



STATE OF INDIANA  
Department of Correction

Indiana Government Center – South

Michael R. Pence  
Governor

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Bruce Lemmon  
Commissioner

September 24, 2013

Honorable Bruce Mactavish  
Jackson County Courthouse  
220 East Walnut, Suite 213  
Brownstown, Indiana 47220

**RE: 2013 Inspection of the Jackson County Juvenile Detention Center  
Conducted: September 23, 2013**

Dear Judge Mactavish:

An inspection of the juvenile detention standards, as required by 210 IAC 6 was conducted at the Jackson County Juvenile Detention Center on September 23, 2013 by Director Vanessa Krause, Shannon Bowling, and Jan Adams.

The Jackson County Juvenile Detention Center is operated by the Jackson County Board of Commissioners and primarily serves Jackson County. The rated bed capacity of the Center is 28 with 20 slated as male beds and 8 as female. The facility is located at 150 E. SR 250, in Brownstown, Indiana. The Director is John Long.

This inspection constitutes the twelfth-annual inspection of the Jackson County Juvenile Detention Center. Compliance with all mandatory and at least 90% of the recommended standards is required to attain "Full Compliance".

The inspection covered mandatory standards, and all recommended standards. A tour of the Center was conducted and detention staff and students were interviewed. Juveniles offered no instances of abuse and but did complain about the length of time they are placed on "lock down" for minor disciplinary infractions. Staff were well versed in policy and procedure and offered support for administration.

Summary of Tour:

- The facility is very clean and well maintained.
- Staff was readily available to answer questions.
- It was recommended to the Director to update and inventory all first aid kits.

Review of Folders:

- Folders were highlighted and bulleted well.
- Assure that if practice is requested by standard it appears in the folder.
- Assure the verbiage of the policy if relevant to the standard.
- Recommendation was given to the Director to review the policies that govern rules and discipline. Some concern was expressed about the over use of lock-down, lack of progressive discipline and lack of due process.

**Recommended Standards found to be non-compliant:**

Standard #	Remarks
210 IAC 6-3	

**3.170**

During room restriction, staff contact is made with the juvenile at least every 15 minutes, depending on his/her emotional state. The juvenile assists in determining the end of the restriction period. (ACA-3C-07)

**Documentation shows that staff contact occurs in intervals greater than 15 minutes.**

**3.171**

Written policy, procedure, and practice specify the circumstances which justify room restriction and limit the time period to one (1) hour unless an extension is approved by the facility administrator or designee. Juveniles placed on room restriction are checked visually by staff at least every fifteen (15) minutes. (ACA-3C-08)

**Facility policy limits room restriction to a minimum of four hours and documentation shows that staff contact occurs in intervals greater than 15 minutes.**

**5.296**

Written policy, procedure, and practice require that incoming and outgoing letters are held for no more than 24 hours, and packages for no more than 48 hours, excluding weekends and holidays. (ACA-5G-09).

**Policy does not address the 24 hour requirement for incoming mail and documentation does not prove practice.**

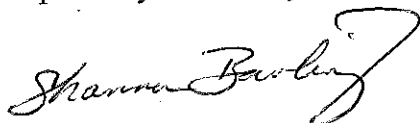
**5.297**

Written policy, procedure, and practice provide for the forwarding of first class letters and packages after transfer or release. (ACA-5G-10)

**Policy does not address the forwarding of mail after transfer or release.**

The facility was found to be in compliance with 100% of all mandatory standards, and 98.53% of the recommended standards. Attached is a certificate of "Full Compliance" issued to the Center. This report becomes public information ten (10) working days from the date of mailing. Please contact me at (317) 407-1917 if you have any questions concerning the report.

Respectfully submitted,

A handwritten signature in cursive script that reads "Shannon Bowling". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Shannon Bowling  
Detention Inspector

Cc:

Vanessa Krause, Director, Program Review/Audit Division, IDOC  
John Long, Director, Jackson County Juvenile Detention

COMMISSION ON ACCREDITATION FOR CORRECTIONS  
AND THE  
AMERICAN CORRECTIONAL ASSOCIATION

**COMPLIANCE TALLY**

Manual Type	Juvenile Detention Facilities, 4th Edition <b>JDC</b>
Supplement	
Facility/Program	Jackson County Juvenile Detention Center
Audit Dates	23-Sep-13
Director:	Vanessa Krause
Auditors	Shannon Bowling, Jan Adams

	MANDATORY	NON-MANDATORY
Number of Standards in the Manual	26	275
Number of Standards Not Applicable	0	2
Number of Standards Applicable	26	273
Number of Standards in Non-compliance	0	4
Number of Standards in Compliance	26	269
Percentage (%) of Standards in Compliance	100%	98.53%

The number of standards in the manual *minus* number of not-applicable standards *equals* the number of standards that are applicable.

The number of applicable standards *minus* the number of standards in non-compliance *equals* the number of standards in compliance.

The number of standards in compliance divided by the number of standards that are applicable *equals* the percentage of standards in compliance.

# STATE OF INDIANA

## *Indiana Department of Correction*

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This is to certify that the

### **Jackson County Juvenile Detention Center**

Has successfully displayed continued practices worthy of this certificate of

### **Full Compliance**

in accordance with Indiana Juvenile Detention Standards (210 IAC 6)

  
\_\_\_\_\_  
Vanessa Krause, Director

Program Review Division  
Indiana Department of Correction

September 24, 2013  
Date

  
\_\_\_\_\_  
Shannon Bowling, Detention Inspector

Program Review Division  
Indiana Department of Correction

2013-36  
Certificate Number

This certificate shall be subject to revocation at any time for failure to comply with established standards  
Indiana Department of Correction  
Program Review Division  
302 W. Washington St. Rm. E329, Indianapolis, IN 46204