



STATE OF INDIANA
Department of Correction
Indiana Government Center - South

Michael R. Pence
Governor

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Bruce Lemmon
Commissioner

November 14, 2013

Honorable Thomas Webber – Pro Tem
Honorable Thomas Stefaniak
Lake County Juvenile Justice Complex
3000 W. 93rd Avenue
Crown Point, Indiana 46307

RE: 2013 Lake County Juvenile Detention Center Inspection
Initial inspection conducted – October 1, 2013,
Re-inspection conducted – November 6, 2013

Dear Judges Webber and Stefaniak

The annual inspection of the Lake County Juvenile Detention Center, as required by 210 IAC 6 was conducted on October 1, 2013 and a re-inspection was conducted on November 6, 2013. Conducting the inspections were Kevin Alfont, Yul Lee, Marc Kniola, Kellie Whitcomb, Chris Blessinger, and Mike Dempsey.

The Lake County Juvenile Detention Center is operated by the Lake County Superior Court and is located at 3000 W. 93rd Avenue, Crown Point, Indiana. The original 82 bed building was constructed in 1977 and an additional 64 beds were added in 2000, resulting in the current rated bed capacity of 146 beds. On the day of the initial inspection, there 44 juveniles present and on the day of the re-inspection, there were 52 juveniles present. The Superintendent of the Center is Robert Bennett.

At the initial inspection the Center was found to be non-compliance with one (1) of the twenty-six (26) mandatory standards and in compliance with only 92.93% of the recommended standards. To attain "full compliance" the facility must be in compliance with 100% of the mandatory standards and at least 90% of the recommended standards. Additionally, concerns were noted related to the level of sanitation of the Center, and with excessive idleness and lengthy room confinement of the juvenile population.

It is important to note that the Center was in the process of an extensive renovation project at the time of the initial inspection. A re-inspection of the Center was conducted on November 6, 2013.

During the re-inspection the Center was found to be in "full compliance" with the Indiana detention standards, scoring 100% compliance with the mandatory standards and 92.93% of the recommended standards. Issues related to sanitation and to juvenile idleness and room confinement had been satisfactory addressed.

Summary of Inspections:

- The renovation project is nearing completion; the majority of the remaining work is occurring on the secured housing units which are closed at this time.
- To successfully maintain appropriate levels of sanitation, the Superintendent has re-assigned the priorities of the Housekeeping staff and has added housekeeping assignments to the juveniles.
- Education and recreation activities have resumed.

Summary of Standards Folder:

- Policies need to be updated and approved, as deemed appropriate by the Judge.
- Procedures need to be reviewed and updated as necessary to reflect the Center's Policy and practice. A standardized format should be used for all Procedures, which include at a minimum: title of the procedure; a description of the actual procedure; effective date; and signature of approving authority.
- Ensure that the Center's Policy and Procedures cover all areas outlined in the respective Indiana detention standard.
- Highlight relevant documentation in the policy and/or procedure that addresses the specific standard.
- Provide documentation in each standards folder to show compliance with each item identified in the standard.
- Each standards folder should contain a newly completed Standards Compliance Checklist each inspection year, to include a review by the facility staff prior to the State's inspection.

The IDOC will continue to assist the staff of the Center to improve the quality of the standards folder.

In conclusion, many improvements were noted during the re-inspection of the Lake County Juvenile Detention Center. Youth in placement at the Center were observed positively interacting with each other and with staff, and were engaged in various activities. When interviewed, youth reported that they felt safe. Superintendent Bennett and the staff of the Center displayed a positive and professional demeanor with the youth, with each other, and with the auditors.

Standards that were determined to be non-compliant:

Recommended Standards

3-1.27 Written policy, procedure, and practice provide that the facility's budget request complies with the policies, procedures, and instructions of the jurisdiction of which the facility is a part. Facility staffs' participation in preparing the facility's written budget request is encouraged. (ACA-1B-05)

Facility could not provide the inspectors meeting minutes to show that they had participated in preparation of the budget.

3-1.30 Written policy, procedure, and practice demonstrate that the procedures for the collection, safeguarding, and disbursement of monies comply with the accounting procedures established by the state board of accounts and local policies. The procedures shall be reviewed annually and updated as needed. (ACA-1B-08)

Last documented verification dated August 2012 for fiscal year 2011.

3-1.31 Written policy, procedure and practice provide that reports of all monies collected and disbursed are distributed to the parent agency and other designated authorities. (ACA-1B-11)

Documentation provided does not completely address the Standard -- only showed 1 transaction request.

3-1.44 A criminal record and sex offender registry check is conducted on all new employees in accordance with state and federal statutes. (ACA-1C-13)

There is no documentation in file that this is being completed. Also recommend that a written policy and procedure developed for this standard.

3-1.47 Written policy, procedure, and practice provide for an annual written performance review of each employee. The review is based on defined criteria and the results are discussed with the employee. (ACA-1C-16)

No written policy, procedure and practice was provided for an annual written performance review of an employee.

3-1.57 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-ID-07)

Need to show documentation that full time employees' receive 40 hours of training.

3-1.58 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
- Relationships with other service agencies (ACA-ID-08)

Center did not provide documentation that managerial staff receive 40 hours of training.

3-1.59

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)

Center did not provide documentation that new employees attend 120 hours of additional training during first year of employment.

3-2.96

Each sleeping room has, at a minimum, the following facilities and conditions.

- Sanitation facilities, including access to toilet facilities that are available for use without staff assistance 24 hours
- A wash basin with hot and cold running water
- A bed, desk, hooks or closet space, chair or stool
- Natural light
- Temperatures that are appropriate to the summer and winter comfort zones (ACA-2C-03)

No desks or chairs are provided in the juvenile rooms.

3-3.189

Written policy, procedure, and practice provide juveniles reasonable access to the general public through the communications media, subject only to the limitation necessary to maintain facility order and security and protect the juveniles' rights. Media requests for interviews and juvenile parental/guardian consents are in writing. (ACA-3D-05)

The policy and the documentation that was provided does not satisfy the standard.

3-4.207

Written Policy, procedure and practice require weekly sanitation inspections of all facility areas.

Observations of the inspectors are that no inspections are taking place. If the Center would be much cleaner that what was observed on the tour.

3-4.217 Written policy, procedure, and practice provide for the issue of suitable clean bedding and linen, including two sheets, pillow and pillowcase, one mattress, and sufficient blankets to provide comfort under existing temperature controls. There is provision for linen exchange at least weekly. Policy and procedure will address the special linen needs of the juveniles. (ACA-4B-12)

The center does not provide sheets/linens for the juveniles.

3-4.218 Written policy, procedure, and practice provide an approved shower schedule which allows daily showers and showers after strenuous exercise.

Center could not provide any documentation concerning an approved shower schedule or that showers are provided after strenuous exercise. Center needs to develop a Daily Activity Schedule with times of all of the activities provided for the juveniles.

3-4.231 The history of each juvenile's immunizations is obtained when the health appraisal data are collected. Immunizations are updated, as required, within legal constraints.

Center did not provide any documentation to prove that immunizations are obtained when the health appraisal data are collected or that they are updated as required.

3-4.254 Written policy, procedure, and practice provide for the clinical management of chemically dependent juveniles (ACA-4C-41)

Center did not provide any documentation which supports compliance with the standard.

3-5.266 Written policy procedure, and practice provide that new juveniles receive written orientation materials and/or translations in their own language if they do not understand English. When a literacy problem exists, a staff member assists the juvenile in understanding the material. Completion of orientation is documented by a statement signed and dated by the juvenile (ACA-5A-15)

Center does not provide written orientation materials to the juveniles.

3-5.273 There is a comprehensive education program for juveniles.

Practice does not match Policy. Interviews with youths indicated that practice does not match Policy. On the day of the inspection, our observations were that education programs are not often taking place. Superintendent also informed us that his instructors are often used as security staff due to staff vacancies/shortages.

3-5.274 Education Staff should determine the need for and provide remedial education services. (ACA -5C-02)

Documentation provided does not support practice as outlined in Standard.

3-5-285

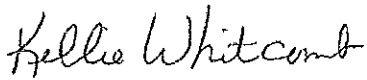
The facility has a qualified staff person who coordinates the facility's religious programs. (ACA-5F-01)

Center Policy and Procedure states that the Supervisor of Intake is in charge of religious programs. When interviewed, the Supervisor told us that she does not coordinate religious programs.

Respectfully,



Kevin Alfont
Program Director
Indiana Department of Correction



Kellie Whitcomb
Director of Reentry & External Relations
Division of Youth Services
Indiana Department of Correction

COMMISSION ON ACCREDITATION FOR CORRECTIONS
AND THE
AMERICAN CORRECTIONAL ASSOCIATION

COMPLIANCE TALLY

Manual Type	Juvenile Detention Facilities, 3rd Edition	JDC
Supplement		
Facility/Program	Lake Co. Detention Center	
Audit Dates	October 1, 2013 & November 6, 2013	
Auditors	Mike Dempsey	
	Kevin Alfont, Kellie Whitcomb, Chris Blessinger, Yul Lee	

	MANDATORY	NON-MANDATORY
Number of Standards in the Manual	26	275
Number of Standards Not Applicable	0	6
Number of Standards Applicable	26	269
Number of Standards in Non-compliance	0	19
Number of Standards in Compliance	26	250
Percentage (%) of Standards in Compliance	100%	92.93%

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.

Reviewed 7/2012

STATE OF INDIANA

Indiana Department of Correction

This is to certify that the

Lake 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

Vanessa Krause, Director
Program Review Division
Indiana Department of Correction

November 14, 2013
Date

Kevin Alfont

Kevin Alfont, Detention Inspector
Program Review Division
Indiana Department of Correction

2013-45
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

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