

Indiana Department of Correction  
2014-Juvenile Detention Standards- Compliance Report

Howard County - Kinsey Youth Center  
701 South Berkley Road  
Kokomo, IN 46901  
July 8<sup>th</sup> – 9<sup>th</sup>, 2014

**JUVENILE DETENTION STANDARDS AUDIT TEAM MEMBERS**

Chance Sweat  
DYS, Director of Juvenile Detention Inspections  
IDOC, Division of Youth Services  
302 West Washington Street, Room E334  
Indianapolis, Indiana 46204  
(317) 607-6507  
[csweat@idoc.IN.gov](mailto:csweat@idoc.IN.gov)

Kellie Whitcomb  
DYS, Director of Re- Entry and External Relations  
IDOC, Division of Youth Service  
302 West Washington Street, Room E334  
Indianapolis, Indiana 46204  
(317) 408-1482  
[kwhitcomb@idoc.in.gov](mailto:kwhitcomb@idoc.in.gov)

Kristin Herrmann  
Staff Attorney of the Youth Law T.E.A.M. of Indiana  
445 North Pennsylvania Street Suite 520  
Indianapolis, Indiana 46204  
(317) 916-0786  
[kherrmann@youthlawteam.org](mailto:kherrmann@youthlawteam.org)

Michelle Mosier  
Compliance Monitor of the Youth Law T.E.A.M. of Indiana  
445 North Pennsylvania Street Suite 520  
Indianapolis, Indiana 46204  
(317) 916-0786  
[mmosier@youthlawteam.org](mailto:mmosier@youthlawteam.org)

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## **I. Introduction**

The annual inspection of the Howard County - Kinsey Youth Center, for compliance with the Indiana Juvenile Detention Standards, pursuant to 210 IAC 6, was conducted on July 8<sup>th</sup> – 9<sup>th</sup> 2014, by the following team: representing the IDOC, Division of Youth Services was Kellie Whitcomb, DYS, Director of Re- Entry and External Relations; Chance Sweat, DYS, Director of Juvenile Detention Inspections; Kristin Herrmann, Attorney of the Youth Law T.E.A.M. of Indiana and Michelle Mosier, Compliance Monitor of the Youth Law T.E.A.M. of Indiana

The 2014 inspection constitutes the 18<sup>th</sup> annual inspection of the Howard County - Kinsey Youth Center. The inspection consisted of the facility tours, staff and youth interviews, and a review of policy, procedure, demonstrated practice as related to the Indiana Juvenile Detention Standards. Compliance with 100% of the mandatory standards and at least 90% of the recommended standards is required to attain “Full Compliance” in accordance with the aforementioned code.

## **II. Facility Demographics**

Rated Capacity: 28

Actual Population: 13

Average Daily Population for the last 12 months: 12

Average Length of Stay: 15 days

Full Time Staff: 40

Part- Time Staff: 16

Contracted Staff:

Counties served: Howard, Miami, Tippecanoe, Fulton, Cass, Wabash, Carroll and White

Data system: Quest

## **III. Facility Description**

The Howard County - Kinsey Youth Center is located in the city of Kokomo, Indiana. The Juvenile Center opened in 1993. The Howard County - Kinsey Youth Center consists of a 28- bed detention center; a Residential Shelter Care Facility, and Juvenile Probation Offices.

The Howard County - Kinsey Youth Center Director is Jeff Lipinski and the Security Director is Tracey Derrick. Judge Lynn Murray and Howard County Circuit Court is the facility governing authority.

#### **IV. Facility Tour**

The team toured the entire facility. Tracey Derrick, Director of Security accompanied the team on the tour and responded to the team's questions concerning facility operations. The facility was found to be neat, clean, and orderly. Detention staff interviewed was well versed in policy and procedures, and were respectful and supportive of administration. Juveniles were observed to be positively interacting with staff in the dining hall, in class rooms, and in their dayrooms and individual cells.

#### **V. Conditions of Confinement**

##### **A. Security**

Detention staff are trained to use Non- violent Crisis Intervention CPI techniques with the youth. The Detention Center uses room restriction for behavior violations and medical isolation. All incidents of isolation are approved by an administrative designee.

##### **B. Environment Conditions**

The Kinsey Youth Center opened in 1993 offers a safe and secure environment. The Detention Center is clean and orderly. The center sanitation levels were found to be satisfactory. The resident's furniture is functional and in good condition.

The staff uniform consists of staff being required to wear county-seal embroidered blue polo shirts, Khaki pants and tennis shoes while on duty.

Youth resident's at the Detention Center wear white T- shirts, with grey sweat shirts and scrub type pants with shower shoes and their own gym shoes when participating in recreation activities.

##### **C. Food Service**

The kitchen staff were friendly and very informative of food service preparation and were more than willing to provide documentation for review. The kitchen production area was small area in the facility but clean and organized. The facility dining hall was clean but the facility does not use the dining hall area to feed the youth. Youth receive and eat their meals in their dayroom area of the housing unit/pods.

##### **D. Medical Services**

The Center medical service is provided through a private physician, Dr. Ronald Maus with 2- full time RN's on site. Dr. Maus visits the detention center at least once per week from 11:30 am to 2:00 pm for morning sick calls and evaluations and is on-call 24 hours per day.

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The Detention Center uses the MAYSI-2 for initial mental health screening and contract mental health services through Community Howard Regional Health. Kathy Cullison, Assistant Director of the Detention Center is also an MSW, LCSW, and LCAC.

**E. Educational Program**

The education program is made up of 1- licensed teacher provided by Kokomo Center Schools. The Youth resident's attended school 182 days a year plus 5 weeks of summer school, Monday thru Friday 5 ½ hours per day. The school program includes computer access to credit recovery courses; High School Equivalent / PLATO classes; Traditional school programming. The education program is overseen by Jeff Lipinski; Facility Director and Tom Hale; Principle.

**F. Visitation**

The Detention Center provides a visitation area for youth and their parents or guardians to visit at least once per week.

**VI. Interviews**

Staff gave us privacy and allowed access to all juveniles. The youth were open, not hesitant, and seemed to feel secure about talking about the facility. Youth interviewed reported that they know the rules, felt safe and all were very positive about the staff. All youth were able to call a parent or guardian when they arrived at the center. All juveniles knew how to access medical, mental health care and attorney. The youth reported being served three meals a day (including two hot meals). Two of the youth interviewed had received individual counseling while at the center. When not in school, youth reported several activities that were available including basketball; watching TV; checkers; working out; cards; and talking to each other.

**VII. Special Affiliations**

The Howard County - Kinsey Youth Center participates in the Indiana Juvenile Detention Association (IJDA), Juvenile Detention Alternatives Initiative (JDAI), Indiana Mental Health Screening, Assessment and Treatment Project, and (Howard County)- Prevent Child Abuse program.

**VIII. Inspection Findings**

**A. Review of Folders**

- Folders are maintained electronically.

**B. Recommendations**

- Highlight relevant policy, procedure, and practice in the files that support standard.

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- Number bulleted points to correspond with standard request
- Include relevant documents to provide proof of practice

**C. Non- applicable and Non- compliant Standards**

Of the 275 recommended compliance standards, one (1) standard were identified as non-applicable and eight (8) standards were found to be non-compliant. A list of these standards is attached to this Compliance Report.

**IX. Conclusion**

The Howard County - Kinsey Youth Center was founded to be in compliance with 100% of the mandatory standards and 96.72% of the recommended standards. A certificate of compliance will accompany this report, which becomes public information ten days from the date of mailing.

Please contact me at (317) 607-6507 should you have any questions concerning this report.

Respectfully submitted,

**C. Sweat**

Chance Sweat

Director of Juvenile Detention Inspections

Indiana Dept. of Correction / Division of Youth Services

Phone: [317-232-5741](tel:317-232-5741)

Cell: [317- 607-6507](tel:317-607-6507)

[csweat@idoc.IN.gov](mailto:csweat@idoc.IN.gov)

cc: Michael Dempsey- Executive Director of Juvenile Services  
Christine Blessinger- Assistant Executive Director of Juvenile Services  
Kellie Whitcomb- Director of Reentry & External Relations  
Honorable Lynn Murray; Judge, Howard County  
Jeff Lipinski – Facility Director, Howard County Kinsey Youth Center  
File

**Standards determined to be non- applicable and non- compliant from Total 301 Standards  
(26 Mandatory and 275 Recommended)**

**1- Non-Applicable:**

- 1.5- Written policy, procedure, and practice provide that if services for adult and juvenile offenders are provided for by the same agency, statements of philosophy, policy, program, and procedure distinguish between criminal codes and the statutes that establish and give direction to programs for juveniles. (ACA-1A-07)

**16- Non-Compliant:**

- 1.15- Written policy, procedure, and practice provide that new or revised policies and procedures are disseminated to designated staff and volunteers and, when appropriate, to juveniles prior to implementation. (ACA-1A-22)

**Comments:** Policy does not address volunteers, juveniles or parents, need proof of disseminated

- 1.53- Written policy, procedure, and practice provide for an employee assistance program that is approved by the parent agency. (ACA-1C-23)

**Comments:** Need policy and proof of assistance program

- 1.57- Written policy, procedure, and practice provide that all new full-time employees receive 40 hours of orientation training before undertaking their assignments. This training includes at a minimum the following: Orientation to the purpose, goals, policies, and procedures of the institution and parent agency; working conditions and regulations; employees' rights and responsibilities; and an over-view of the correctional field. Depending on the employee(s) and the particular job requirements, orientation training may include preparatory instruction related to the particular job. (ACA-1D-07)

**Comments:** Proof of practice - all points in standard

- 1.58- Written policy, procedure, and practice provide that all managerial staff receive 40 hours of training in addition to orientation training during their first year of employment and 40 hours of training each year thereafter. This training covers at a minimum the following areas:
  - general management
  - labor law
  - staff/management relations
  - the juvenile justice system

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- relationships with other service agencies (ACA-1D-08)

**Comments:** Proof of all points in standard

- 1.59- Written policy, procedure, and practice provide that all new juvenile staff care workers receive an additional 120 hours of training during their first year of employment. At a minimum this training covers the following areas:
  - security procedures
  - supervision of juveniles
  - signs of suicide risks
  - suicide precautions
  - use-of-force regulations and tactics
  - report writing
  - juvenile rules of conduct
  - rights and responsibilities of juveniles
  - fire and emergency procedures
  - safety procedures
  - key control
  - interpersonal relations
  - social/cultural lifestyles of the juvenile population
  - communication skills
  - first aid/CPR
  - counseling techniques (ACA-1D-09)

**Comments:** Need proof of practice

- 1.80- There is an official registration and identification system for volunteers.

**Comments:** Need proof regarding how the facility knows someone is a volunteer when they arrive (ID cards kept in file)

- 2.94- Living units are primarily designed for single occupancy sleeping rooms; multiple occupancy rooms do not exceed 20 percent of the bed capacity of the unit.

**Comments:** More than 20 percent of rooms are doubled bunked

- 2.102- Handicapped juveniles are housed in a manner that provides for their safety and security. Rooms or housing units used by the handicapped are designed for their use and provide for integration with the general population. Appropriate facility programs and activities are accessible to handicapped juveniles confined in the facility. (ACA-2C-09)

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**Comments:** No proof of practice to prove facility compliance with handicap juveniles needs.

- 3.167- All personnel who work with juveniles receive sufficient training so that they are thoroughly familiar with the rules of juvenile conduct, the rationale for the rules, and the sanctions available. (ACA-3C-04)

**Comments:** Need proof of training on juvenile rules, rationale and sanctions at the facility