

PREA AUDIT: AUDITOR'S SUMMARY REPORT

ADULT PRISONS & JAILS



Name of facility:		Hutchins State Jail	
Physical address:		1500 E. Langdon Rd. Dallas, TX 77241	
Date report submitted:		February 8, 2016	
Auditor Information		Cathy Slack	
Address:		c/o American Correctional Association 206 North Washington Street, Suite 200, Alexandria, VA	
Email:		RobertB@aca.org	
Telephone number:		1-800-222-5646	
Date of facility visit:		January 6-8, 2016	
Facility Information			
Facility mailing address: <i>(if different from above)</i>			
Telephone number:		(505) 287-6940	
The facility is:	<input type="checkbox"/> Military	<input type="checkbox"/> County	<input type="checkbox"/> Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipal	<input checked="" type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
Facility Type:	<input checked="" type="checkbox"/> Jail	<input type="checkbox"/> Prison	
Name of PREA Compliance Manager:		Daniel Hill	Title: Unit Safe Prisons PREA Manager
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Agency Information			
Name of agency:		Hutchins State Jail	
Governing authority or parent agency: <i>(if applicable)</i>		State of Texas	
Physical address:		861 B I-45 North, Huntsville, Texas 77320	
Mailing address: <i>(if different from above)</i>		P.O. Box 99, Huntsville, Texas 77342	

Telephone number:	(936)-295-6371		
Agency Chief Executive Officer			
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AUDIT FINDINGS

NARRATIVE:

The PREA audit of the Hutchins State Jail was conducted on January 6-8, 2016 by auditor Cathy Slack to determine compliance with the Prison Rape Elimination Act (PREA) standards finalized August 2012. Approximately four weeks prior to the audit, the lead auditor Cathy Slack received a USB drive with the PREA Pre-Audit Questionnaire and supporting documents, such as facility characteristics; the last ACA Audit Report for January 7-9, 2013; Hutchins State Jail facility layout; physical plant; unit video location; a list of offenders who have disclosed sexual victimization; a List of Lesbian, Bisexual Offenders, Gay, Transsexual and Intersex Offenders Data from the Hutchins State Jail and information for each standard file. The auditor also reviewed previously documented interviews of the Agency Head, PREA Coordinator and Agency Contract Administrator prior to the on-site audit and a review of the TDCJ website prior to the on-site audit.

The PREA Resource Audit Instrument used for Adult Prisons and Jails was furnished by the National PREA Resource Center website. To summarize there are seven sections, A through G, comprised of the following: A) Pre-Audit Questionnaire, sent by Hutchins State Jail, B) the Auditor Compliance Tool; C) Instructions from the PREA Audit Tour; D) the Interview Protocols; E) the Auditor's Summary Report; F) the Process Map; and G) the Checklist Documentation.

After reviewing the Pre-Audit Questionnaire and the material sent prior to discussion and the audit visit, each item of the USB drive was reviewed. Of particular interest to the auditor was the detailed information in the Pre-Audit Questionnaire completed by the PREA Compliance Manager. Also, in this preliminary review, special interest was taken in the compliance documentation provided for each standard.

Following the entrance meeting with staff, the auditor toured the facility on January 6, 2016. During the tour, the auditor viewed the PREA video in the Intake area of the facility and observed PREA postings throughout the facility. Following the tour, all required facility staff and offenders interviews were conducted on-site. Interviews included random staff and minimum of one offender from every housing area selected by the auditor from a list of all the offenders and staff in the facility. In addition, offenders who were identified as being in a designated group (e.g., disabled, limited English speaking ability, LGBTI, or who had reported a sexual abuse) and other identified specialized staff including the Warden, PREA Manager, Investigator, first responders, health care providers, and mental health professionals were interviewed. Total of 13 random offenders and 11 random staff interviewed. There were 3 limited English proficient offenders interviewed. One offender that was disabled that used a walker was interviewed. There were one transgender offender and one gay offender interviewed. The auditor found the staff and offenders to be aware of PREA. Staff training and personnel records and offender records were also reviewed.

All investigations of allegations were reviewed. There were 8 unsubstantiated incidents of sexual abuse and 2 were unfounded for sexual assault. There were 0 allegations reported by another facility and 0 allegations that occurred at another facility.

When the on-site audit was completed, the auditor conducted an exit briefing. The auditor did not give the facility a finding, however, did not see any substantial issues of concern. The auditor thanked Hutchins State Jail for their hard work and commitment to the Prison Rape Elimination Act.

During the report writing the auditor concluded there were no corrective actions required and considered this report to be final.

DESCRIPTION OF FACILITY CHARACTERISTICS:

The Hutchins State Jail facility came on line in April 1995 and is one of 15 such facilities operated by the Texas Department of Criminal Justice. The Texas Department of Criminal Justice (TDCJ) manages offenders in state prisons, state jails and private correctional facilities that contract with TDCJ.

The facility's kitchen underwent renovations in 2005-2006. Hutchins is a large minimum security adult male facility with a maximum capacity of 2,257. The facility sits on 69 acres located at 1500 Langdon Road, Dallas, Texas, about 12 miles south of downtown Dallas, in an industrial and local government area. The compound is composed of 12 buildings: H-Building-Administration; A-, B-, C-, D-, E- and F-Buildings-Offender Housing; G-Building-Education and Classifications and Security Center; T-Building,-Kitchen, Dining Halls and Laundry; K-Building-Intake, Segregation and Medical Department; J-Building-Maintenance; M-Building-Storage; L-Building-Sally port; and a Chapel.

Hutchins State Jail is enclosed by a single 12-foot inward-curved perimeter fence flanked by a security vehicle road. For offenders with sentences of 2 years or more, the average length of stay is 1yr, 9 months. For offenders with sentences of 2 years or less, the average length of stay is 27 days. The institution offers programs and services to include food services, off-site medical care, recreation, multi-denominational religious programs and services, work programs, academic and vocational education, special treatment programs, volunteer services, community work projects, substance abuse programs, visitation, social and mental health services, library, laundry, mail and telephone access.

The mission of the TDCJ is "to provide public safety, promote positive change in behavior, reintegrate offenders into society, and assist victims of crime".

The mission of the Hutchins State Jail is "to accomplish the mission as set forth by the agency. That is to protect the public, to promote positive change in offender behavior, to reintegrate offenders into society and to assist victims of crime. This is to be accomplished by successful teamwork that includes communication, coordination, cooperation, and consideration among all staff members."

Medical care at the Hutchins State Jail is provided by the University Texas Medical Branch (UTMB). The Health Services unit is spacious, clean and well-organized. There are adequate equipment and supplies, including an Automatic External Defibrillator. There is a small pharmacy/pill dispensing unit in the department. Offenders are allowed to self-administer select medications. Other medications are dispensed at a pill window twice daily. Pharmaceuticals are obtained from the Central Pharmacy in Huntsville, Texas. A random count of controlled medications, sharps and tools indicate accurate inventories.

Infirmary services are not provided at the facility. Offenders in need of these services are transferred to an appropriate facility. Services provided include medical orientation, intake assessments, emergency services, chronic care, sick call, laboratory ["draws" only], and radiology and health education. Emergency and/or hospital services are provided by the Parkland Hospital in Dallas, or Hospital Galveston. Outside consultations are provided through Tele-Med, Hospital Galveston or an

appropriate TDCJ facility. Forensic examinations are conducted at Doctor's Hospital. The facility utilizes both electronic medical and electronic medication records.

Mental health services are routinely provided five days a week with on-call staff available for after hours and weekends. The staff includes one Mental Health Manager, two Mental Health Clinicians and one Psychiatrist who provides services twice weekly. Services provided include mental health intake assessments, crisis intervention, daily rounds in the segregation unit, groups and referrals. Offenders who are suicidal are not housed at the facility. Such offenders are placed on constant observation and immediately transferred to an appropriate TDCJ facility, generally the Skyview Unit in Rusk, Texas.

SUMMARY OF AUDIT FINDINGS:

Number of standards exceeded:	4 (115.17, 115.31, 115.32, and 115.64)
Number of standards met:	36
Number of standards not met:	0
Non-applicable:	3 (115.12, 115.14 and 115.66)

§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)

The TDCJ Safe Prisons PREA/Plan dated July 2014, ii and page 8 addressed this standard.

The Texas Department of Criminal Justice (TDCJ) has a written policy, policy number ED-03.03, revised in August 2013 that mandates zero tolerance towards all forms of sexual abuse and sexual harassment.

The Texas Department of Criminal Justice PREA Brochure also addresses information on zero tolerance

TDCJ has appointed the Director of the Correctional Institutions Division to coordinate agency-wide compliance with PREA standards through the establishment of a Safe Prisons/PREA Compliance Plan. The Safe Prisons/PREA Compliance Plan details implementation of the agency's zero tolerance policy, defines prohibited behavior, outlines strategies and responses to reduce and prevent sexual abuse and sexual harassment, and details sanctions for violators. Organizational charts were reviewed and it was noted that the PREA Compliance Manager is also the Director of the Correctional Institutions Division and there are PREA coordinators for each region. The PREA Compliance Manager for the Hutchins State Jail is Daniel Hill, who reports directly to the Warden.

Through discussions with staff and offenders, observation of bulletin boards, posters, handouts and signs, review of offender and staff handbooks, and personnel policies, it is clear that the Hutchins State Jail is committed to Zero Tolerance of sexual abuse and sexual harassment.

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

- 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)
- Not applicable

This unit is a state of Texas managed facility; therefore, this standard is not applicable.

§115.13 – Supervision and Monitoring

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, ii and page 8-9 addressed this standard.

The standard is addressed in Administrative Directive -11.52 Security Staffing, on pages 2 and 3. The standard is addressed in PO-07.002 Major of Correctional Officers dated August 1, 2013. The standard is addressed in PO- 07.003 Captain of Correctional Officers dated August 1, 2013. The standard is addressed in PO-07.004; Lieutenant of Correctional Officers dated August 1, 2013. This standard is addressed in PO-07.005, Sergeant of Correctional Officers.

Security Operations Procedure Manual 8.01 Turnout Roster Management dated April 2012; 8.04 Explanation of Columns on Strength Report dated November 2009 and 8.06 Security Operations Annual Review of Turnout Roster Procedures dated September 2013 addressed this standard.

Hutchins State Jail has 128 cameras currently placed throughout the Hutchins State Jail. There is a need to place cameras in the dormitories by the fire exit areas and in some of the dormitories where there are some blind spots indicated by reviewing the monitors.

Based on review of the staffing plan and interviews Hutchins State Jail has developed a staffing plan and a staffing review process. The annual staffing plan and roster review of the Hutchins State Jail was conducted on March 2, 2015 at the Region 2 Director's Office. As a result of the meeting and review of security staff allocations along with statistics presented by the PREA coordinator, it was determined that:

- there were no changes necessary to the staffing plan or roster forms;
- additional or enhanced video surveillance equipment was not required; and
- the unit is utilizing all resources available (e.g., overtime, recruiting efforts) to ensure adequate security staff is available to meet the requirements of the staffing plan.

The staffing rosters were reviewed along with staffing plan and the required participants to include the PREA Coordinator being involved in the review. The facility documents any deviations from the staffing plan. Unannounced rounds were verified via interviews with staff, offenders, and supervisors that unannounced rounds were being made at the facility.

§115.14 – Youthful Offenders

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)

XX Not Applicable

The Hutchins State Jail does not house youthful offenders.

§115.15 – Limits to Cross-Gender Viewing and Searches

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014; page 1-2 addressed this standard.

TDCJ has implemented an Administrative Directive 03.22 Offender Searches dated August 2013 Page 2-3 which establishes policies and procedures for searches of all offenders, including transgender and intersex searches.

Correctional Training and Staff Development Curricula Page 11-13 and 19 addressed this standard.

All staff received information in reference to Cross Gender Pat down Searches with a detailed email on Knock and Announce Policy regarding this standard dated April 3, 2014. All security staff received training through Pre-Service or In-Service annually and the training on conducting cross-gender pat-downs, and transgender and intersex searches consistent with security needs. The training is documented in staff's individual electronic file. The Hutchins State Jail only houses male offenders. The Hutchins State Jail has not had any incidents of cross gender searches. Staff interviews verified training was conducted on cross gender and transgender searches.

§115.16 – Offenders with Disabilities and Offenders who are Limited English Proficient

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

Safe Prisons PREA Operational Manual 02.03 page1 dated July 2014 addresses this standard in policy.

Administrative Directive 04.25 Language Assistance Services To Offenders Identified As Monolingual Spanish-Speaking dated July 7, 2004 page 1-4 and 8-10 addressed this standard.

Administrative Directive 06.25 Qualified Interpreter Services - American Sign Language dated January 30, 2006 page 1 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G-51.1 Offenders with Special Needs page 1-2 dated April 18, 2012 addressed this standard

Correctional Managed Health Care Policy Manual (CMHCPM) G-51.5 Certified American Sign Language (ASL) Interpreter Services page 1 dated April 18, 2012 addressed this standard.

Security Memorandum 05.50 Qualified Spanish Interpreters Guidelines dated February 14, 2014 page 1, 3 and 4 addressed this standard.

Staff received training PREA training and TDCJ Standard or Supplemental Safe Prisons PREA Training. Signed examples of Employee Acknowledgement Training forms were reviewed. There was a list of five employees listed as qualified interpreters and one interpreter coordinator at Hutchins State Jail available for all staff to assist with translation.

Posters and offender education material was available in English and Spanish. Three bilingual offenders were interviewed, with bilingual staff assistance and all indicated they felt safe at Hutchins State Jail and knew what to do in case of sexual assault or sexual abuse incident. All bilingual offenders interviewed indicated that there were no issues understanding PREA reporting procedures and Safe Prisons expectations and bilingual staff were available throughout the facility. Staff and offender interviews stated offenders are not used as interpreters when addressing sexual abuse and sexual harassment allegations. By policy American Sign Language Interpreter Services will be provided if necessary. No hearing impaired or blind offenders were identified.

§115.17 – Hiring and Promotion Decisions

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 38 addressed this standard.

PD-22 General Rules of Conduct and Disciplinary Action Guidelines for Employees dated September 2014 page 2, 24-25 addressed this standard.

PD 27 Employment Status Pending Resolution of Criminal Charges or Protective Orders dated February 1, 2007, Page 1 and 5 addressed this standard.

Addendum to PD-29, "Sexual Misconduct with Offenders" And Pd-22, and "General Rules of Conduct and Disciplinary Action Guidelines for Employees" page 3 addressed this standard.

PD 56 PD-56 (rev. 6), "Request for and Release of Employment Information or Documents" dated May 1, 2010 page 2-4 addressed this standard.

PD-71 Addendum published via mainframe email, effective January 19, 2012 regarding Selection System Procedures page 2 and 24-25 addressed this standard.

PD-73 (rev. 11), "Selection Criteria for Correctional Officer Applicants" dated September 1, 2010 page 1 and 3-4 addressed this standard.

PD-75 (rev. 7), "Applicants with Pending Criminal Charges or Prior Criminal Convictions" dated February 1, 2012 page 4 addressed this standard.
PERS 282 (09/14) Employment Application form addressed this standard.

PERS 283 (09/09) Application for Employment form addressed this standard.

PERS 263 (09/14) Non-Employee Background Questionnaire form addressed this standard.

PERS 598 (09/14) Employment Application Supplement for Agency Applicants form addressed this standard.

PERS 632 (09/26/14) Standard or Supplemental Safe Prisons/PREA Training Employee Acknowledgement Form FY2015 addressed this standard.

Texas Government Code 552.023 addressed section h of this standard.

A review of an application for employment supports this standard.

An interview with the Human Resource staff member was conducted and verified personnel procedures were in place to meet this standard. The interview indicated that criminal record background checks are conducted twice a year on every employee. This **exceeds** the standard as the standard requires a criminal background check is completed at least every 5 years on current employees. A review of a log of new hires with background checks from October 1, 2014 through September 30, 2015 was reviewed.

§115.18 – Upgrades to Facilities and Technology

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

Security Manual 01.14 (rev. 2) Operating and Monitoring the Video Surveillance System dated August 1, 2013 page 1-2 addressed this standard.

Security Operations Procedures Manual 07.02 (rev 4) dated September 2, 2013 page 1 addressed this standard.

The Hutchins State Jail has not acquired any new facilities or made any substantial expansions or modifications to existing facilities since August 20, 2012. The Hutchins State Jail has not installed or updated a video monitoring system, electronic surveillance system or other monitoring technology since August 20, 2012. There are 128 cameras located throughout the facility. Interviews with the Agency Head and Warden it was determined that TDCJ considers the effect of the design, acquisition, expansion or modification upon the agency's ability to protect offenders from sexual abuse.

§115.21 – Evidence Protocol and Forensic Medical Examinations

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

SB 1191 effective 9/12/2013 addressed this standard.

The TDCJ Safe Prisons PREA/Plan dated July 2014 page 12, 22 and 25 addressed this standard.

Safe Prisons/PREA Operations Manual Number 02.02 dated July 2014 page 1-2 addresses standard d, e, h.

TDCJ is responsible for conducting administrative and criminal sexual abuse investigations, and Policies Administrative Directive -16.03 Evidence Handling, Safe Prisons/PREA Operations Manual (SPPOM)-057.01 Sexual Assault/Sexual Abuse dated October 2013 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 02.02. Correctional Managed Health Care (CMHC) dated July 2014 page 1-2 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation dated July 2014, page 1 and the Sexual Abuse Investigation Checklist addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G57.1 dated October 30, 2013 addressed this standard in policy.

The Hutchins State Jail provides an eight page list of national, state and local rape advocacy centers is provided to the offender population through the unit library. The advocacy list includes contact information with addresses and phone numbers.

Victims of sexual assault who require a forensic exam will be taken to the nearest hospital emergency department for completion of the exam. Forensic exams are conducted at Doctors Hospital with SANE/SAFE staff. State law requires that ER staff have specialized training to complete a forensic exam, but does not require that be SANE or SAFE training. When possible SANE or SAFE will be utilized. Within the past 12 months, there were 0 forensic medical exams conducted on offenders from the Hutchins State Prison.

§115.22 – Policies to Ensure Referrals of Allegations for Investigations

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 26 addressed this standard.

The Safe Prisons PREA Operations Manual 05.05, Page 1 and SPPOM-05.01 Page 2 S: III addressed this standard in policy.

Administrative Directive AD-02.15 (rev. 11) Operations of the Emergency Action Center and Reporting Procedures for Serious or Unusual Incidents page 1, 2, 4 and 5 dated January 12, 2007 addressed this standard.

Administrative Directive AD-16.20 (rev. 2) Reporting Incidents/Crimes to the Office of the Inspector General page 1-4 and 6 dated July 19, 2010 addressed this standard.

Board Policy BP-01.07 (rev. 6) Inspector General Policy Statement page 1, 2, and 4 dated February 11, 2010 addressed this standard.

Texas Department of Criminal Justice Office of the Inspector General 2013 Operational Procedures Manual Number: OIG-04.05 Offender Sexual Assault Investigations dated 08/14/2013 addressed this standard.

Email from Human Resource Director Addendum to Policy Directive PD-29, "Sexual Misconduct with Offenders" And PD-22, "General Rules of Conduct and Disciplinary Action Guidelines for Employees" page 3, 4 and 5 addressed this standard.

All administrative investigations begin on the unit and follow a process of incident reviews to agency administration. All criminal investigations are reported to, and then conducted by the Hutchins State Jail policy, the Office of Inspector General (OIG) which is a separate division of TDCJ. The OIG also assists in conducting staff-on-offender sexual abuse administrative investigations as well. During the past 12 months, there were 8 allegations resulting in an administrative investigation. All incidents were reported to the Office of Inspector General. All incidents were investigated to the fullest extent at the facility with 2 allegations referred for criminal investigations.

Interviews with staff confirmed knowledge of the PREA investigations.

§115.31 – Employee Training

XX 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)

TDCJ Safe Prisons PREA/Plan dated July 2014; page 32-33 addressed this standard.

In accordance with TDCJ's administrative directive AD-12.20 (rev. 6) Implementation And Operation Of The TDCJ In-service Training Program For Uniformed And Non-uniformed Employees dated October 23, 2013 page 1 and Attachment A addressed this standard which states, "All uniformed and designated non-uniformed TDCJ employees shall, each fiscal year, complete a minimum of 40 hours in-service training developed by the Correctional Training and Staff Development (CTSD) Department and conducted at the regional training academies, unit-based in-service training sites, or approved colleges."

The Safe Prisons/PREA Operations Manual 06.01 Unit Safe Prisons/PREA Program Awareness Training page 1-2 dated July 2014 addressed this standard.

The Safe/PREA Prisons Program Training Curriculum dated September 1, 2014; page 3, 4, 5, 7, 8 and 9 addressed this standard.

Executive Directive ED-12.10 (rev. 1) TDCJ Training Database dated December 15, 2005, page 1 addressed this standard.

Texas Department of Criminal Justice Correctional Institutions Division - Region VI Gender Specific Training – Safe Prisons Initiatives is required for all new reporting employees.

PD-29 (rev. 3) DATE: May 1, 2010 page 6 addressed this standard. Addendum to PD-29, "Sexual Misconduct with Offenders" And PD-22, "General Rules of Conduct and Disciplinary Action Guidelines for Employees" included procedural changes.

PD-97 (rev. 6) Training and Staff Development page 1, and 4-6 dated October 1, 2007 addressed this standard.

The Safe Prisons/PREA in Texas document entitled "Texas Department of Criminal Justice Video Script Safe Prisons/PREA in Texas Educational DVD for staff, volunteers, and contractors. Draft Two August 5, 2013. This video was created and shown to all TDCJ staff that have contact with offenders. It is also shown at staff in-service and pre-service academy. All aspects of the standard are addressed.

In the past 12 months, 369 employees out of 395 employees at the Hutchins State Jail were trained on PREA requirements. A review of the training curriculum, training records and interviews with staff support that staff have been trained regarding the requirements of PREA.

The PREA Standard requires all current employees shall receive refresher training every two years. The Hutchins State Jail **exceeds** this standard as staff receive monthly and sometimes weekly PREA training modules during the 30 minute shift briefings. Additionally, all staff carry a fold-out, multi-panel PREA handbook which is part of the required uniform.

The institution staff were very knowledgeable of PREA requirements and expectations as it relates to reporting, investigations, and treatment of offenders reporting PREA related issues. Interviews with staff verified training was conducted.

§115.32– Volunteer and Contractor Training

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 34 addressed this standard.

Administrative Directive AD-02.46 (rev. 3) Employees of Private Businesses and Governmental Entities Contracting with the TDCJ dated page 1 dated April 19, 2010 addressed this standard.

Administrative Directive AD-07.35 (rev. 6) Administration of Volunteer Services page 1 dated October 24, 2008 addressed this standard.

PD-29 (rev. 3) Sexual Misconduct with Offenders dated May 1, 2010 and PD-29 Addendum to PD-29, "Sexual Misconduct with Offenders" And Pd-22, "General Rules of Conduct and Disciplinary Action Guidelines for Employees" addressed this standard.

The TDCJ Handbook for Volunteers dated October 2013 is provided to all volunteers and available to the public on the TDCJ website.

The TDCJ sends out a Letter of Orientation for Special Volunteers which includes a statement, "The TDCJ has a zero tolerance policy for sexual misconduct. Individuals who violate the rights of an offender or engage in sexual misconduct will be referred for prosecution. A volunteer with knowledge of any misconduct, either by personal detection or being confided in by an offender, shall be required to report the misconduct immediately."

Explanation Statement of Fact from TDCJ Volunteer Services: "In accordance to §115.32 All 22,697 approved volunteers/contractors who have contact with offenders have been trained on their responsibilities under the agency's policies and procedures regarding sexual abuse/harassment prevention, detection, and response. Approved volunteers/contractors are not limited to specific facilities rather they are approved to serve at all TDCJ facilities to include secured facilities, parole, and/or ISF facilities.

The agency has trained 10,134 volunteers/contractors in the past 12 months (from Sept 2014 – August 2015) in agency policies and procedures regarding sexual abuse/harassment prevention, detection, and response. Volunteers/contractors are required to re-train every two (2) years to maintain their approval status.

The level and type of training as it pertains to agency policies and procedures regarding sexual abuse/harassment prevention, detection, and response is the same for all approved volunteers/contractors.

All volunteers/contractors who have contact with offenders have been notified of the agency's zero-tolerance policy regarding sexual abuse/harassment and informed how to report such incidents. The agency maintains documentation confirming that volunteers/contractors understand the training they have received. Each volunteer signs the Acknowledge of Training (AOT) Form after each training session. The AOT Form is filed in the volunteer's central file maintained at TDCJ Volunteer Services in Huntsville, Texas. The volunteer's electronic file is the source to which the facility identifies the approval status of a volunteer. The electronic file is updated by TDCJ volunteer services staff."

Texas Department of Criminal Justice Volunteer Services Plan signed 5/1/13 by the Executive Director, page 11-13 and 22-23 addressed this standard.

There is also a Volunteer Training Services Video shown to all volunteers. Signed Acknowledgements of Volunteer Training were reviewed.

The standard requires volunteers and contract staff, who have contact with offenders, be trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection and response policies and procedures. Based on volunteer interviews the standard meets the PREA requirements. This added process of a Volunteer Handbook with a section informing Volunteers and Contractors of PREA **exceeds** the required training.

§115.33 – Offender Education

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 32 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 02.03, page 1 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) -06.02, page 1-2 addressed this standard.

Unit Classification Procedures-05.00, Orientation Procedures dated June 2012, page 1-2 addressed this standard.

Administrative Directive AD-04.25, Language Assistance Services To Offenders Identified As Monolingual Spanish-Speaking dated July 7, 2004, page 1 addressed this standard.

Administrative Directive AD-06.25, Qualified Interpreter Services - American Sign Language dated January 2006 page 1, addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G-51.1 Offenders with Special Needs dated April 2012, page 2 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G-51.5 Certified American Sign Language (ASL) Interpreter Services dated 4/18/2012; page 1 addressed this standard in policy.

This facility is not an intake unit but offenders at the Hutchins State Jail receive information at intake about the agency's zero-tolerance policy and how to report incidents or suspicions of sexual abuse or harassment. The intake unit for this region is Gurney. Offenders receive a PREA pamphlet and offender rule book (both in English and Spanish) that explains the agencies zero tolerance policy regarding sexual abuse and sexual harassment; and how to report such incidents. Most of the offenders interviewed indicated that they had been interviewed and provided educational videos on the subject either at Gurney Intake Unit or at Hutchins State Jail. Posters are placed inside the housing units in formats accessible to all offenders. There is a contract to provide American Sign Language if needed. Currently, there are no deaf or blind offenders at the Hutchins State Jail.

The Hutchins State Jail offenders receive video instruction, handbooks, and peer education at intake. The offenders mentioned the Peer Education on several occasions on the tour and during interviews.

§115.34 – Specialized Training: Investigations

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

Administrative Directive (AD)-16.03 (rev. 4) Evidence Handling dated April 22, 2010, page 1-2 addressed this standard.

BP-01.07 (rev. 6) Inspector General Policy statement BP-01.07 dated February 11, 2010, page 2-3 addressed this standard.

G57.1 Sexual Assault/Sexual Abuse dated 10/30/2013, page 1 addressed this standard.

CTSD Special Investigations Safe/PREA Prisons Investigation Training designed for correctional security staff who conducts administrative investigations.

OIG Lesson Plan 3201 Sexual Assault Investigative Topics addressed this standard.

OIG Lesson Plan 2029 Interview and Interrogation address this standard.

OIG, Operations Procedures Manual 02.15 page 7 Training Procedures addressed this standard.

Policy Directive 97 Training and Staff Development page 5-6 addressed this standard.

All investigators have received training in the required PREA Investigation training subjects. Interview of OIG investigator acknowledged they took the required training. The lesson plans, slides and sign in sheets were reviewed and interview of the investigators demonstrated they understood how to conduct a sexual abuse investigation in a confinement setting and what their roles were. Training programs cover all elements of the PREA Standard. The training includes techniques for interviewing sexual abuse victims, proper use of Miranda and Garrity warnings, sexual abuse evidence collection in confinement settings, and the criteria and evidence required to substantiate a case for administrative or prosecution referral. Interviews of investigators verified their knowledge of this standard. Investigators are trained using the NIC PREA investigator course. Agency wide 134 staff have completed Investigator Training.

§115.35 – Specialized training: Medical and Mental Health Care

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

S.B. No. A1191 AA person may not perform a forensic examination on a sexual assault survivor unless the person has the basic training described by Section 323.0045 or the equivalent education and training.

Administrative Directive AD-16.03 (rev. 4) Evidence Handling page 1 dated April 22, 2010 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) C-19.1 Continuing Education/Staff Development page 1 dated 10/30/2013 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) C-25.1 Orientation Training for Health Services Staff page 1 dated 10/30/2013 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G-57.1 Sexual Assault/Sexual Abuse page 1 dated 10/30/2013 addressed this standard.

Health Care staff receive a Letter of Orientation from TDCJ Health Services Division Students/Trainees on zero tolerance, page 2 and health care staff must sign and date acknowledgement of the Orientation Letter. There is also new employee medical and mental health orientation training and medical and mental health PREA/Policy training.

All full and part time health care staff receive the same initial and annual PREA training as given the FTE staff. The medical contractor is the University of Texas Medical Branch (UTMB). The medical staff are well trained on PREA and are part of the intake process in providing PREA support. Interviews conducted with medical and mental health staff indicated this standard was met.

§115.41 – Screening for Risk of Victimization and Abusiveness

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, pages 16-17 and 19 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) A-09.1 Privacy of Care dated April 2007 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) E-35.1 Mental Health Appraisal for Incoming Offenders page 1, dated 10/30/2013 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) H-61.1 Confidentiality and Release of Protected Health Information 4/11/2011 addressed this standard.

Intake Procedures (IP) 5.06 Security Referrals during Intake Processing page 1 dated April 2014 addressed this standard.

TDCJ Offender Intake Processing Psychological Screening Interview form, page 3 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 03.01 Offender Assessment Screening 03.01 page 1-2, and 3 dated September 2014 addressed this standard. Safe Prisons/PREA Operations Manual (SPPOM) 03.01 Attachment E Offender Assessment Screening form addressed this standard.

The screening tool was reviewed by the auditor and the mental health screening tool was also reviewed. All PREA intakes are completed by the PREA Compliance Manager and a single additional Screener. There were no new intakes performed during my time on site so I was unable to observe the process, however, intake staff indicated that tasks were completed within

the 72 hour time frame. The PREA Compliance Manager is responsible for conducting follow-up visits.

§115.42 – Use of Screening Information

- Exceeds Standard (substantially exceeds requirement of standard)
- XX** 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 18 addressed this standard.

Administrative Directive AD-04.17 Offender Housing Assignment Criteria and Procedures page 1 dated August 15, 2002 addressed this standard.

Administrative Directive AD-4.18 Offender Jobs: Assignments, Job Descriptions, Selection Criteria, Work Programs and Supervision page 1 dated November 17, 2005 page 1 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) E-35.1 page 1-2 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) 51.11 Treatment of Offenders with Intersex Conditions, Gender Identity Disorder or Gender Dysphoria page 1-2 dated August 7, 2014 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 03.01 Offender Assessment Screening addressed this standard page 1 dated September 2014 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 3.02 Special Population Review page 1-2 dated July 2014 addressed this standard.

Intake Procedures Manual (IPM) 4.01 Consolidated Report Form- Transfer and State Jail Facilities page 1 dated December 2013 addressed this standard.

Unit Classification Procedure Manual (UCPM) 4.00 Offender Housing Assignments page 2 dated August 2013 addressed this standard.

TDCJ uses information from the risk screening tool in assigning housing, bed, work, education and program assignment decisions. Specific arrangements are made to shower intersex and transgender offenders in a private shower within the medical area. TDCJ has established procedures, documented in the Correctional Managed Health Care Policy Manual, for individualized determinations to ensure the safety of all offenders and the treatment of intersex offenders. It was clear that the screening process was in place and offenders identified as potential victims or perpetrators were handled very discreetly and professionally by staff at the facility. Several offenders were interviewed who identified prior victimization in the community.

§115.43 – Protective Custody

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014; page 18-19 addressed this standard.

Administrative Segregation Plan, A1-169, A1-203 page 1-2 and 4 addressed this standard.

Guidelines for Administrative Segregation, page 2-3 addressed this standard.

Administrative Segregation Initial Placement & Notification I-169 Form pages 1 and 1-169 A address this standard. Section 203 and 204 also addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 05.05 page 5 addressed this standard.

Agency policy states offenders at high risk for sexual victimization shall not be placed in involuntary segregated housing areas unless an assessment of all available alternatives has been made that there is no available alternative means of separation from likely abusers. Reviews of status as protective custody are completed every 30 days. There were plans in place to readily investigate an issue if it were to arise. There were zero number of offenders at risk of sexual victimization who were held in involuntary segregated housing in the past 12 months. Staff interviews verified this standard.

§115.51 – Offender Reporting

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014; page 20 and 21 addressed this standard.

The Board Policy 03.91 dated August 23, 2013; page 3 and 8 addressed this standard.

Executive Directive 02.10 dated June 15, 2011, page 1 addressed this standard.

The Safe Prisons PREA Operations Manual Attachment A and Attachment AS addressed this standard.

The Texas Board of Criminal Justice PREA Brochure addressed this standard which provides numerous methods of reporting PREA related offenses. The Brochure states, "Offenders incarcerated in TDCJ are encouraged to immediately report allegations of sexual assault to correctional staff, facility administrators, or the Safe Prisons Program Management Office. Offenders may also report allegations of sexual assault to the PREA Ombudsman Office or the Office of Inspector General (OIG). In addition, offenders may report allegations of sexual assault through the grievance process."

The Brochure also has information for family and friends to report sexual assault and sexual abuse. The Brochure states, "Friends of offenders incarcerated in the TDCJ, family members, and the general public are encouraged to report allegations of sexual assault to the PREA Ombudsman Office, the TDCJ ombudsman coordinator, or the CID Ombudsman Office. Public inquiries concerning allegations of sexual assault received by the TBCJ and the TDCJ are referred to the PREA Ombudsman Office for investigation and response. In addition, all allegations of sexual assault are referred to the OIG for criminal investigation."

Contact Information provided in the PREA Brochure are as follows:

PREA Ombudsman Office P.O. Box 99, Huntsville, TX 77342-0099 (936) 437-2133 (936) 437-6981 fax prea.ombudsman@tdcj.texas.gov

Office of Inspector General (OIG) P.O. Box 4003, Huntsville, TX 77342-4003 (936) 437-5030 (936) 437-5138 fax oig.records@tdcj.state.tx.us

TDCJ Ombudsman Coordinator P.O. Box 99, Huntsville, TX 77342-0099 (936) 437-8035 (936) 437-8067 fax ombudsman@tdcj.state.tx.us

TDCJ Correctional Institutions Division
Safe Prisons Program Management Office P.O. Box 99, Huntsville, TX 77342-0099 (936) 437-8918 (936) 437-8949 fax lynne.sharp@tdcj.texas.gov

CID Ombudsman Office P.O. Box 99, Huntsville, TX 77342-0099 (936) 437-6791 (936) 437-6668 fax ci.div@tdcj.texas.gov

General offender status information may be obtained at www.tdcj.texas.gov
Agency Toll-Free Telephone Number 1-800-535-0283

Offender Reporting can be done through verbal, written, and 3rd party methods at the facility. The office contact information was posted throughout the units and brochures were available to offenders with contact information. Most offenders interviewed were aware of the reporting process. Offenders may report allegations directly to staff, the Office of the Inspector General or the PREA Ombudsman Office. The offenders cannot call the PREA Ombudsman directly but can provide the phone number to their family members.

115.15 (b)-2 The TDCJ does not detain offenders solely for civil immigration.

§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)

The TDCJ Safe Prisons PREA/Plan dated July 2014; page 21-22 addressed this standard.

OGOM 104 PREA Allegations page 1 and 2 dated September 2014 addressed this standard.

Texas Government Codes 493.014 and 501.008 addressed this standard.

Administrative Directive -03.82 page 5, 7, 8 and 9 addressed this standard.

The TCDJ has a process in place whereby a PREA related complaint can be filed as an emergency grievance and not be subject to the standard grievance and informal complaint guidelines. There is no time limit to submit a grievance. In the past 12 months, there were 1 grievances alleging sexual abuse. That grievance reached a final decision within 90 days after being filed.

§115.53 – Offender Access to Outside Confidential Support Services

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 13 addressed this standard.

The Board Policy 03.91 dated August 23, 2013, Page 1 addressed this standard.

The Safe Prisons PREA Operations Manual (SPPOM) 02.02, dated July 2014, Page 1 addressed this standard.

The Safe Prisons/PREA Operations Manual SPPOM 5.01 pg. 4 reads: "The USPPM shall provide the offender victim with contact information of National, State & Local Rape Advocacy Centers, upon request. This list is available in the unit law library. The agency also provides offenders at intake a copy of the TAASA (Texas Association Against Sexual Assault) brochures with additional advocacy addresses." Attachment C is currently in revision to **add**: For additional emotional support obtain information on a local Rape Crisis Center from the Unit Safe Prisons/PREA Manager. **Note**: All correspondence is subject to monitoring and reports of abuse will be forwarded to authorities in accordance with mandatory reporting laws

TDCJ has requested a number of rape crisis centers to provide offenders with access to outside victim advocates for emotional support services related to sexual abuse. There is not an actual signed agreement at this time but there is indication of several attempts. On January 27, 2014 a letter of solicitation was sent to the Regional Victim Crisis Center in Abilene, Texas. On January 27, 2014 a letter of solicitation to the Women's Shelter of South Texas in Alice, Texas. On August 11, 2015 a letter of solicitation was sent to Resource & Crisis Center of Galveston Co. There were approximately 108 letters sent out to Rape Crisis Centers throughout Texas. TDCJ currently has (14) programs that have responded to assist them in these efforts. TDCJ is currently working on the details of MOUs throughout its agency. TDCJ currently has only (1) RCC MOU in the Gatesville Area that covers (8) facilities.

The Offender Orientation Handbooks pg. 29 reads: "Depending on the type of abuse, you may be provided with a community rape crisis advocate (where available) or an offender victim representative (chaplain, psychologist, sociologist, or case manager) to provide emotional support services during the forensic examination and any investigatory interviews. You are not obligated to accept the services; however, it is highly encouraged."

Resource information listed on the PREA Brochure includes the following:

Texas Association Against Sexual Assault (La Asociación de Tejas Contra el Asalto Sexual) 6200 La Calma, Ste. 110 Austin, TX 78752 1-888-91-TAASA (82272) www.taasa.org

Rape Abuse and Incest National Network (RAINN) (El Grupo Nacional de Violación, Abuso y Incesto (RAINN) Free, Confidential Rape Crisis Hotline 1-800-656-HOPE (4673) Million.rainn.org

Texas-ACLU Prison and Jail Accountability Project (Texas –ACLU El Proyecto de la Acontabilidad de Prisión y Carcel) P.O. Box 12905 Austin, TX 78711-2905 pjap@aclu.org

Stop Prison Rape (Pare la Violación de la Prisión) 3325 Wilshire Blvd. Ste. 340 Los Angeles, CA www.spr.org

Housing units have the phone number and mailing address for the PREA Ombudsmen and the Rape Crisis Center posted in the hallway entrance to each housing unit. The current phone system will not allow offenders to call the number. Offenders must write to them, or Safe Prison/PREA Compliance manager must schedule an appointment. The Hutchins State Jail provides an eight page list of national, state and local rape advocacy centers to the offender population through the unit library though most offenders were not aware of it. If the offender needs to see someone immediately the facility will provide an Offender Victim Representative (OVR) which is a trained staff member who is used if the Rape Crisis Center is not available. TDCJ has established a system wide process for offenders to write Rape Advocacy Centers for emotional support. The Zero Tolerance Poster has the address for the PREA Ombudsman. An offender can write the PREA Ombudsman who would screen for fraud and written contraband before faxing to the addressed Rape Advocacy Agency. Offender mail to the PREA Ombudsman is considered confidential.

§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)

The TDCJ Safe Prisons PREA/Plan dated July 2014; Chapter 4 of the handbook addressed this standard.

Executive Directive ED 02.03, Ombudsman Program page 1-2 and 8-9 dated October 27, 2011 addressed this standard.

Executive Directive ED 02.10, Prison Rape Elimination Act Complaints and Inquiries is dated June 15, 2011 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 04.02. page 1 dated July 2014 addressed this standard.

The TDCJ website provides a link to the PREA Ombudsman Office for third parties to call and confidentially report incidents of offender sexual abuse or sexual harassment. The link also states "Friends of offenders incarcerated in the TDCJ, family members, and the general public are encouraged to report allegations of sexual assault to the PREA Ombudsman Office, the TDCJ Ombudsman Coordinator, or the CID Ombudsman office." This information is also available in the General Information Guide for Families of Offenders. Offender families may

contact the office by writing, calling or e-mailing the office. The Hutchins State Jail posts the phone number and address of the PREA Ombudsman throughout their facility including the visiting room. The PREA Ombudsman Office also provides recommended information to provide when reporting, which includes; name of the unit where the alleged victim is assigned; date and time the alleged incident occurred; name and TDCJ number of the alleged offender victim; name and TDCJ number of the alleged assailant and witnesses; brief summary of the allegation; and correspondence that could assist in the investigation. Offenders interviewed verified that they were aware of this process through the Ombudsman's Office.

§115.61 – Staff and Agency Reporting Duties

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014; page 22-23 addressed this standard.

The following policies and procedures support compliance with this standard, AD 02.15, SPPOM 05.01 and SPPOM 05-03.

AD-16.20 (rev. 2) Reporting Incidents/Crimes to the Office of the Inspector General page 1-3 dated July 19, 2010 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation dated July 2014 page 4 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) E-35.2 Mental Health Evaluation page 1-2 dated 10/ 5/2012 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G-57.1 Sexual Assault/Sexual Abuse page 1-2 dated 10/30/2013 addressed this standard.

CPOM 02.05 (rev. 1) Requirement to Contact Department of Family Protective Services (DFPS) page 1-2 dated January 2010 addressed this standard.

PD-29 Addendum to Pd-29, "Sexual Misconduct with Offenders" And Pd-22, and "General Rules of Conduct and Disciplinary Action Guidelines for Employees" Page 3-4 addressed this standard.

Hutchins State Jail requires all staff to report immediately and according to agency policy and staff neglect or violation of responsibilities that may have contributed to an incident or retaliation.

Interviews with staff addressed this standard and staff were knowledgeable of the need to remove a victim or alleged victim from danger, the need for medical/mental health intervention, and the need to do a complete investigation in a timely manner. All line staff and supervisors interviewed were aware of victim protection expectations and had demonstrated them in reported incidents. Staff does not reveal information related to a sexual abuse report other than to people authorized to discuss the report. Staff were well versed in their expectations as it relates to this standard.

§115.62 – Agency Protection Duties

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

Administrative Directive AD 02.15, Operations of the Emergency Action Center and Reporting Procedures for Serious or Unusual Incidents page 1 and 6 dated January 12, 2007 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM)-05.01 Sexual Abuse Response and Investigation page 1, 3 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM)-05-03 Time Frames Associated with Offender Protection Investigations page 1 dated July 2014 addressed this standard.

Policy requires staff to take immediate action to protect any offender they learn is substantial risk. In the past 12 months, there were 8 cases reported by the facility where an offender was determined to be in substantial risk of imminent sexual abuse. Alleged Sexual Abuse allegation log was reviewed by this auditor. There were 6 cases unsubstantiated and two unfounded as a result of the investigation.

Interviews with staff confirmed staff are knowledgeable and well trained in these protection duties.

§115.63 – Reporting to Other Confinement Facilities

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 following policies and procedures support compliance with this standard:

The TDCJ Safe Prisons PREA/Plan dated July 2014, page 2 addressed this standard.

Administrative Directive AD16.20 Reporting Incidents/Crimes to the Office of the Inspector General page 5 dated July 19, 2010 addressed this standard.

Board Policy BP01.07, Inspector General Policy Statement page 2 dated February 11, 2010 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM)-04.01 Reporting Allegations of Sexual Abuse to Other Confinement Agencies, page 3 dated July 2014 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM)-04.02 Receiving Allegations of Sexual Abuse from an Outside Agency page 1 dated July 2014 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation page 1-2 dated July 2014 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM)-05.05 Completing the Offender Protection Investigation page 1 dated July 2014 addressed this standard.

Procedures include the unit notifying the Hutchins State Jail SAFE Prisons/PREA Compliance Manager who would make the notification within 72 hours to the head of the facility or appropriate office of the agency where the alleged abuse occurred. During the past 12 months, there were 0 incidents requiring reporting. During the past 12 months, the Hutchins State Jail received 0 allegations of sexual abuse from other facilities.

§115.64 – Staff First Responder Duties

XX 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)

Administrative Directive (AD) 16.03 Evidence Handling page 1-3 dated April 22, 2010 addressed this standard.

Texas Department of Criminal Justice Office of the Inspector General 2013 Operational Procedures Manual Number: OIG OPM-04.05 Offender Sexual Assault Investigations page 4-5 dated 8/14/2013 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation page 1-3 dated July 2014 addressed this standard.

The Hutchins State Jail and TDCJ policies specify procedures to respond to an allegation of sexual abuse for both security and non-security staff. All staff are trained as first responders. All staff interviewed were familiar with the expectations of first responders on PREA incidents. TDCJ emphasizes first responder duties by distributing pocket cards and pocket handouts on sexual assault/abuse to include steps to take if a sexual assault occurs. Staff were aware of protecting the scene for evidence until the proper steps could be taken to collect it. The pocket cards and pocket handouts supports the standard to **exceed** the standard requirements.

In the past 12 months, there were 8 allegations that an offender was sexually abused, and in 6 cases, the first security staff member to respond separated the alleged victim and the alleged abuser. There were no instances in the past 12 months where non-security staff served as first responders to an allegation of offender sexual abuse. Random interviews with staff confirm both security and non-security staff knew what to do upon learning an offender was sexually abused.

§115.65 – Coordinated Response

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 26 addressed this standard. The Safe Prisons/PREA Plan of the Texas Department of Criminal Justice protects all offenders and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations, from retaliation by staff or offenders.

Safe Prisons PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation page 1-2 dated July 2014 addressed this standard.

Responding to an allegation of sexual abuse requires a coordinated effort between unit security staff, the Office of the Inspector General (OIG), medical and mental health services, and victim advocates (where available) or an Offender Victim Representative (OVR). Procedures provide a systematic notification and response process following a reported sexual abuse incident.

The Hutchins State Jail Safe Prison/PREA Plan supports this standard. The plan addresses training; responding to incidents of sexual abuse; and provides responses to an alleged sexual abuse incident for first responders, medical and mental health practitioners, investigators, and facility leadership. Interviews with staff (first responders, medical and mental health practitioners, investigators and other staff) confirmed they were knowledgeable about the PREA plan and their duties and responsibilities.

§115.66 – Preservation of ability to protect offenders 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)

XX Not Applicable

Central office reported there has been no collective bargaining agreement entered into or renewed since August 2012.

§115.67 – Agency protection against retaliation

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 26 addressed this standard. The Safe Prisons/PREA Plan of the Texas Department of Criminal Justice protects all offenders and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations, from retaliation by staff or offenders.

Policy Directive PD-13 (Rev 5) Sexual Harassment and Discourteous Conduct of a Sexual Nature page 1, 4-5 dated January 1, 2010 addressed this standard.

Policy Directive Addendum PD-22 and 29 p "Sexual Misconduct with Offenders" And PD-22, "General Rules of Conduct and Disciplinary Action Guidelines for Employees" page 1-5 addressed this standard.

PD-31 (Rev 6) Discrimination in the Workplace dated January 1, 2010 page 1 addressed this standard.

The agency has a 90 day monitoring requirement to ensure retaliation is not an issue with the reporting of sexual harassment or abuse. The Hutchins State Jail has designated the Unit Safe Prisons PREA Manager, the responsibility of monitoring retaliation. There have been zero (0) number of times of an incident of retaliation has occurred in the past 12 months.

§115.68 – Post-Allegation 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)

The TDCJ Safe Prisons PREA/Plan dated July 2014, page 26 addressed this standard.

Administrative Directive AD 03.50 (rev. 13) Administrative Segregation page 1 dated June 14, 2013 addressed this standard.

Administrative Directive AD-04.63 (rev. 4) Transient Status Offenders dated August 10, 2006 page 2 and 4 addressed this standard.

Administrative Segregation Plan dated March 2012 page 2, 4 and 11 addressed this standard.

Administrative Segregation Plan Management Level Review/Determination Administrative Segregation Committee Review Decisions attachment form addressed this standard.

Guidelines for Administrative Segregation Review Committee page 1 addressed this standard.

No offenders were placed in involuntary segregation in the past 12 months.

The facility has a plan in place to avoid housing victims in segregation. The Hutchins State Jail has identified transient status to protect alleged victims. Offenders for whom there is an appropriate custody bed and designated housing on the unit but cannot be appropriately housed due to pending classification reviews, may be assigned to transient housing.

§115.71 – Criminal and Administrative Agency

Investigations

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 25 addressed this standard.

Administrative Directive 02.15 Operations of the Emergency Action Center and Reporting Procedures for Serious or Unusual Incidents dated January 12, 2007 page 1, 2 and 6 addressed this standard.

Administrative Directive 16.03 Evidence Handling dated 4/22/2010 addressed this standard. The policy states, "To the fullest extent possible, a crime scene shall be secured and remain undisturbed until the arrival of OIG investigators or other law enforcement investigative personnel."

Administrative Directive 16.20 Reporting Incidents/Crimes to the Office of the Inspector General dated July 19, 2010, page 2-3, and 7 addressed this standard.

Bases on review of investigations, policies, and interviews with offenders and investigators it was determined investigations into allegations of sexual abuse and sexual harassment are done promptly, thoroughly and objectively for all allegations. Investigators have received special training in sexual abuse investigation. The OIG used the NIC PREA Investigator course. Offenders do not have to submit to a polygraph examination for the investigation to go ahead. Based on interviews, investigations continue even if the alleged abuser or victim leaves the facility or agency. There were zero substantiated allegations of conduct that appeared to be criminal referred for prosecution since August 20, 2012.

§115.72 – Evidentiary Standard for Administrative Investigations

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 28 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.05 Completing the Offender Protection Investigation page 9-10 dated July 2014 addressed this standard.

CTSD Specialized Investigative Training, Safe Prisons/PREA Investigation Training page 6 dated September 1, 2014 which imposes a standard no higher than a preponderance of the evidence for determining whether allegations of sexual abuse or sexual harassment are substantiated.

The investigators interviewed at the facility were aware of that requirement and had demonstrated their knowledge during active investigations.

§115.73 – Reporting to Offender

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 30 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.05 Safe Prisons/PREA Investigation Training dated September 1, 2014 attachment J Offender Protection Investigation addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.05 Completing the Offender Protection Investigation page 9-10 dated July 2014 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.10 Reporting Sexual Abuse Criminal Case Status to Offenders page 1 dated July 2014 addressed this standard.

Safe Prisons PREA Operations Manual (SPPOM) 05.11 Attachment F Staff-on-Offender Sexual Abuse Investigative Worksheet addressed this standard.

The following policies and procedures support compliance with this standard; requiring that following an investigation, the agency will inform the offender as to whether the allegation has been substantiated, unsubstantiated or unfounded. In the past 12 months, 8 administrative investigations and 1 criminal investigation of alleged offender sexual abuse were completed by the agency. Of this group, 8 were notified of the results of the investigation.

§115.76 – Disciplinary sanctions for staff

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

Administrative Directive AD-16.20 (rev. 2) Reporting Incidents/Crimes to the Office of the Inspector General page 1 and 3-4 dated July 19, 2010 addressed this standard.

PD 13 PD-13 (rev. 5) Sexual Harassment and Discourteous Conduct of a Sexual Nature dated page 1, 3-5 dated January 1, 2010 addressed this standard.

PD 22 General Rules of Conduct and Disciplinary Action Guidelines for Employees dated September 1, 2014 addressed this standard.

PD-29, "Sexual Misconduct with Offenders" And PD-22, "General Rules of Conduct and Disciplinary Action Guidelines for Employees" addressed this standard.

The agency policy outlines that an employee is subject to discipline up to termination if deemed to have committed a PREA identified violation. In the past 12 months, no staff has been found in violation of PREA policies, and therefore, no disciplinary sanctions or terminations have been warranted.

§115.77 – Corrective action for contractors and volunteers

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 39 addressed this standard.

Volunteer Service Plan page 21-24 signed by Executive Director on May 1, 2013 addressed this standard.

Acknowledgment of Volunteer Training Orientation addressed this standard.

2014 Volunteer Services Training Video Script page 21-24 addressed this standard.

Policy Directive-29, "Sexual Misconduct with Offenders" dated May 1, 2010 page 5-6 addressed this standard.

Agency policies outline removal of volunteers and contractors for PREA identified violations. In the past 12 months, there have been no allegations of sexual abuse against contractors or volunteers.

§115.78 – Disciplinary sanctions for offenders

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 30 addressed this standard.

GR-106 Disciplinary Rules and Procedures for Offenders dated April 2012 page 14, 18-21 addressed this standard.

Correctional Management Health Care Policy (CMHCP) E-35.1 Mental Health Appraisal for Incoming Offenders dated 10/30/2013 addressed this standard.

Email of New Offense 20.2 sexual fondling was sent out 5/28/2014 to address this standard.

(SOPM) 01.01sex Offender Rehabilitation Programs Overview of the Sex Offender Treatment Program (SOTP-18 and SOTP-9) SOTP 01.01 page 1 dated February 2013 addressed this standard.

The Disciplinary Rules of Procedures for Offenders identified PREA related violations and their possible outcomes. The agency offender disciplinary process also identified the requirement that an offenders mental capacity and disability limitations be taken into consideration during the disciplinary process.

No offenders were disciplined for reporting incidents. No offender interviewed indicated that there were concerns with disciplinary action. In the past 12 months, there has been 0 administrative finding of offender on-offender sexual abuse that occurred at the Hutchins State Jail. In the past 12 months, there have been no criminal findings of guilt of offender-on-offender sexual abuse at the Hutchins State Jail.

§115.81 – Medical and mental health screenings; history of 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)

The TDCJ Safe Prisons PREA/Plan dated July 2014, page 17 addressed this standard.

Correctional Managed Health Care Policy Manual A-09.1 Privacy of Care page 1 dated October 30, 2013 addressed this standard.

Correctional Managed Health Care Policy Manual E-35.1 Mental Health Appraisal for Incoming Offenders page 1 dated 10/30/2013 addressed this standard.

Correctional Managed Health Care Policy Manual E-35.2 Mental Health Evaluation page 1 dated 10/15/2012 addressed this standard.

Correctional Managed Health Care Policy Manual G-57.1 Sexual Assault/Sexual Abuse page 1-2 dated October 30, 2013 addressed this standard.

Correctional Managed Health Care Policy Manual H-61.1 Confidentiality and Release of Protected Health Information page 1-4 dated 4/11/2011 addressed this standard.

Correctional Managed Health Care Policy Manual I-70.1 Informed Consent dated October 30, 2013 addressed this standard.

CPOM 02.05 (rev. 1) Requirement to Contact Department of Family Protective Services (DFPS) page 1-2 dated January 2010 addressed this standard.

The Safe Prisons/PREA Operations Manual (SPPOM) attachment E Safe Prisons/PREA Program Offender Assessment Screening instrument addressed this standard.

The Safe Prisons/PREA Operations Manual (SPPOM) 05.05 Completing the Offender Protection Investigation page 2-3 dated July 2014 addressed this standard.

During the audit, it was determined Hutchins State Jail policies and PREA Plan required medical and mental health follow-up meeting within 14 days for those offenders who experienced prior sexual victimization whether it occurred in an institutional setting or community. The facility provided multiple samples of completed medical intake forms for review. The medical staff use a commercial grade electronic medical record system which potentially could be expanded to function as a tracking reporting instrument. Information related to sexual victimization or abusiveness that occurred in an institutional setting is strictly limited to medical and mental health staff, and other staff as required.

§115.82 – Access to emergency medical and mental health services

Exceeds Standard (substantially exceeds requirement of standard)

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

Does Not Meet Standard (requires corrective action)

Correctional Managed Health Care Policy Manual (CMHCPM) A101 Access to Care page 1 dated 2/12/14 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) 57.1 Sexual Assault/Sexual Abuse page 1-2 dated 20/30/2013 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation page 1-2 dated July 2014 addressed this standard.

Texas Department of Criminal Justice Referral To Mental Health Services form addressed this standard.

The Hutchins State Jail provides offender victims of sexual assault timely, unimpeded access to emergency medical treatment and crisis intervention services without any cost to the offender.

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

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 14 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) G-57.1 Sexual Assault/Sexual Abuse page 1-2 dated 20/30/2013 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) E-32.1 Receiving, Transfer and Continuity of Care Screening page 1, 3-4 dated 2/12/14 addressed this standard.

Correctional Managed Health Care Policy Manual (CMHCPM) E-44.1 Continuity of Care Page 1 dated 10/30/2013 addressed this standard in policy.

Safe Prisons/PREA Operations Manual (SPPOM) 05.01 Sexual Abuse Response and Investigation page 1-2 dated July 2014 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) 05.05 attachment J addressed this standard.

The agency policy outlined the availability of follow-up mental health and medical care at no cost, if needed or requested. The Hutchins State Jail only houses male offenders. Interviews with medical and mental health staff addressed this standard.

§115.86 – Sexual abuse incident reviews

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 31 addressed this standard.

Administrative Directive AD-02.15, Operations of the Emergency Action Center and Reporting Procedures for Serious or Unusual Incidents page 1, 6-7 dated January 12, 2007 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM) -08.01 Monthly Safe Prisons/PREA Report page 1 dated July 2014 addressed this standard.

Instructions for Submitting Reports of Alleged Sexual Abuse and Sexual Harassment page 4 the Administrative Incident Review addressed this standard.

The incident reported at this facility had after action review processes in place and follow up. The review process included all the elements of the standard. Reviews are conducted by the Warden, PREA Coordinator, and any other pertinent staff. It was obvious in interviewing the incident review team that review processes were in place at the facility.

In the past 12 months, 1 criminal and/or administrative investigations of alleged sexual abuse were completed at the Hutchins State Jail, excluding unfounded incidents. This 1 investigation was followed by a sexual abuse incident review within 30 days.

§115.87 – Data Collection

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014; page 2-5 addressed this standard.

AD-02.15, page Operations of the Emergency Action Center and Reporting Procedures for Serious or Unusual Incidents page 1-12 dated January 12, 2007 addressed this standard.

BP02.09, Prison Rape Elimination Act Ombudsman Policy Statement page 3 dated April 8, 2011 addressed this standard.

Texas Department of Criminal Justice Office of the Inspector General 2013 Operational Procedures Manual OIG-04.05 dated 08/14/2013 page 5-6 addressed this standard.

Safe Prisons/PREA Operations Manual (SPPOM)-01.01, I.A.1 Safe Prisons/PREA Management Office dated July 2014 addressed this standard.

Survey of Sexual Violence dated 2012- TDCJ uses the Department of Justice's (DOJ) Survey of Sexual Violence form as a standard form and definitions sheet to facilitate the uniform collection of data for every sexual abuse allegation. The agency collects data system wide and submits a report annually. The regional PREA Coordinators verified this process. The database allows Hutchins State Jail to submit the annual DOJ Survey of Sexual Violence in a timely fashion. The auditor reviewed the DOJ 2014 Survey of Sexual Violence.

§115.88 – Data Review for Corrective Action

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 TDCJ Safe Prisons PREA/Plan dated July 2014, page 36 addressed this standard.

Board Policy BP-02.09 Prison Rape Elimination Act Ombudsman Policy Statement page 2-3 dated April 8, 2011 addressed this standard.

Government Code Title 4. Executive Branch Subtitle G. Corrections Chapter 501. Offender Welfare Subchapter A. General Welfare Provisions addressed this standard.

Standard Operating Procedures PREA Ombudsman Safe Prisons Annual Report states, "Not later than January 1 of each calendar year, the PREA Ombudsman, in coordination with the Texas Department of Criminal Justice (TDCJ) and the Office of Inspector General (OIG), shall submit a written report regarding the activities of the PREA ombudsman, TDCJ and OIG during the preceding fiscal year."

Safe Prisons Program Annual Report dated June 2014 addressed this standard.

The agency collects data on all allegations of sexual abuse in order to make physical and policy improvements as necessary. This was confirmed with the regional PREA Coordinator interview.

Annual reports, approved by the agency head, containing institutional assessment information are posted on the TDCJ website.

§§115.89 – Data Storage, Publication, and Destruction

Exceeds Standard (substantially exceeds requirement of standard)

XX 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 is a 32 page manual on record retention. All PREA related assessments, investigations, training records, etc. are maintained per retention schedule. This was verified through the regional PREA Coordinator.

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.

Cathy Slack

Auditor Signature

February 8, 2016

Date