees also confirmed that they understand that sensitive information is required to be kept confidential. Thus the facility meets this element.

**RECOMMENDATIONS:** None.

**Standard**

**Number here 115.42:** Use of screening information.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.42 has seven elements that the facility must meet for a finding of "meets standard".

The first element requires that the agency shall use screening information to inform housing and program decisions with regard to inmates' safety. PCM Reubart explained how this was accomplished during his interview and that inmates who scored high for risk of sexual victimization were not housed in the same cell with an inmate who scored high for risk of being sexually abusive. Thus the facility meets this element.

The second element requires that the agency makes individualized determinations to ensure the safety of each inmate. A review of the classification tool and needs assessment performed on inmates demonstrates that decisions are made on an individualized basis. Thus the facility meets this element.

The third element requires that decisions are made on a case-by-case basis regarding the placement of transgendered inmates in male or female facilities. The screening tool and classification tool are specific to individual inmates, thus the facility meets this element.

The fourth element requires that placement and programming assignments for transgendered or intersex inmates are reassessed at least twice each year. OP-573 requires that all inmates have their programming and housing assignments reviewed every six months. A review of random inmate file documentation shows that their placement and programming assignments have been reassessed at least twice in the year. Thus the facility meets this element.

The fifth element requires that a transgender or intersex inmate's views are given consideration. OP-573 requires that inmates received due process in the classification and programming process, thus the facility meets this element.

The sixth element requires that transgender and intersex inmates can shower separately from other inmates. JCC does not house any transgendered or intersex inmates at this time, though shower facilities are built as stalls for each shower including three walls and a shower curtain, allowing for disrobing in the stall. Based on direction from the PRC this shower arrangement meets the element, thus JCC meets this element.

The seventh element requires that the agency does not place LGBTI inmates in dedicated facilities, wings, or units based solely on such identification or status. The warden indicated in her interview that no such units exist in the facility. A review of the cell roster shows that those inmates identified as LGBTI are not confined to one unit, and LGBTI inmates indicated in their interviews that they are not housed in segregated units designated for them. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.43** Protective custody

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.43 has five elements that a facility must meet for a finding of "meets standard".

The first element requires that at risk inmates shall not be placed in involuntary segregation unless an assessment of all alternative placements has been made. JCC does not have a segregation unit, thus the facility meets this element.

The second element requires that inmates placed in segregation based solely on their risk level have access to privileges and programs and if access is limited, the limited opportunities and reasons for those limitations are documented. As discussed in the previous element, no inmates matching the criteria were identified at JCC. Thus the facility meets this element.

The third element requires that inmates are only placed in segregation until alternative placements can be identified and that the assignment shall not exceed 30 days. As discussed in the previous element, no inmates matching the criteria were identified. Thus the facility meets this element.

The fourth element requires that if such an inmate is placed in segregation the facility shall document the basis for the facility's concern for his safety and why no alternatives are available. As discussed in the previous element, no inmates matching the criteria were identified. Thus the facility meets this element.

The fifth element requires that inmates who are placed in segregation have their placement reviewed every 30 days to determine if there is a continuing need for placement. JCC does not have a segregation unit, thus the facility meets this element.

**RECOMMENDATION:** None



**Standard****Number here: 115.51** Inmate reporting

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.51 has four elements that a facility must meet for a finding of "meets standard".

The first element requires that the agency provide multiple ways for inmates to privately report sexual abuse and harassment, retaliation, or staff neglect. Inmates at JCC have five independent ways to report sexual victimization, including writing directly to the State Attorney General or the Office of the Inspector General. Thus the facility meets this element.

The second element requires that the facility provide at least one way for inmates to report to a private entity or office that is not part of the agency and that is able to immediately forward reports to agency officials, allowing the inmate to remain anonymous. The Office of the State Attorney General is designated as the outside agency to which inmates may report sexual victimization.

The third element requires that staff shall accept reports made verbally, in writing, anonymously, and from third parties and shall promptly document any verbal reports. AR-322 requires staff to accept verbal, written, and anonymous reports, to document verbal reports in NOTIS, and the agency webpage lists a phone number where third party reports can be made. Thus the facility meets this element.

The fourth element requires that the agency provide a method for staff to privately report sexual abuse and harassment of inmates. Interviews with facility staff indicate that they have several options for reporting incidents of sexual misconduct in a confidential manner and OP-421 allows staff to make private reports. Thus the facility meets this element.

**RECOMMENDATION:** None

**Standard****Number here: 115.52** Exhaustion of administrative remedies.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.52 has six elements that a facility must meet for a finding of "meets standard". A review of both AR-740 and OP-740 for all six elements shows all the elements present.

**RECOMMENDATION:** None.

**Standard****Number here: 115.53** Inmate access to outside confidential support services.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.53 has three elements that a facility must meet for a finding of "meets standard".

The first element requires that the facility shall give inmates access to outside victim advocates by providing mailing addresses and telephone numbers of local, state, or national advocacy programs and that the facility shall enable reasonable communication in as confidential manner as possible. The printed material given to inmates lists the phone number and mailing address to the local rape crisis center and provides phone access to the rape crisis center. Thus the facility meets this element.

The second element requires that facility inform the inmates the extent to which their communication will be monitored and the extent to which the report will be forwarded to authorities in accordance with mandatory reporting laws. OP-421 requires the facility to inform inmates the extent to which their communication will be monitored. The PREA posters in the facility also inform inmates the extent to which their communications will be monitored. Thus the facility meets this standard.

The third element requires that the facility enter into or attempt to enter into MOUs with community service providers who can provide inmates with confidential emotional support services. The Inspector General produced documentation of their attempt to enter into a MOU with a community service provider. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard****Number here: 115.54** Third-party reporting.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard.**

Standard 115.54 has one element that a facility must meet for a finding of "meets standard".

The standard requires that the facility shall establish a method to receive third-party reports of sexual abuse and harassment and publicly distribute information on how to report on behalf of an inmate. The agency website has instructions on how to make a third party report. In their interviews, inmates also stated that they were aware that third party reports could be made on their behalf. Thus the facility meets this standard.

**RECOMMENDATION:** None.

**Standard****Number here: 115.61** Staff and agency reporting duties

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.61 has five elements that a facility must meet for a finding of "meets standard".

The first element requires that staff are required to immediately report knowledge, suspicion, or information regarding an incident of sexual abuse or harassment, retaliation, or staff neglect. AR-322, OP-121, and OP-421 have this requirement. Interviews with staff, including medical and mental health staff, also confirm that this is practice at the facility. Thus the facility meets this element.

The second element requires that staff shall not reveal information to anyone other than make treatment, investigation, and other security/management decisions. AR-322, OP-121, and OP-421 establish this requirement. Interviews with medical and mental health staff also confirm that this is practice at the facility. Thus the facility meets this element.

The third element requires that medical and mental health practitioners are required to report sexual abuse pursuant to this standard and that they are required to inform the inmate of this duty. OP-121 and OP-421 have this requirement. Interviews with medical and mental health staff also confirm that this is practice at the facility. Thus the facility meets this element.

The fourth element requires that if a victim is under the age of 18 or is considered a vulnerable person under statute, the agency shall report the allegation to the designated state or local services agency. OP-121 and OP-421 require the facility to report the allegation to the designated state agency. Interviews with the medical staff person also confirm that she is required to make these reports. Thus the facility meets this element.

The fifth element requires that all third-party reports are reported to the designated investigators. AR-421 and OP-421 contain this requirement and interviews with investigators confirm that this is the practice at the facility. Thus the facility meets this standard.

**RECOMMENDATION:** None**Standard****Number here: 115.62** Agency protection duties

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.62 has one element that a facility needs to meet for a finding of "meets standard".

The standard requires that when an agency learns that an inmate is subject to a substantial risk of imminent sexual abuse, it takes immediate action to protect the inmate. OP-421 has this requirement, and interviews with facility staff indicate that this is the practice at JCC. Additionally, a review of investigation files confirms that when the allegation is made, a referral for investigation is immediately made and that the inmate is separated from the potential threat. Thus the facility meets this standard.

**RECOMMENDATION:** None

**Standard****Number here: 115.63** Reporting to other confinement facilities.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.63 has four elements that a facility must meet for a finding of "meets standard".

The first element requires that upon receiving an allegation that an inmate was sexually abused at another facility, the head of the facility shall notify the head of the facility or the appropriate office of the agency where the alleged abuse occurred. OP-504 contains this requirement thus the facility meets this element.

The second element requires that such notification is provided as soon as possible but no later than 72 hours after receiving the allegation. OP-421 contains this requirement, thus the facility meets this element.

The third element requires that the agency shall document that it has provided such notification. OP-421 requires that notifications are entered into NOTIS, and the facility produced documents showing that this in fact has occurred. Thus the facility meets this element.

The fourth element requires that the facility head or agency office that receives such notification shall ensure that the allegation is investigated in accordance with these standards. OP-421 contains this requirement, and the interview with the facility warden confirmed that this is the practice at JCC. Thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard****Number here: 115.64** Staff first responder duties.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.64 has two elements that a facility must meet for a finding of "meets standard".

The first element requires that upon learning that an inmate was sexually abused the victim and the abuser are separated, the crime scene is preserved, and that the victim is requested to take no actions that could destroy evidence. A review of AR-458, OP-421, and the staff training lesson plan confirms that staff are trained to do this. A review of the printed materials provided for inmates show that these instructions are included. Interviews with staff show that this is the practice at the facility. Thus the facility meets this element.

The second element requires that if the first staff responder is not a security staff member, the responder is required to request that the victim not take any action that could destroy evidence and then notify security staff. A review of AR-458 and the lesson plan given to staff shows that staff are informed of this requirement. Interviews with non-custody employees confirm that this is the practice at this facility. Thus the facility meets this element.

**RECOMMENDATIONS:** None

**Standard**

**Number here: 115.65** Coordinated response.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.65 has one element that a facility must meet for a finding of "meets standard". This standard requires that the facility shall develop a written institutional plan to coordinate actions taken in response to an incident of sexual abuse, among staff first responders, medical and mental health practitioners, investigators, and facility leadership. OP-421, Form "B", and the PREA flow chart documents such a plan and interviews with facility staff confirms that they are familiar with this plan. Thus the facility meets this standard.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.66** Preservation of ability to protect inmates from contact with abusers.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.66 has two elements that a facility must meet for a finding of "meets standard". The first element requires that agency not enter into any collective bargaining agreement that limits the agency's ability to remove alleged staff abusers from contact with inmates pending the outcome of an investigation. There is no CBA for the NDOC, therefore the facility meets this element. The audit tool marks the second element as non-applicable.

**RECOMMENDATION:** None.

**Standard**

**Number here 115.67** Agency protection against retaliation.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.67 has five elements that a facility must meet for a finding of "meets standard".

The first element requires the agency to establish a policy to protect all inmates and staff who report sexual abuse or harassment or cooperate with investigations from retaliation by other inmates or staff, and designates staff members or departments with monitoring retaliation. OP-421 protects inmates and staff from retaliation. William Reubart is designated as the persons who monitors for retaliation. Thus the facility meets this element. In an interview with William Reubart, he identified the elements that would indicate if an inmate was experiencing retaliation.

The second element requires the agency to employ multiple protection measures for inmates or staff who fear retaliation for reporting or cooperating. OP-421 has specific language that supports this element. William Reubart outlined in his interview the multiple measures used at JCC to protect inmates and staff who fear retaliation, including status checks, re-assignment and monitoring. Interviews with staff and inmates confirms that they know what these steps are. Thus the facility meets this element.

The third element requires monitoring those staff or inmates who make reports or cooperate with investigations for retaliation for 90 days. AR-421 establishes a 90-day monitoring period to protect inmates and staff from retaliation. Thus the facility meets this element.

The fourth element requires that monitoring includes periodic status checks. AR-421 contains language that establishes periodic status checks.

The fifth element requires that if any other individual who cooperates with an investigation expresses a fear of retaliation, the agency shall take appropriate measures to protect that individual against retaliation. AR-421 contains language that for any individuals who fear retaliation due to cooperating with an investigation, the agency would take appropriate measures to protect that individual from retaliation.

**RECOMMENDATIONS:** None.

**Standard**

**Number here: 115.68** Post-allegation protective custody.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.68 has one element that the facility must meet for a finding of "meets standard". The standard requires that the use of segregation to house inmates who are alleged to have suffered sexual abuse shall be subject to the requirements of 115.43. JCC does not have a segregation unit in which to place inmates for post allegation protective custody, thus the facility meets this element.

**RECOMMENDATIONS:** None

**Standard**

**Number here: 115.71** Criminal and administrative agency investigations

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Not Meet Standard (required corrective action)

### **Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.71 has twelve elements that a facility must meet for a finding of "meets standards".

The first element requires that when an agency conducts its own investigations, it does so promptly. AR-457 meets this requirement. The Inspector General also produced documentation showing that investigations occur promptly. Thus the facility meets this element.

The second element requires that the facility uses investigators that have received the specialized training required by 115.34. The finding of meets for 115.34 means that the facility meets this element also.

The third element requires that investigators collect evidence, interview those named in the investigation, and review prior complaints against the suspected perpetrator. AR-457 contains the investigative protocol with these requirements. Interviews with the investigators confirms they know this protocol, and a review of investigative case files confirms that this protocol is followed. Thus the facility meets this element.

The fourth element requires that when the quality of evidence supports criminal prosecution, the investigators conduct interviews only after consulting with prosecutors. AR-457 has this requirement. Interviews with investigators show that they regularly consult with the Attorney General's office, and a review of case files shows that it actually happens. Thus the facility meets this element.

The fifth element requires that the credibility of a person is not determined by their status as an inmate or staff member and that there is no requirement that a person submit to a truth telling device as a condition for proceeding with the investigation. The investigations manual includes this requirement.

The sixth element requires that administrative investigations shall include an effort to determine whether staff actions or failures contributed to the abuse, and that administrative investigations shall be documented with a description of the physical and testimonial evidence, the reasoning behind the credibility assessments, and the facts and findings. The investigations manual includes this requirement.

The seventh element requires that criminal investigations shall be documented in a written report with thorough descriptions of evidence. AR-457 has this requirement. Interviews with investigators shows that this is their practice, and a review of case files shows that it actually happens. Thus the facility meets this element.

The eighth element requires that substantiated allegations of conduct that appear to be criminal are referred for prosecution. OP-708 has this requirement. Interviews with investigators shows that this is their practice, and a review of case files shows that it actually happens. Thus the facility meets this element.

The ninth element requires that case files are kept for as long as the abuser is incarcerated or employed plus 5 years. The audit cycle has not yet gone far enough to unequivocally say that records are kept for five years beyond the subject's exit date. Due to the absence of any evidence that this is not happening, the facility meets this element.

The tenth element requires that the departure of accused employees from employment does not provide a basis for terminating the investigation. AR-457 has this requirement. Thus the facility meets this element.

The eleventh element requires that any State component that conducts investigations shall do so pursuant to the above requirements. Pursuant to the interpretive guidelines promulgated by DOJ, The facility is not held accountable for other investigation components.

The twelfth element requires that when outside agencies investigate, the facility cooperate with outside investigators and remain informed of the progress of the investigations. AR-457 has this requirement. Thus the facility meets this element.

**RECOMMENDATIONS:** None.

**Standard****Number here: 115.72** Evidentiary standard for administrative investigations.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.72 has one element that the facility must meet for a finding of "substantial compliance". The standard requires that the agency impose no higher standard than a preponderance of evidence in determining whether allegations of sexual abuse or harassment are substantiated. AR-341 establishes preponderance of evidence as the standard of evidence in administrative investigations. Interviews with the Inspector General confirm that this is the standard of evidence used to make a finding of substantiated.

**RECOMMENDATIONS:** None.

**Standard****Number here: 115.73** Reporting to inmates.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.73 has six elements a facility must meet for a finding of "meets standard". The first element requires that at the completion of an investigation, the facility must inform the inmate whether the allegations were substantiated, unsubstantiated, or unfounded. AR-457 requires inmates to be informed of investigation outcomes. The Inspector General also produced copies of emails directing staff to inform inmates of the outcomes of the investigations into their allegations. Thus the facility meets this element.

The second element requires that if the agency did not conduct the investigation, it will request relevant information in order to inform the inmate. The audit tool marks this element as N/A when the agency conducts its own criminal and administrative investigations. Thus this element is N/A.

The third element requires that inmates must be informed when an accused staff member is no longer posted in the inmate's unit, no longer employed, has been indicted, and has been convicted. AR-457 has this requirement. However, during the past 12 months, no employees have had any of the above actions taken, so there is no supporting documentation for this element. Based on the available documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

The fourth element requires that when another inmate is indicted or convicted on a charge of sexual abuse, the facility will inform the victim. Even though during the past 12 months, no inmates have had been indicted or convicted on a charge of sexual abuse, the Inspector General demonstrated the automated system in place for making and tracking notifications. Based on the available documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.



The fifth element requires that all such notifications are documented. As no employees or inmates have had any of the above adverse actions taken against them, there is no supporting documentation for this element. However, the Inspector General demonstrated the automated system in place for making and tracking notifications. Based on the available documentation, the automated system, and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

The sixth element requires that an agency's obligation to report the above is terminated if the inmate is released from the agency's custody. No finding is required for this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.76** Disciplinary sanctions for staff.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.76 has four elements that a facility must meet for a finding of "meets standard".

The first element requires that staff who engage in sexual abuse or harassment are subject to discipline up to and including termination. OP-421 has this requirement. As no employees have had any of the above adverse actions taken against them, there is no supporting documentation for this element. Based on the available documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

The second element requires that termination is the presumptive disciplinary sanction for staff who have engaged in sexual touching. OP-421 has this requirement. However, as no employees have had a finding against them for substantiated for sexual touching, there is no supporting documentation for this element. Based on the available policy documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

The third element requires disciplinary sanctions for violations of agency policy shall be commensurate with the nature and circumstances of the acts committed, disciplinary history, and sanctions imposed for comparable offenses by other staff. AR-339 has this requirement. However, as no employees have received a finding of substantiated for violations of policies against sexual abuse and harassment, there is no supporting documentation for this element. Based on the available policy documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

The fourth element requires that all terminations or resignations for violations of the agency's policies are reported to law enforcement agencies and relevant licensing bodies unless the activity was not criminal. OP-421 has this requirement. However, as no employees have received a finding of substantiated for violations of policies against sexual abuse and harassment, there is no supporting documentation for this element showing that this reporting has taken place. Based on the available policy documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

**RECOMMENDATIONS:** None

**Standard****Number here: 115.77** Corrective actions for contractors and volunteers.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.77 has two elements that a facility must meet for a finding of "meets standard".

The first element requires that any contractor or volunteer who engages in sexual abuse shall be prohibited from contact with inmates and shall be reported to law enforcement agencies unless the activity was not criminal, and to relevant licensing bodies. OP-421 has this requirement. However, as no contractors or volunteers have received a finding of substantiated for violations of policies against sexual abuse and harassment in the past 12 months, there is no supporting documentation for this element showing that this reporting has taken place. Based on the available policy documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

The second element requires that facilities take remedial measures and consider whether to prohibit further contact with inmates when contractors or volunteers violate sexual abuse or harassment policies. OP-421 has this requirement. However, as no contractors or volunteers have received a finding of substantiated for violations of policies against sexual abuse and harassment in the past 12 months, there is no supporting documentation for this element showing that this reporting has taken place. Based on the available policy documentation and in the absence of any evidence that the facility is not doing this, the facility is determined to have met the intent of this element.

**RECOMMENDATIONS:** None

**Standard****Number here: 115.78** Disciplinary sanctions for inmates

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.78 has seven elements that a facility must meet for a finding of "meets standard".

The first element requires a formal disciplinary process for inmates who engage in sexual abuse. OP-421 is the formal disciplinary process. Thus the facility meets this element.

The second element requires that sanctions are commensurate with the nature and circumstances of the abuse committed, the inmate's disciplinary history, and sanctions imposed for comparable offenses by other inmates. OP-421 has an explicit statement that meets this requirement.

The third element requires that the disciplinary process consider an inmate's mental disabilities or mental illness when determining what type of sanction is imposed. OP-421 has an explicit statement that an inmate's mental disabilities or mental illness be considered when determining the type of sanction to be imposed.

The fourth element requires that if the facility offers interventions to address the abuse, the facility shall consider requiring the inmate to participate in such interventions as a condition of access to programming or other benefits. OP-421 explicitly states that such intervention can be considered.

The fifth element requires that inmates are sanctioned for contact with staff only if staff did not consent to it. OP-421 has this requirement.

The sixth element requires that a report made in good faith shall not constitute false reporting or lying, even if the investigation does not establish sufficient evidence to substantiate the allegation. OP-421 has this explicit statement supporting this element.

The seventh element requires that a facility may prohibit all sexual activity between inmates, but that non-coerced activity does not constitute sexual abuse. OP-421 has an explicit statement supporting this element.

**RECOMMENDATIONS:** None.

**Standard**

**Number here: 115.81** Medical and mental health screenings; history of sexual abuse.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.81 has five elements that a facility must meet for a finding of "meets standard".

The first element requires inmates who disclose past sexual abuse during screening shall be offered a follow up meeting with a medical or mental health practitioner within 14 days of the intake screening. OP-600 has this requirement. Interviews with medical and mental health staff also confirm that this is the practice at this facility. Thus the facility meets this element.

The second element requires that if intake screening indicates that a prison inmate has perpetrated sexual abuse, staff shall ensure that the inmates is offered a follow up meeting with a mental health practitioner within 14 days of the screening. OP-600 has this requirement. Interviews with the mental health services provider also confirm that this is the practice at this facility. Thus the facility meets this element.

The third element applies to jails and is non-applicable to prisons.

The fourth element requires that any information related to sexual victimization or abuse shall be strictly limited to staff as necessary to inform treatment plans, and security and management decisions. OP-600 has this requirement. Thus the facility meets this element.

The fifth element requires that staff shall obtain informed consent before reporting prior sexual victimization that did not occur in an institutional setting, unless the inmate is under the age of 18. OP-600 has this requirement. Interviews with mental health services provider also confirm that this is the practice at this facility. Thus the facility meets this element.

**RECOMMENDATIONS:** None

**Standard****Number here: 115.82** Access to emergency medical and mental health services.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.82 has four elements a facility must meet for a finding of "meets standard".

The first element requires that victims shall receive timely, unimpeded access to emergency medical treatment and crisis intervention services as determined appropriate by practitioners according to their professional judgment. JCC provided medical/mental health follow up forms, and OP-600 requires that inmate receive timely and unimpeded access to emergency medical treatment and crisis intervention, and interviews with medical and mental health staff indicate that inmates have unimpeded and timely access to medical and mental health services. Form DOC2502 also shows that this is the practice at this facility. Thus the facility meets this element.

The second element requires that if no qualified medical or mental health staff are on duty, first responders take steps to protect the victim and notify medical and mental health staff. Both OP-600 and form "B" have this requirement and interviews with security staff indicate that they know this requirement. Thus the facility meets this element.

The third element requires that inmates are offered timely information about pregnancy related medical services and sexually transmitted infections prophylaxis. OP-600 has this requirement. Thus the facility meets this element.

The fourth element requires that treatment services are provided to victims without cost regardless of whether they name the abuser. OP-600 has this requirement. Interviews with inmates demonstrates that they are aware that treatment services are provided without cost. Thus the facility meets this element.

**RECOMMENDATION:** None

**Standard****Number here: 115.83** Ongoing medical and mental health care for sexual abuse victims and abusers.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.83 has eight elements that the facility must meet for a finding of "meets standard".

The first element requires that ongoing medical and mental health evaluations and treatment are offered to victims who, during the time of their current incarceration have been victimized. OP-600 has this requirement, and inmates indicated in their interviews that they were aware that receiving ongoing medical and mental health evaluations was available. Thus the facility meets this element.

The second element requires that evaluation and treatment include follow up services, treatment plans, and referrals for conducted care following transfer, placement in, or release from custody. Inmates who were interviewed reported that they were aware of the follow up services available. OP-600 requires that

follow up services, treatment plans, and referrals are included in evaluation and treatment. Thus, the facility meets this element.

The third element requires that the level of care provided is consistent with community levels of care. OP-600 requires that medical and mental health services are consistent with community standards of care. Thus the facility meets this standard.

The fourth element requires that victims of vaginal penetration are offered pregnancy tests. OP-600 has this element in the policy, thus the facility meets this element.

The fifth element requires that victims receive timely and comprehensive access to all pregnancy-related medical services. OP-600 has this element in the policy, thus the facility meets this element.

The sixth element requires that victims are offered tests for STIs as medically appropriate. OP-609 contains this requirement. Interviews with inmates confirm that they have access to these tests. Thus the facility meets this element.

The seventh element requires that on-going treatment is provided without cost. OP-600 has this requirement. Interviews with inmate also indicate that this is the information they received at this facility. Thus the facility meets this element.

The eighth element requires that known inmate abusers have a mental health evaluation within 60 days of learning of such abuse history and are offered treatment. OP-600 has this requirement and interviews with mental health staff indicate that this is the practice at this facility. Thus the facility meets this element.

**RECOMMENDATIONS:** None.

**Standard**

**Number here: 115.86** Sexual abuse incident reviews.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.86 has five elements a facility must meet for a finding of "meets standard".

The first element requires that the facility conducts an incident review at the conclusion of every investigation, including where the finding is unsubstantiated, unless the finding is unfounded. OP-421 has this requirement. Because there have been no findings of substantiated or unsubstantiated on allegations of sexual abuse, there have been no sexual abuse incident reviews in the past 12 months. The policy requirement and the interviews with members of sexual abuse incident review team members supports a conclusion that the intent of this element is being met., thus the facility meets this element.

The second element requires that such reviews occur within 30 days of the conclusion of the investigation. Because there have been no findings of substantiated or unsubstantiated on allegations of sexual abuse, there have been no sexual abuse incident reviews in the past 12 months. The policy requirement and the interviews with members of sexual abuse incident review team members supports a conclusion that the intent of this element is being met, thus the facility meets this element.

The third element requires that the review team include upper management officials with input from line supervisors, investigators, and medical or mental health practitioners. The policy requirement and the interviews with members of sexual abuse incident review team members supports a conclusion that the intent of this element is being met, thus the facility meets this element.

The fourth element requires the incident review team to include six specific requirements in the incident review. Members of the sexual abuse incident review team all identified the six requirements to be addressed in the incident review, supporting a finding that the facility meets this element.

The fifth element requires that the facility shall implement the recommendations for improvement or shall document the reasons for not doing so. Because there have been no findings of substantiated or unsubstantiated on allegations of sexual abuse, there have been no sexual abuse incident reviews in the past 12 months. The policy requirement in OP-421 and the interviews with members of sexual abuse incident review team members supports a conclusion that the intent of this element is being met, thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard**

**Number here: 115.87** Data Collection

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.87 has six elements a facility must meet for a finding of "meets standard".

The first element requires that the agency collect accurate uniform data for every allegation of sexual abuse using a standardized instrument and set of definitions. This function is performed at the agency level, and the Inspector General produced documentation showing that the required data is being collected. Thus the facility meets this element.

The second element requires that the agency shall aggregate incident based data annually. A review of the Department's website showed that data was being aggregated. Thus the facility meets this element.

The third element requires that the incident based data includes the data necessary to answer all the questions from the Survey of Sexual Victimization (SSV). The Inspector General produced documentation showing that the data collected included that data necessary to complete the SSV. Thus the facility meets this element.

The fourth element requires that the agency maintains, reviews, and collects data from all incident based documents including reports, investigation files, and sexual abuse incident reviews. The Inspector General produced documentation which demonstrates that this is the practice. Thus the facility meets this element.

The fifth element requires that the agency to collect information from every privately operated facility with which it contracts to hold inmates. NDOC does not contract with privately operated facilities, so this element is N/A.

The sixth element requires that the agency provides all such data to the DOJ no later than June 30. The Inspector General provided dated copies of the SSV sent to the DOJ. Thus the facility meets this element.

**RECOMMENDATIONS:** None.

**Standard****Number here: 115.88** Data review for corrective action.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.88 has four elements a facility must meet for a finding of "meets standard".

The first element requires that the agency review aggregated data to identify problem areas, take corrective action, and prepare a report of its findings and corrective action. The Department has taken corrective action and produced and published on the Department website a report identifying problem areas and corrective action. Thus the facility meets this element

The second element requires that the report contain a comparison to the data of the previous year and provide an assessment of the agency's progress in addressing sexual abuse. The Department has taken corrective action and produced and published a report with a comparison with previous years' data and an assessment of the agency's progress in addressing sexual abuse. Thus the facility meets this element.

The third element requires that the report be approved by the agency's head and that it is made readily available to the public through its website. The Inspector General produced documentation showing that the information available on the Department's website was approved by Director Cox and the Department has provided a means for public access to the report. Thus the facility meets this element.

The fourth element requires that the agency redact information that, if published, would present a clear and specific threat to the safety and security of the facility and that the nature of the redacted material is indicated. The report contained no victim or perpetrator identifiers or other information that, if released, would present a clear and specific threat to the safety and security of the facility that needed to be redacted from the report, thus the facility meets this element.

**RECOMMENDATION:** None.

**Standard****Number here: 115.89** Data storage, publication, and destruction.

- Exceeds Standard (substantially exceed requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (required corrective action)

**Auditor comments, including corrective actions needed if does not meet standard**

Standard 115.89 has four elements that a facility must meet for a finding of "meets standard".

The first element requires that the agency ensure that the data collected is securely retained. The data kept by the agency is stored with the Office of the Inspector General with restricted access. Thus the facility meets this element.

The second element requires that the agency makes aggregated data available to the public at least annually through its website. The NDOC website includes the aggregated data in its annual report. Thus the facility meets this element.

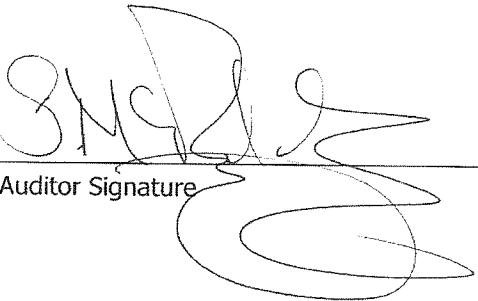
The third element requires the agency to remove all personal identifiers before making the data publicly available. A review of the aggregated data determined that no personal identifiers were included in the report. Thus the facility meets this element.

The fourth element requires that the agency maintain the data for at least 10 years after the date of its initial collection unless Federal, State, or local law require otherwise. The data collected by the agency only goes back to 2010, so the ten-year threshold has not yet been met. Having determined that the date goes back to at least 2012, the date when the PREA standards were effective, this Department meets the intent of this element.

**RECOMMENDATION:** None.

**AUDITOR CERTIFICATION:**

The auditor certifies that the contents of the report are accurate to the best of his/her knowledge and no conflict of interest exists with respect to his or her ability to conduct an audit of the agency under review

  
\_\_\_\_\_  
Auditor Signature

August 21, 2014  
Date