

PREA AUDIT: AUDITOR'S SUMMARY REPORT

ADULT PRISONS & JAILS



[Following information to be populated automatically from pre-audit questionnaire]

Name of facility:		Plymouth County Correctional Facility	
Physical address:		24 Long Pond Road, Plymouth, MA 02360	
Date report submitted:		July 24, 2014	
Auditor Information			
Address:		P.O. Box 296, Rudyard, MI 49780	
Email:		jpallen@lighthouse.net	
Telephone number:		906-478-5841, Cellphone 906-298-1339	
Date of facility visit:		July 21-24, 2014	
Facility Information			
Facility mailing address: <i>(if different from above)</i>			
Telephone number:		1-508-830-6200	
The facility is:	<input type="checkbox"/> Military	<input checked="" type="checkbox"/> County	Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipal	<input type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
Facility Type:	<input type="checkbox"/> Jail	<input checked="" type="checkbox"/> Prison	
Name of PREA Compliance Manager:		Michael Duggan	Title: Assistant Deputy Superintendent
Email address:		mduggan@pcsdma.org	Telephone number: 1-508-830-6275
Agency Information			
Name of agency:		Plymouth County Sheriff's Department	
Governing authority or parent agency:			
Physical address:		24 Long Pond Road, Plymouth, MA 02360	
Mailing address: <i>(if different from above)</i>			
Telephone number:		1-508-830-6200	
Agency Chief Executive Officer			
Name:		Joseph D. McDonald Jr.	Title: Sheriff

Email address:	jmcDonald@pcsdma.org	Telephone number:	1-508-830-6200
Agency-Wide PREA Coordinator			
Name:	Isabel Eonas	Title:	Deputy General Counsel
Email address:	ieonas@pcsdma.org	Telephone number:	1-508-830-6278

AUDIT FINDINGS

NARRATIVE:

On July 21-24, 2014, an audit was conducted at the Plymouth County Correctional Facility, Plymouth, Massachusetts, to determine compliance with the Prison Rape Elimination Act standards finalized in August 2012.

A complete tour of the facility to include out buildings was conducted on July 21, 2014. The following areas and operations were visited and observed: Inmate Housing areas, Medical Operations, Chapel Area, Intake processing area, Administrative areas, Education areas, Food Service area, Operations areas, and other areas pertinent to PREA.

Documents reviewed for this audit included policies, institutional supplements, contracts, staff training records, personnel files, volunteer training records, sexual abuse & harassment complaints, training curriculums. Formal interviews were scheduled through random selection of staff on all shifts, and inmates from schedules and rosters provided by the staff on the first day of the audit. Interviews were conducted with the following staff: Superintendent, PREA Compliance Coordinator, PREA Compliance Manager, Medical staff, Mental Health Staff, Human resources Manager, Corrections Officers from all areas of the facility (three on the morning shift, three on the evening shift, and three on the night shift), supervisors, Facility Investigators, staff who conduct intake and screen inmates, 22 random inmates, one disabled inmate, one limited English speaking inmate, one inmate who disclosed that he had been sexually abused as a child, one inmate deemed vulnerable at intake (housed in segregation for reasons unrelated to PREA), and one additional inmate who had written this auditor with a complaint that after investigating the issue with staff at the facility it was deemed that the complaint was unsubstantiated by this auditor.

DESCRIPTION OF FACILITY CHARACTERISTICS:

The Plymouth County Correctional Facility was opened on May 25, 1994 after two years of construction. It is a facility designed to house multiple classifications, to include county prisoners, sentenced state inmates, and federal detainees. PCCF is the largest correctional facility under one roof in Massachusetts. The building envelope (Outside Walls) is constructed to maximize security standards. Although the building, is two football fields long, it is organized into separate housing units, which facilitate direct supervision management of inmates.

The total square footage of floor space is 351,537 square feet. There are four floors, one Administration/Support/Criminal Justice Training Facility, One Program building/Print Shop/Garage, and one Warehouse. A Security Perimeter comprised of two chain link fences with one roll of razor wire at the top of each fence, with five rolls of razor wire located between the two fences. The interior fence has a shaker system. In addition there are exterior cameras which cover the buildings, property and

parking area. The facility has 610 full time permanent employees, a total of 831 personnel, 594 total full time active employees, and 221 part time employees.

There are 21 different housing units, housing 1729 inmates. There are 444 house status inmates, 463 trial status inmates, 58 protective custody inmates, 48 Administrative Segregation inmates, and 15 Disciplinary Detention inmates.

SUMMARY OF AUDIT FINDINGS:

Number of standards exceeded:

Number of standards met: 42

Number of standards not met:

Non-applicable: 1

§115.11 - 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)

PCSD Policies 100 & 268, and Memo's from Superintendent, appointing the PREA Coordinator and the PREA Manager support compliance for this standard.

§115.12 - Contracting with other entities for the confinement of inmates

- 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)

PCSD Policy 132, Interagency Relations, and Memo from Governor, Address this standard.

§115.13 – 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)

PCSD Policies 111 & 512, PCCF Policy 402, Staffing Analysis December 2013 w/worksheets. Facility memo, relating to new Surveillance cameras, the re-location of current surveillance cameras and Housing Unit Logs, and auditors review of Housing Unit Logs during tour of the facility, support compliance in this standard.

§115.14 – Youthful Inmates

- 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)

This standard is non-applicable to this facility. PCCF does not house youthful offenders.

§115.15 – 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)

PCCF Policies 216, 268, 402, 506, 620, and PCSD Training Rosters support compliance in this standard.

§115.16 – Inmates with Disabilities and Inmates 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)

PCCF Policies 401, 420, 620, 482, 268, 108, 513, Homeland Security's Language Guide, and the Inmate Handbook Receipts for both English and Spanish versions support compliance in this standard.

§115.17 – 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)

PCCF Policies 217, 201, copies of Background Records Checks, Plymouth County Sheriff's Department Background Investigation Unit's Confidential Reports, and Plymouth County Sheriff's Department Application for Employment supports compliance in this standard.

§115.18 – Upgrades to Facilities and Technology

- 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)

PCCF Policy 740, Facilities Maintenance Memo addressing camera installation for PREA Compliance, and schematics showing where cameras would be installed, and new installations observed by auditor during tour, support compliance in this standard.

§115.21 – 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)

PCCF Policies 513, 620, Memo from Jordan Hospital, MOU from Health Imperatives, memo from Beth Israel Deaconess Hospital, and MOU with the PCSD support compliance in this standard. (SAFE's are located at the contract facilities)

§115.22 – 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)

PCCF Policy 513, Logs of PREA Incidents, Memo from PCSD to Office of District Attorney/Brockton, MA, Memo PCSD to inmate, PREA investigation files, Disciplinary Report, and Visitor Information Bulletin support compliance in this standard.

§115.31 – Employee 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)

PCCF Policy 216, PREA training Curriculum, and PREA Training Class Roster Reports with signatures of acknowledgement, and interviews with staff, support compliance in this standard.

§115.32– Volunteer and Contractor 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)

PCCF Policies 216, 217, 485, PREA Training Curriculum, PREA Training Class Rosters, and acknowledgements of Training receipts, and interviews with contract staff, support compliance in this standard.

§115.33 – Inmate Education

- 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)

PCCF Policy 404, Sample of English and Spanish Inmate Handbooks, Classification: PREA Risk Assessment form with inmates signature, Bookings: Initial PREA Risk Assessment with inmates signature, and Demographic Detail Report, support compliance in this standard. (Education was also validated through interview with inmates)

§115.34 – 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)

PCCF Policies 216, 513, and Staff Training Certificates support compliance in this standard. Interviews with Investigative staff also validated receipt of training.

§115.35 – Specialized training: Medical and mental health care

- 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)

PCCF Policy 216, Training Certificates, SANE Training Rosters, and the SANE Training Curriculum support compliance in this standard.

§115.41 – 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)

PCCF Policies 268, 401, 420, Classification: Risk Assessments, Transfer: PREA Assessments, and Booking: Initial PREA Risk Assessments, and interviews with inmates, support compliance in this standard.

§115.42 – Use of Screening Information

- 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)

PCCF Policies 402, 420, 421, Memo-Subject PREA Housing (separating inmates), PCCF Risk Type Reports, Classification Reviews, Intake Classification Reports, and Classification: PREA Risk Assessments support compliance in this standard.

§115.43 – Protective Custody

- 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)

PCCF Policies 401, 420, 421, Memo-Separation of Inmates, PCCF Risk Type Report, addresses this standard. PCCF does not place inmates in involuntary segregation for PREA related incidents, the facility has a housing unit where inmates in these situations can be housed indefinitely.

§115.51 – Inmate 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)

PCCF Policies 268, 402, Memo to Plymouth County Sheriff's Department, Inmate Handbook, Memo from Plymouth County Sheriff's Department, PREA Investigation File, PCCF Intelligence Report, PCCF Informational Report, Disciplinary Report, PCCF Inmate Summary, and Employee Rule Book support compliance in this standard. This standard is also supported through auditor interviews with inmates.

§115.52 – Exhaustion of Administrative Remedies

- 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)

PCCF Policies 268, 491, and the Inmate Handbook addresses this standard.

§115.53 – Inmate Access to Outside Confidential Support 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)

PCCF Policy 620, Inmate Handbook, PREA Poster w/Hotline #, MOU between Health Imperatives and Plymouth County Sheriff's Department, Memo Jordan Hospital, and Memo Beth Israel Deaconess Hospital support compliance in this standard.

§115.54 – 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)

PCCF Policy 268, PREA Poster, and Plymouth County Sheriff's Department Informational Booklet addresses this standard.

§115.61 – 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)

PCCF Policies 268, 513, Memo to inmate, PREA Investigation File, PCCF Informational Report, PCCF Inmate Summary, Housing History Report, 90 Day PREA Investigation Review, support compliance in this standard.

§115.62 – 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)

PCCF Policies 268, 420, Memo Separation of Inmates, and PCCF Risk Type Report, support compliance in this standard.

§115.63 – 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)

PCCF Policy 268, PREA Investigation File, Memo-Past Incident, MCI Concord Incident Report, and Inmate Summary support compliance in this standard.

§115.64 – 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)

PCCF Policies 268, 402, 513, PREA Investigation File, Disciplinary Report, PCCF Intelligence Report, PCCF Informational Report, and Inmate Consent Agreement support compliance in this standard.

§115.65 – 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)

PCCF Policy 268, and PCCF Coordinated Response Plan addresses this standard.

§115.66 – Preservation of ability to protect inmates from contact with abusers

- Exceeds Standard (substantially exceeds requirement of standard)
 - X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
 - Does Not Meet Standard (requires corrective action)
- PCCF Policy 230 addresses this standard.

§115.67 – Agency protection against retaliation

- Exceeds Standard (substantially exceeds requirement of standard)
 - x Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
 - Does Not Meet Standard (requires corrective action)
- PCCF Policies 240, 268, 420, 650, Sample Contract Forms, and 90 Day PREA Investigation Reviews, support compliance in this standard.

§115.68 – Post-Allegation Protective Custody

- Exceeds Standard (substantially exceeds requirement of standard)
 - X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
 - Does Not Meet Standard (requires corrective action)
- PCCF Policy 268 addresses this standard.

§115.71 – Criminal and Administrative Agency Investigations

- Exceeds Standard (substantially exceeds requirement of standard)
 - x Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
 - Does Not Meet Standard (requires corrective action)
- PCCF Policy 513, PCCF Inmate Request, MDOC Certificate of Training, Sexual Assault Evidence Collection Kit, Paperwork from Beth Israel Deaconess Hospital, Memo from PCSD to inmate notifying of unfounded allegation, PREA Investigation File, PCCF Intelligence Report, PCSD memo substantiating and allegation, Mental Health Referral, Disciplinary Report, Informational Report, Consent Agreement, Memo from PREA Review Team to inmate notifying of unsubstantiated allegation, support compliance in this standard.

§115.72 – 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)

PCCF Policies 230, 268, PCSD memo to inmate (Unfounded Allegation), PREA Investigation File, PCCF Intelligence Report, Disciplinary Report, PCCF Informational Report, PCCF Inmate Summary, Memo from PCSD to inmate (substantiated allegation), support compliance in this standard.

§115.73 – Reporting to Inmate

- 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)

PCCF Policies 268, 513, and Memos from PCSD to inmates notifying them as to whether their allegations were Substantiated, Unsubstantiated, or Unfounded supports compliance in this standard.

§115.76 – 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)

PCCF Policies 230 & 268 addresses this standard.

§115.77 – 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)

PCCF Policies 268 & 485 addresses this standard,

§115.78 – Disciplinary sanctions for inmates

- Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

PCCF Policy 430 & PCCF table of PREA Incidents addresses this standard.

§115.81 – Medical and mental health screenings; history of sexual abuse

Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

PCCF Policies 620, 650, Intake Booking Report, and PCCF Correctional Health Medical History and Screening, support compliance in this standard.

§115.82 – Access to emergency medical and mental health services

Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

PCCF Policies 402, 620, and 650 address this standard.

§115.83 – Ongoing medical and mental health care for sexual abuse victims and abusers

Exceeds Standard (substantially exceeds requirement of standard)

X Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

PCCF Policies 605, 620 & 650 address this standard.

§115.86 – Sexual abuse incident reviews

Exceeds Standard (substantially exceeds requirement of standard)

x Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)

Does Not Meet Standard (requires corrective action)

PCCF Policy 268, Memos from PREA Coordinator to PCCF Superintendent, Memos from PREA Review Team to PCCF Superintendent, and PREA Review Team Committee Meetings Minutes address this standard.

§115.87 – 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)

PCCF Policies 111, 268, PCCF Table of PREA Incidents (2013), and PREA Outcome Measures address this standard.

§115.88 – 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)

PCCF Policy 268, Annual PREA Review for Corrective Action pursuant to PREA Standard 115.88 (August 2013 – June 2014) addresses this standard.

§§115.89 – 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)

PCCF Policies 111, 268, Table of PREA Incidents (2013 & 2014) with personal information redacted addresses this standard.

AUDITOR CERTIFICATION:

The auditor certifies that the contents of the report are accurate to the best of his/her knowledge and no conflict of interest exists with respect to his or her ability to conduct an audit of the agency under review.

James H. Allen

July 24, 2014

Auditor Signature

Date