

PREA AUDIT REPORT Interim Final
LOCKUPS

Date of report: August 15, 2016

Auditor Information				
Auditor name: David Kidwell				
Address: 2215 Plank Rd. Suite #113, Fredericksburg, Virginia 22401				
Email: David.Kidwell@verizon.net				
Telephone number: (571) 238-6391				
Date of facility visit: July 21-22				
Facility Information				
Facility name: DC Central Cell Block				
Facility physical address: 300 Indiana Avenue NW, Washington, D.C. 20001				
Facility mailing address: <i>(if different from above)</i> N/A				
Facility telephone number: (202) 727-4222				
The facility is:	<input type="checkbox"/> Federal	<input checked="" type="checkbox"/> State	<input type="checkbox"/> County	
	<input type="checkbox"/> Military	<input type="checkbox"/> Municipal	<input type="checkbox"/> Private for profit	
	<input type="checkbox"/> Private not for profit			
Facility type:	<input type="checkbox"/> Police	<input type="checkbox"/> Sheriff	<input type="checkbox"/> Court Holding	<input checked="" type="checkbox"/> Other (Lockup)
Name of facility's Chief Executive Officer: Captain Delonda Craig				
Number of staff assigned to the facility in the last 12 months: 44				
Designed facility capacity: 111				
Current population of facility: 4				
Age range of the population: 16-83				
Name of PREA Compliance Manager: Prechelle Shannon			Title: PREA Coordinator	
Email address: prechelle.shannon@dc.gov			Telephone number: 202-253-7225	
Agency Information				
Name of agency: DC Central Cell Block				
Governing authority or parent agency: <i>(if applicable)</i> District of Columbia Department of Corrections				
Physical address: 2000 14 th Street, NW, Seventh Floor, Washington, DC 20009				
Mailing address: <i>(if different from above)</i> N/A				
Telephone number: (202) 673-7316				
Agency Chief Executive Officer				
Name: Thomas Faust			Title: Director	
Email address: tom.faust@dc.gov			Telephone number: (202) 673-7316	
Agency-Wide PREA Coordinator				
Name: Prechelle Shannon			Title: PREA Coordinator	
Email address: prechelle.shannon@dc.gov			Telephone number: (202) 523-7225	

AUDIT FINDINGS

NARRATIVE

The District of Columbia Department of Corrections Central Cell Block in Washington D.C. contracted with David Kidwell of Unique Solutions L.L.C. to conduct an audit of the Central Cell Block (Lockup) facility. The purpose of the audit was to determine compliance with the Prison Rape Elimination Act (PREA) standards. The Contractor is a certified Department of Justice PREA Auditor.

The auditor wishes to extend his appreciation to Director Faust and his staff for their professionalism and hospitality shown throughout the audit process. It was very apparent that his staff was well trained and prepared for the audit. Several years ago Director Faust, who at the time was the Chairperson for the Metropolitan Council of Governments Chiefs Committee initiated a regional PREA Sub Committee for preparation and sharing of resources throughout the region to ensure successful PREA audits in area jails and lockups. DC DOC PREA Coordinator Prechelle Shannon was a member of that committee and contributed to the training and resources made available to all the surrounding jurisdictions. PREA Coordinator Prechelle Shannon is also a Certified PREA Auditor through the Department of Justice. This will be the agencies third PREA audit with a facility under the control of the DC Department of Corrections.

Six weeks in advance of the on site visit posters were hung throughout the facility announcing the purpose of the upcoming audit. The posters included the auditor's contact information and allowed for arrestees to send any concerns or questions prior to the onsite visit. Verification was made through photographs. There were no complaints sent to the listed address.

Pre-audit preparation included a review of all documentation submitted by the PREA Coordinator. The documents included were the Pre-Audit Questionnaire, the check off list with attachments from the department policy and procedure manual, CCB SOP's, training outlines, brochures, training videos, training sign off sheets, statistical data, website information, organizational charts, and posters. The information provided was copious and supported compliance with the standards. Phone interviews were conducted with outside advocacy groups to include the DC Rape Crisis Center, and the Network for Victim Recovery. Phone interviews were also conducted with the DC Sexual Assault Nurse Examiner (SANE) group to ensure compliance.

The onsite portion of the audit was conducted on July 20 and 21, 2016. During the two-day visit the auditor was given a tour of the facility. Observations were made of the locations of cameras, staff supervision of arrestees, handicapped cells, observation cells, interview areas, feeding, poster locations, observation rounds, and staff command and lounge areas. This auditor talked informally to staff and arrestees and witnessed the entire intake process to include the arrestee intake risk assessment interview and review of PREA information. Following the tour, the auditor began the interviews, reviewed random staff files, and additional documentation to support the standards. This auditor was extremely impressed with the cleanliness and condition of the facility.

There were four arrestees committed to the lockup during the onsite audit. Of the four arrestees one male arrestee was in the process of being transported to the hospital for medical reasons, one arrestee was considered combative and refused to cooperate with the officers during the intake process. This auditor was able to speak and interview two female arrestees. Both arrestees were able to articulate what PREA was and how to report incidents of sexual abuse properly. There were no arrestees who identified as transgender in the facility during the visit. There were no youthful offenders housed in the lockup during the visit.

Staff members were randomly selected from the staff roster of forty-one. Ten staff members from the three various shifts were selected and interviewed. Interviews included sworn staff of all ranks and areas of operations. Onsite interviews were also conducted with medical personnel from Unity Health, The Facility Director, Agency Head Designee, and PREA Coordinator. All were well prepared for the Audit.

On site test phone calls to the confidential hotline were made and in compliance.

An exit meeting was held on the second day of the visit with Director Faust, Warden William Smith, Interim Deputy Director for Operations Latoya Lane, Deputy Director of Management and Support Quincy Booth, Captain Delonda Craig, Deputy Warden Johnson, and the PREA Coordinator, Prechelle Shannon. This auditor was very impressed with the high level of ownership of PREA from this department. From the top down, it is apparent that the DC Department of Corrections has embraced the Prison Rape Elimination Act and its standards.

DESCRIPTION OF FACILITY CHARACTERISTICS

The Central Cell Block (CCB) is located at 300 Indiana Avenue NW, which houses persons arrested on non-citationable offenses pending arraignment prior to their court appearance. The CCB has 58 cells on two levels, 2 of which are suicide resistant and 3 equipped with wheelchair accessibility. It is operated by 41 staff in total and operates three shifts a day, 7 days a week, and 365 days a year. The CCB has a triage clinic staffed with an NP or PA approximately 12 hours a day, 7 days a week that provides first aid, medications, and triage services on-site. DOC has operated the CCB since October 1, 2013 and the CCB Clinic since December 9, 2013.

The CCB is equipped with 22 cameras throughout the facility with video retention of up to 90 days. Staff in the facilities command center monitors the cameras. The cameras provide coverage in blind spots to the maximum extent possible and to observe those detainees identified as being with potential risk to include, self-harm, violent or unusual behavior, or imminent risk of sexual abuse. The cameras in the CCB are also remotely accessed by the DOC's investigative branch, the Office of Investigative Services, providing for executive level oversight of security activities.

Between 800 and 1100 arrestees per month pass through the CCB. About 88% are released to the community after arraignment; only 12 % are committed to DOC as inmates immediately following arraignment, and an additional 18% are subsequently committed as inmates. Arrestees consist of male and female adults and juveniles.

SUMMARY OF AUDIT FINDINGS

As a result of this auditor's findings, interviews, and thorough review of policy, practices, and on site examinations it is determined that the District of Columbia Department of Corrections Central Cell Block is found to be in full compliance with the established standards for the Prison Rape Elimination Act Standards for Lockups.

Number of standards exceeded: 2

Number of standards met: 31

Number of standards not met: 0

Number of standards not applicable: 0

Standard 115.111 Zero tolerance of sexual abuse and sexual harassment; PREA Coordinator

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

The District of Columbia Department of Corrections has a zero-tolerance policy towards all forms of sexual abuse, sexual assault, and sexual misconduct against any person who works, visits or is confined in any of its facilities or contractor operated facilities. The DC DOC responds to, investigates and supports the prosecution of all sexual abuse within all facilities operated by the agency and its contractors. The policy is very thorough and includes the agency's approach to preventing, detecting, and responding to sexual abuse and sexual harassment, definitions, sanctions for violators, and strategies to reduce and prevent sexual abuse and sexual harassment.

The DC Department of Corrections also published a small pocket guide for staff and contractors that includes a PREA overview, definitions, support systems, prevention techniques, investigation processes, response protocol, medical considerations, post abuse services, rights of victims, and several checklists for staff to use. This pocket guide was one of the very first things this auditor noticed while touring the staff areas of the facility. The PREA pocket guide is a very comprehensive guide published through grant funding that clearly indicates this agency is serious about the Prison Rape Elimination Act and its standards.

The agency employs a full time PREA Coordinator who reports to the Warden. The PREA coordinator reports that she has sufficient time and authority to develop, implement, and oversee the agency program. The PREA Coordinator has on site Compliance Manager for each of the facilities under control of the DC Department of Corrections. There are future plans to expand the staffing in this area to provide additional help to the PREA Coordinators Office.

Evidence:

- DC DOC Policy 3350.2G
- DOC CCB Operations Manual – Chapter 11
- DC DOC Organizational Chart
- Pre-Audit Questionnaire
- Interview with PREA Coordinator
- DC Department of Corrections Organizational Chart
- Staff and contractor interviews
- PREA Pocket Guide
- Review of 2014 DC DOC (Main Jail) PREA Audit
- Review of website

Standard 115.112 Contracting with other entities for the confinement of detainees

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

The DC Department of Corrections has not entered into or renewed a contract for the confinement of detainees on or after August 20, 2012, or since the last PREA audit.

Evidence:

- Pre-Audit Questionnaire
- Interview with PREA Coordinator
- Interview with Agency Head Designee

Standard 115.113 Supervision and monitoring

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

The Agency has a formalized, written staffing plan that addresses the mandatory elements required by the standard and is reviewed annually. The CCB uses overtime if needed to maintain minimum staffing levels. Daily reports are used to document any deviations from the staffing plan. An annual review is completed to see whether adjustments are needed.

CCB Officers are required to complete scheduled and unscheduled rounds not less than every 30 minutes in all areas. This information is documented on a tracking guard tour system. During the tour of the facility this auditor observed officers conducting surveillance rounds every 15 minutes using the Guard 1 patrol system. Unannounced rounds are documented on the daily report.

The facility has 12 cameras that are monitored by control staff to aid in supervision. There were no blind spots in the areas inmates have access to.

The facility uses a screening system to identify vulnerable inmates during the initial screening process prior to placement in a cell. Vulnerable inmates are placed alone in the front cells and extra observation rounds are conducted for heightened security.

Evidence:

- Written staffing plan
- DC DOC SOP Policy 5008.1-13 Rounds Tracking Guard 1
- CCB SOP 5009.1 #4 Staff Observation/Notification Procedures
- CCB SOP 5009.1 #2 Vulnerable Arrestee Housing
- Review of Daily Shift Reports
- Visual validation of rounds conducted during tour
- Review of CCB Guard 1 security rounds report

- Interview with facility Captain
- Pre-Audit Questionnaire
- Interview with PREA Coordinator

Standard 115.114 Juveniles and youthful detainees

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

The facility holds juveniles and youthful offenders separately. The facility reports that during the last 12 months the number of juveniles/youthful offenders held with adult detainees have been zero.

Youthful inmates are placed in cells that limit sight, sound and physical contact with adult arrestees.

Evidence:

- DC DOC Policy 3350.2F Elimination of Sexual Abuse
- CCB SOP 5009.1
- Staff Interviews
- Interview with PREA Coordinator
- Tour of area juveniles/youthful offenders are held
- Pre-Audit Questionnaire

Standard 115.115 Limits to cross-gender viewing and searches

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

The DC Department of Corrections CCB SOP prohibits cross-gender strip searches. Cross-gender pat searches are authorized only in emergency situations with immediate notification and approval from a supervisor. Policy prohibits from searching or examining a transgender arrestees for the sole purpose of determining the arrestee’s genital status.

The facility reports that there have been zero examinations of transgender arrestees for the sole purpose of determining genital status and zero reports of cross gender strip searches or cross gender visual body cavity searches in the last twelve months. Policy requires these types of searches are documented and reported through the chain of command.

The CCB does not conduct showers or changing of clothes. This is conducted at the main jail.

The agency has provided training to staff on how to conduct cross-gender pat down searches and searches of transgender arrestees in a professional manner.

Evidence:

- DC DOC Lesson Plan - Searches

- CCB SOP 5009.1 Search Process
- Pre-Audit Questionnaire
- Interview with PREA Coordinator
- Random Interviews with staff

Standard 115.116 Detainees with disabilities and detainees who are limited English proficient

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

The DC DOC has established a program that provides auxiliary aides and services whenever necessary, to ensure that individuals who are disabled have an equal opportunity to participate in, and benefit from services, programs, and activities. During my tour this auditor observed disability posters in Spanish and English posted in the intake area. The posters informed arrestees that services were available to them if needed. The posters also included how to contact the ADA Coordinator. I observed several TTY machines available for use. I also observed several handicapped cells large enough for wheel chair access and a wheel chair elevator to the second floor that disabled arrestees have access to.

Video Remote Services, Telephone Relay Services, and contracts with interpretation services are all available to arrestees depending on the need to effectively communicate with arrestees.

Policy prevents and Staff report that they do not use arrestees to interpret for them.

Evidence:

- Disability and limited English signs posted in Spanish and English
- DC DOC Policy 3800.4 Language Access Form
- DC DOC Policy 3800.3B Communication for Deaf and Hard of Hearing
- Quick Reference Guide for language Services
- Tour and inspection of handicapped cells
- Inspection of wheel chair elevator to second floor
- Random staff interviews
- Review of Intake Form with questions pertaining to Disabilities.
- Interview with Facility Director / Agency Head Designee
- Pre-Audit Questionnaire

Standard 115.117 Hiring and promotion decisions

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

The DC Department of Corrections policy prohibits hiring, promoting or retaining any employee that has a history of sexual misconduct in their background. Before hiring staff and contractors a background is completed and conducted no later than every five years of service. A review of the employee personnel file for complaints and any current or

prior incidents of sexual misconduct or sexual harassment is required as part of the promotional process. The staff member or contractor upon hiring and or promotion signs an employee Hiring and Promotions PREA form, which covers all elements of the standard.

Evidence:

- DC DOC Policy 3110.4D Selection Process for Supervisory Correctional Officer
- DC DOC Policy 3110.3D (23) Promotional Process for Correctional Officers
- Authorization For Release of Information Form
- Pre-Employment Tracking Form
- Employee Hiring and Promotions PREA Form
- Interview with PREA Coordinator
- Interview with Facility Director
- Pre-Audit Questionnaire
- Review of Random personnel files

Standard 115.118 Upgrades to facilities and technologies

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

There are no immediate plans to modify or expand the existing structure of the facility or use of technology. During this evaluation period the facility added surveillance round tracking system called Guard 1. This is a tool to assist in supervision of arrestees and is checked by supervisors at the end of each shift. This auditor inspected the camera coverage and found it to be adequate. All areas with arrestee access were covered. There is a ninety-day storage capacity on all video cameras. Interviews with the PREA Coordinator and leadership indicate that cameras are discussed during the incident reviews and they also feel confident of the current placement and coverage.

Evidence:

- On site inspection
- Interview with PREA Coordinator, Captain, Lieutenant.
- Pre-Audit Questionnaire
- Review of Guard 1 Plus tracking sheet

Standard 115.121 Evidence protocol and forensic medical examinations

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

The DC DOC refers all criminal investigations to the Metropolitan Police Department (MPD). MPD uses the U.S. Department of Justice’s National Protocol For Sexual Assault Medical Forensic Examinations. The Office of Investigative Services conducts all administrative investigations. The Office of Investigative Services Supervisor works hand in hand with MPD and the PREA Coordinator to investigate cases of alleged sexual abuse and forwards

the reports through the chain of command. Policy and interviews indicate that forensic medical examinations are conducted through the District of Columbia Sexual Assault Nurse Examiner Program (DCSANE). Services are provided 24/7 at the Medstar Washington Hospital Center. The program offers at minimum six full time case managers, three attorneys, twenty-two specially trained nurse examiners, and a toxicology coordinator. These services and aftercare are free of charge to arrestees. Interviews conducted with staff indicate a strong awareness of evidence protocols as it pertains to responding to incidents.

There were no reports of allegations of arrestees transported to an outside hospital for forensic examination in the last twelve months.

Evidence:

- DCSANE training material
- Interview with on site medical personnel
- Interview with PREA Coordinator
- Interview with Office of Investigative Services Supervisor
- Review of DC Website
- Interview with DCSANE staff
- Interview with facility Director and Agency Head Designee
- DC DOC Policy 3350.2G Medical and Mental Health Treatment

Standard 115.122 Policies to ensure referrals of allegations for investigations

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

The District of Columbia Department of Corrections Policy 3350.2G (Elimination of Sexual Abuse, Sexual Assault, and Sexual Misconduct) requires that all allegations of sexual abuse and sexual harassment be referred for investigation. The Metropolitan Police Department is the law enforcement agency that conducts all criminal investigations. The Office of Investigative Services conducts all administrative investigations. Investigators receive specialized training on conducting PREA investigations. These investigations are documented and sent through the chain of command for review and action if necessary.

During the last twelve months there were no reports of allegations of sexual abuse and sexual harassment that were received. There were no administrative investigations or allegations referred for criminal investigations in the last twelve months.

Agency policy and annual statistical data are reported on the DC website.

Evidence:

- Review of Policy 3350.2G
- Review of DC Website
- Interview with Office of Investigative Services Supervisors
- Pre-Audit Questionnaire
- Interview with PREA Coordinator
- Interview with Facility Director / Agency Head

Standard 115.131 Employee and volunteer training

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

The DC DOC requires all staff that has contact with arrestees to have training on Sexual Abuse and Sexual Misconduct on an annual basis. Part of the training requires that a post-training test be completed. A review of the facilitators guide shows complete compliance with the standard. I was extremely impressed with the knowledge and history of PREA that was relayed during the staff interviews. Staffs were well prepared for the interviews, which is a direct reflection of the training received. I was also impressed with the leadership involvement in training and being the example for staff. Leadership attended specialized training in PREA. A random sampling of training sheets was reviewed and the facility reports 100% compliance with training. Volunteers do not have contact with arrestees at this facility.

Staff also receive periodic roll call training on PREA and its components, and also receive information through newsletters

During the onsite tour this auditor noticed the PREA information pocket guide for staff. This was a quick reference guide to all the components of PREA and a useful tool during an emergency response if needed.

Evidence:

- Review of DC DOC PREA Employee Training Facilitators Guide
- Review of PREA Employee Training Pre/Post Test
- Review of training check off sheets
- Staff Interviews
- PREA Quick Reference Guide
- Interview with Facility Director / Agency Head Designee
- Pre-Audit Questionnaire
- Newsletter

Standard 115.132 Detainee, contractor, and inmate worker notification of the agency's zero-tolerance policy

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

During the intake process, employees notify all arrestees of the agency's zero tolerance policy regarding sexual abuse and sexual harassment. During the onsite tour this auditor observed the intake process for three separate arrestees. Each arrestee was screened and informed of the agency's zero tolerance policy.

The first thing you see on the wall when you enter the facility is the agency PREA poster, which includes the zero tolerance policy. PREA posters were also placed on the wall with direct sight by arrestees when responding to the risk assessment questions. Brochures that describe in detail the policy and reporting procedures are handed out as well.

The on site medical contractor receives annual training on PREA and was able to recite the no tolerance policy during the interview. There are no other contractor and volunteers authorized to work around arrestees.

Evidence:

- CCB PREA Brochure
- CCB DOP
- DC DOC Policy 3350.2G
- Interview with medical staff
- On-Site tour and observation of intake process
- Interview with intake staff
- Interview with PREA Coordinator
- Interview with Agency Head Designee / Facility Director
- PREA Posters
- PREA Inmate Risk Assessment

Standard 115.134 Specialized training: Investigations

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

The Office of Investigative Services receives specialized PREA investigation training through the Moss Group. The training agenda was reviewed and meets all the criteria for the standard. The training includes the proper use of Miranda and Garrity warnings, techniques for interviewing sexual abuse victims, evidence collection and criteria and evidence required to substantiate a case for administrative action or prosecution referral. Each employee completing the training signs off on the training sign off sheet. The OIS Supervisor was also interviewed and reports that all her investigators have had the training. Sign off sheets were reviewed to validate the completion of the training.

Evidence:

- Specialized Investigations Training Agenda
- Investigations Curriculum
- Interview with The Office of Investigative Services Supervisor
- Interview with PREA Coordinator
- Review of training sign off sheets

Standard 115.141 Screening for risk of victimization and abusiveness

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

During intake, CCB staff asks detainees questions to screen for the risk of sexual victimization and abusiveness. The questions meet the criteria for the standard and are listed in policy. Once completed, arrestees are then placed in holding cells according to their classification and needs for extra supervision.

Evidence:

- DOC CCB SOP 5009.1 Intake Questions
- Computer generated observation report
- Interview with intake staff
- On-site observation of intake process
- Arrestee Interview
- Interviews with Staff

Standard 115.151 Detainee reporting

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

During the on site tour this auditor was able to observe staff inform arrestees the reporting procedures verbally and through brochures. PREA posters are also visible in areas where arrestees have access. Arrestees are also informed that reporting can be done anonymously and how if needed. During the onsite visit the confidential hotline connecting to the Office of Inspector General was tested successfully.

Evidence:

- Review of DOC CCB SOP Policy 5009.1 Reporting Procedures for Arrestees
- Onsite call to Confidential Hotline
- PREA Brochure
- Onsite inspection of PREA Posters
- Inmate Interview
- Random Staff Interviews
- Interview with PREA Coordinator
- Interview with intake staff
- Onsite observation of intake process

Standard 115.154 Third party reporting

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

The DC CCB SOP allows for arrestees to report sexual abuse, sexual assault, misconduct and sexual harassment anonymously through several methods. During the onsite inspection this auditor observed arrestees get this information at intake through brochures, verbal conversations with staff and PREA posters they see at intake.

Staff and arrestees were able to give several confidential ways to report incidents anonymously. During interviews staff were able to tell me that during training that they were responsible for accepting reports verbally, in writing, anonymously, and from third parties and that the reports needed to be documented and immediately sent through the chain of command.

Evidence:

- Review of DC CCB SOP Policy 5009.1 Reporting Procedures for Arrestees
- Onsite validation call to Office of Inspector General PREA Confidential Hotline
- Review of DC DOC website
- Review of staff training curriculum
- PREA Pocket Guide
- Interview with Arrestee
- Onsite observation of arrestee intake interview
- Interview with staff

Standard 115.161 Staff and agency reporting duties

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

The District of Columbia Department of Corrections Policy 3350.2G requires all staff to immediately report any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment. Policy requires the information to be kept confidential. During the onsite interviews staff were able to articulate the reporting process and express the confidentiality of information and why it's important.

The agency requires all staff to comply with mandatory child abuse reporting requirements.

The agency's PREA policy requires staff to report any suspected or known retaliation immediately.

Evidence:

- Review of DC DOC Policy 3350.2G Staff Notification and Training
- Random Staff interviews
- Interviews with Facility Director / Agency Head
- PREA Pocket Guide

- Interview with Investigator
- Training lesson plans
- Interview with Medical Contractor

Standard 115.162 Agency protection duties

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

District of Columbia Department of Corrections Policy mandates protective measures for at risk inmates. Detainees may be transferred immediately if necessary to the ADC. Employees under investigation are prohibited from making contact with a complainant and may if necessary be placed on administrative leave or reassigned. The PREA Coordinator or designee will monitor the complainant for retaliation for a minimum of 90 days or more if necessary.

The facility reports that in the last twelve months there have been no reports of times the agency determined that a detainee was subject to a substantial risk of imminent sexual abuse.

Evidence:

- DC DOC Policy 3350.2G #23C Procedures During Investigation of Accused of sexual abuse, assault or misconduct.
- DC DOC Policy 3350.2G #24 Protection against retaliation
- Interview with Investigator
- Interview with PREA Coordinator
- Pre-Audit Questionnaire

Standard 115.163 Reporting to other confinement facilities

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

Policy requires that when the CCB receives an allegation that an arrestee was sexually abused while confined at another facility, the Warden or Administrator will notify in writing the Warden or Administrator of the facility where the alleged abuse took place.

There have been no reports of this nature in the last twelve months.

Evidence:

- DC CCB SOP 5006.1 #8a Reporting to Other Facilities
- Interview with Facility Manager
- Interview with PREA Coordinator
- Pre-Audit Questionnaire

Standard 115.164 Staff first responder duties

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

The DC CCB reports that in the last twelve months, there have been zero allegations that a detainee was sexually abused. The facility provides PREA Pocket Guides to employees that detail the necessary steps in responding to incidents that meet the requirements for this standard. Policy also outlines the necessary first responder steps. During employee interviews staff were able to articulate first responder steps without hesitation.

Evidence:

- DC DOC Policy 3350.2G
- Random Staff interviews
- DC PREA Pocket Guide
- Interview with PREA Coordinator
- Interview with Facility Director
- Staff Training Outline

Standard 115.165 Coordinated response

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

DC CCB has a written coordinated response to an incident of sexual abuse. The plan includes all the elements of this standard. Staff was able to articulate the plan during the onsite interviews. The PREA Pocket Guide lists the steps and agencies involved in the coordinated response efforts. There have been no reports in the last twelve months of transfers to medical facilities because of a sexual abuse incident.

Evidence:

- Pre-Audit Questionnaire
- DC CCB SOP 5009.1 Response to Sexual Abuse
- Random staff interviews
- DC PREA Pocket Guide
- Interview with DCSANE
- Interview with PREA Coordinator

Standard 115.166 Preservation of ability to protect detainees from contact with abusers

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

The District of Columbia Department of Corrections does not have any collective bargaining agreements in place.

Evidence:

- Pre-Audit Questionnaire
- Interview with PREA Coordinator
- Interview with Facility Director

Standard 115.167 Agency protection against retaliation

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

DC DOC policy includes agency protection against retaliation up to and including termination of staff that participate in misconduct or retaliation. The PREA Coordinator or designee is responsible for monitoring the treatment of detainees for a minimum of ninety days or more if needed, unless the incident is unfounded. Transfers to other facilities are used if necessary and Mental Health services are provided free of charge to victims when necessary.

There have been no reports of retaliation that have occurred in the last twelve months.

Evidence:

- DC DOC Policy 3350.2G Elimination of Sexual Abuse, Sexual Assault, and Sexual Misconduct
- Interview with PREA Coordinator
- Interview with Investigator
- Interview with Facility Director

Standard 115.171 Criminal and administrative agency investigations

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

The DC DOC CCB conducts administrative investigations for PREA but does not conduct criminal investigations. Criminal investigations are conducted by the Metropolitan Police Department. Policy 3350.2G outlines the process for both types of investigations. There have been no reports of allegations of abuse or misconduct in the last 12 months.

There are seven employees who have received specialized training for conducting sexual abuse investigations required by PREA. The training was conducted by the MOSS Group and includes the necessary elements of standard 115.134

All reports pertaining to PREA investigations are retained for as long as the abuser is incarcerated or employed by the agency, plus five years.

Evidence:

- DC DOC Policy 3350.2G Elimination of Sexual Abuse, Sexual Assault, and Sexual Misconduct
- Interview with Investigator
- Interview with PREA Coordinator
- Interview with Facility Director

Standard 115.172 Evidentiary standard for administrative investigations

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

The District of Columbia Department of Corrections Policy imposes a standard of a preponderance of evidence or a lower standard of proof when determining whether allegations of sexual abuse or sexual harassment are substantiated. This auditor’s interview with the Office of Investigative services unit Supervisor confirmed compliance with the standard.

Evidence:

- DC DOC Policy 3350.2G #21 Evidentiary Standard
- Interview with OIS Supervisor
- Interview with Facility Director
- Pre-Audit Questionnaire

Standard 115.176 Disciplinary sanctions for staff

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

The DC CCB reports that there were no staff disciplined for a violation of the agency sexual abuse or sexual harassment policies. Policy indicates staff is subject to disciplinary sanctions up to including termination for violating agency sexual abuse or sexual harassment policies.

Evidence:

- DC DOC Policy 3350.2G #21 Employee Discipline
- Interview with Investigator
- Interview with PREA Coordinator
- Interview with Facility Director
- Pre-Audit Questionnaire

Standard 115.177 Corrective action for contractors and volunteers

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

DC CCB reports that there have been zero contractors/volunteers reported for engaging in sexual abuse of residence in the last twelve months. Volunteers are not permitted in the CCB. Medical personnel have access to arrestees for medical purposes only. DC DOC policy requires notification to law enforcement agencies if a contractor or volunteer violates PREA rules unless the act was not criminal in nature.

Evidence:

- DC DOC Policy 3350.2G Employee Discipline
- Pre-Audit Questionnaire
- Interview with PREA Coordinator
- Interview with Facility Director

Standard 115.178 Referrals for prosecution for detainee-on-detainee sexual abuse

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

DC DOC Policy indicates that when the quality of evidence appears to support criminal prosecution DOC will refer the case for criminal prosecution. This was confirmed during my interview with the OIS Investigator.

The agency reports that there have been no incidents of this nature in the last 12 months.

Evidence:

- DC DOC Policy 3350.2G
- Interview with Investigator
- Pre-Audit Questionnaire

Standard 115.182 Access to emergency medical services

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

The DC CCB has a medical contract for on site medical personnel for immediate medical care. This is unusual and most beneficial for a lockup facility that houses arrestees overnight. Detainee victims of sexual abuse receive immediate care from on site medical personnel and then transported to the hospital for further medical and mental health services if needed. There is no cost for services provided to arrestees.

Evidence:

- Interview with DCSANE
- Interview with PREA Coordinator
- Interview with Medical Personnel
- DC DOC Policy 3350.2G Medical Treatment

Standard 115.186 Sexual abuse incident reviews

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

The District of Columbia Department of Corrections has established a Sexual Assault Incident Review Team made up of upper-level management, line supervisors, investigators, PREA Coordinator, and medical and mental health staff. The team conducts reviews at the conclusion of every investigation. The team considers whether changes in policy are needed to improve prevention, detection, or response to sexual abuse incidents. They also consider camera placement, and many other dynamics to improve the program created. Meeting minutes and suggestions are forwarded through the chain of command for review.

There have been no reports of criminal or administrative investigations in the last twelve months.

Evidence:

- DC DOC Policy 3350.2G d. Sexual Assault Incident Review Team
- Interview with PREA Coordinator
- Interview with Investigator
- Pre-Audit Questionnaire

Standard 115.187 Data collection

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

The PREA Coordinator collects data for every allegation of sexual abuse at all the DOC facilities and publishes the information on the annual report and the Annual Survey of Sexual Victimization required by the Department of Justice.

Evidence:

- Survey of Sexual Victimization
- FOIA and Records Program Manual
- PREA Coordinator
- Review of website
- Interview with Facility Director
- Pre-Audit Questionnaire

Standard 115.188 Data review for corrective action

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

Interviews with the PREA Coordinator and the Facility Manager indicate that data reviews are conducted and reviewed to assess and improve the effectiveness of the established PREA program. The data is used to identify problem areas, take corrective action, and to prepare an annual report. The Director approves the report.

Evidence:

- Annual PREA Report published on Website
- SAIRT meeting minutes
- Interview with PREA Coordinator
- Interview with Facility Director

Standard 115.189 Data storage, publication, and destruction

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

The Records Management Office of the District of Columbia provides oversight for the records management program. The agency is responsible for approving disposition, storage, and serving as the custodian of records. The agency disposes of records with approved disposition schedules. Interviews with the Facility Director and PREA Coordinator confirm compliance with this standard.

Evidence:

- DC DOC Policy 2000.2 Retention and Disposal of Department Records
- Interview with PREA Coordinator
- Interview with Facility Manager

I certify that:

- The contents of this report are accurate to the best of my knowledge.
- No conflict of interest exists with respect to my ability to conduct an audit of the agency under review, and
- I have not included in the final report any personally identifiable information (PII) about any inmate or staff member, except where the names of administrative personnel are specifically requested in the report template.

David Kidwell
Auditor Signature

August 15, 2016
Date