Indiana Department of Correction, Division of Youth Services

2017 Juvenile Detention Inspection - Compliance Report



Vigo County Juvenile Justice Center

202 Crawford Street

Terre Haute, IN 47807

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Indiana Department of Correction

Division of Youth Services

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**Indiana Department of Correction, Division of Youth Services**

**2017 Juvenile Detention Inspection - Compliance Report**

Facility: Vigo County Juvenile Justice Center

202 Crawford Street

Terre Haute, IN 47807

Inspection Date(s): May 30, 2017

 August 30, 2017

 December 5, 2017

Auditors: Kellie Whitcomb

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**INTRODUCTION**

The 2017 annual juvenile detention facility evaluations conducted by the IDOC, Division of Youth Services consisted of on-site facility inspections; staff and youth interviews; and an audit of seventy-four (74) specifically selected, current Juvenile Detention Facility Standards.  The new Indiana Juvenile Detention Facility Standards are in the process of being adopted.  Detention Facilities had the option to be audited utilizing the selected seventy-four (74) current detention standards or utilizing the corresponding fifty-one (51) new juvenile detention facility standards.

Vigo County Juvenile Center chose to be audited on the fifty-one (51) new juvenile detention facility standards in 2017, for their 14th annual detention inspection.  Of the fifty-one (51) standards audited, seventeen (17) standards are mandatory compliance and the remaining thirty-four (34) are recommended standards.  Compliance with 100% of the mandatory standards and 90% of the recommended standards is required to attain “Full Compliance”.

**STANDARDS REVIEWED**

Safety 6 Mandatory & 3 Recommended

Topics: fire safety codes; preventing fire and toxic smoke; facility capacity; facility lighting; heating and cooling systems; flammable, toxic, and caustic materials; alternative power source; fire and emergency evacuations; safety, sanitation and health codes

Security 0 Mandatory & 6 Recommended

Topics: detention staff log; security inspections; daily count; transportation procedures; mechanical restraints; facility vehicles

Justice and Order 0 Mandatory & 6 Recommended

Topics: facility handbook; confidential contact; discrimination; grievance process; correspondence for juveniles; juvenile visits

Medical 7 Mandatory & 3 Recommended

Topics: health care authority; services provided pursuant to written orders; emergency services, daily health care requests; intake health screening; informed consent; health-related situation response time; first aid kits; management of pharmaceuticals; medical experiments prohibited

Mental Health 1 Mandatory & 0 Recommended

Topic: written suicide prevention program

Administration and Management 0 Mandatory & 6 Recommended

Topics: employee background check; development and training program; orientation training; new employee training; direct care staff; part-time staff, volunteers, and contract personnel

Food Service and Hygiene 3 Mandatory & 3 Recommended

Topics: dietitian review of menu; therapeutic diets; sanitation inspection; employee sanitation; issuance of bedding and linens; clothing issuance

Programming and Services 0 Mandatory & 4 Recommended

Topics: recreation schedule; indoor and outdoor recreation; minimum recreation and leisure schedule

Education 0 Mandatory & 3 Recommended

Topics: comprehensive education program; remedial reading services; compliance with child labor laws

**METHODOLOGY**

**First Site Visit (May 30, 2017)**

Standard Categories Reviewed: Safety and Security

Description of visit: The first on-site visit consisted of a review of additional documentation and observations of the facility to verify the facility’s practice is ongoing and not limited to the information presented in the standard files. An evacuation drill was performed. The following interviews were conducted: facility administrator, control room officer, line staff, and juveniles.

**Second Site Visit (August 30, 2017)**

Standard Categories Reviewed: Justice and Order, Medical, and Mental Health

Description of the visit: The second on-site visit consisted of a review of additional documentation and observations of the facility to verify the facility’s practice is ongoing and not limited to the information presented in the standard files. The following interviews were conducted: facility administrator, line staff, mail room staff, intake officer, health care authority or representative, and juveniles.

**Third Site Visit (December 5, 2017)**

Standard Categories Reviewed: Administration and Management, Food Services and Hygiene, Programs and Services, and Education

Description of the visit: The third on-site visit consisted of a review of additional documentation and observations of the facility to verify the facility’s practice is ongoing and not limited to the information presented in the standard files. The following interviews were conducted: intake officer, education director or representative, recreation leader, food service manager, line staff, and juveniles.

**FACILITY INFORMATION**

|  |  |
| --- | --- |
| **Facility county** | Vigo |
| **Governing authority** | Vigo County Sheriff Department  |
| **Name of facility administrator** | James R. Jenkins |
| **Rated capacity** | 19 |
| **Average daily population for the last 12 months** | 18 |
| **Average length of stay for the last 12 months** | 8 days |
| **Notable building changes since the 2016 audit**  | N/A |
| **Notable administrative or staffing changes since the 2016 audit** | N/A |
| **Other notable changes since the 2016 audit** | N/A |

**INSPECTION RESULTS**

|  |  |  |
| --- | --- | --- |
|  | **Mandatory** | **Recommended** |
| **Total Number of Standards** | 17 | 34 |
| **Number of Standards Not Applicable** | **0** | **0** |
| **Number of Standards in Non-Compliance** | **0** | **0** |
| **Number of Standards in Compliance** | **17** | **34** |
| **Total Percentage of Compliance** | **100%** | **100%** |

Was the facility required to implement a corrective action plan as a result of the audit? **No**

Recommendations: **See attachment**

**CONCLUSION**

Vigo County Juvenile Justice Center is in full compliance with the 2017 Indiana Detention Center Standards Audit performed by the Indiana Department of Correction, Division of Youth Services.

A certificate of compliance will accompany this report, which becomes public information ten (10) days from the date of mailing.

Please contact me at (317) 914-7347 should you have any questions concerning this report.

Respectfully submitted,

**A Sutton**

Angela D. Sutton, MA

Director of Juvenile Detention Inspections

cc: Christine Blessinger, DYS, Executive Director of Youth Services

Kellie Whitcomb, Director of Reentry & External Relations

 Honorable Dan Kelly,

James R. Jenkins, Facility Director, Vigo County Juvenile Justice Center

File

RECOMMENDATIONS

**SAFETY:**

8-4-3 Provide documentation of furnishing and internal finishings (invoice for furniture

 and fire code inspection); Provide documentation of trash being emptied daily

8-4-16 Include proof of natural light in sleeping room in file, e.g. a photo

8-4-17 Documentation of temperatures need to be for both winter and summer months;

 Amend procedure to address temperatures

8-4-30 Amend policy to address labeling and handling caustics

8-4-33 Provide a director statement regarding updating the evacuation plan and reissuing

 them

8-4-35 Proof needs to be updated (Jamax letter from 2002) e.g. show invoice from

 current audit period

**SECURITY:**

8-5-7 Both policy and procedure must address the standard requirements

8-5-8 Both policy and procedure must address the standard requirements

**JUSTICE & ORDER:**

8-6-6 Make clear if language assistance is given throughout the audit period

8-6-22 Amend procedure to address how confidentiality is ensured via the phone, mail,

 and visit

8-6-23 Instead of including a blank grievance, provide a statement whether any

 grievances regarding discrimination were substantiated

8-6-27 Provide a completed grievance or a director's statement if no grievances were

 filed during the audit period

8-6-28 Amend procedure to address how staff and juveniles are made aware of the

 Regulations

8-6-36 Amend procedures to address when visits are denied or terminated

**MEDICAL:**

8-8-10 Amend procedure to address health staff following written orders; the written

 orders should be signed; provide licenses of health staff following written orders

 8-8-17 Need proof of training via a training roster, not just the health training curriculum

 8-8-18 Intake screening must address all standard requirements

8-8-22 Director statement must have more detail related to the standard and not just a fill-

 in-the-blank with the standard number

8-8-29 Amend procedure to address where they are located, who inspects and actually

 list the procedures for usage

8-8-32 Director statement must have more detail related to the standard and not just a fill-

 in-the-blank with the standard number

**MENTAL HEALTH**

8-9-5 The training curriculum used should address the steps in the procedures

**FOOD SERVICE & HYGIENE:**

8-7-6 Have the physician sign the therapeutic meal orders; next audit period, amend

 procedure to address Special Meal Request Form and the approval process

8-7-8 Provide proof the staff doing sanitation inspections are qualified; next audit

 period, provide consecutive weeks of inspections

8-7-16 Amend procedure to take out possibility of youth working, as procedure in 8-11-

 10 says no work

**PROGRAMS & SERVICES**

8-10-1 Amend procedure so it's not a mere repeat of the standard by providing more detail

8-10-13 Highlight the relevant log entries

**EDUCATION:**

8-11-3 Amend needs assessment to have a question addressing literacy skills