

SHERIFF & JAIL OPERATIONS DIVISION INDIANA DEPARTMENT OF CORRECTION JAIL INSPECTION REPORT

COUNTY: DATE OF INSPECTION: COUNTY NUMBER: JAIL STREET ADDRESS: CITY: ZIP: SHERIFF: YEAR OF OFFICE (including prior terms): PHONE: FAX: E-MAIL:	LaPorte 3/25/2021 46 809 State Street LaPorte 46350 John T. Boyd 7th year; 2nd term (219) 326-7700 (219) 324-6205 jboyd@lcso.in.gov
CIRCUIT COURT JUDGE: E-MAIL:	Thomas Alevizos talevizos@laporteco.in.gov
SUPERIOR COURT JUDGE: E-MAIL:	Jaime Oss joss@laporteco.in.gov
COUNTY COMMISSIONERS: E-MAIL:	Richard Mrozinski rmrosinski@laporteco.in.gov
COUNTY COMMISSIONERS: E-MAIL:	Sheila Matias smatias@laporteco.in.gov
COUNTY COMMISSIONERS: E-MAIL:	Joe Haney jhaney@laporteco.in.gov
COUNTY PROSECUTOR: E-MAIL:	John Lake jlake@laporteco.in.gov
YEAR JAIL BUILT/YEAR(S) ADDED OR RENOVATED:	1977, expanded 2003, old section rev. 2004
DEATHS SINCE LAST INSPECTION:	O Natural O Suicide O Homicide
ESCAPES SINCE LAST INSPECTION:	From the jailFrom custodyWalk-away/did not return
Administration and Organization	Remarks
 Is there an Jail Administrator/Commander? Telephone Number: E-mail address: 	Yes Captain Al Ott (219) 326-7700, Ext. 2287 aott@lcso.in.gov
1c. Is there an Assistant Jail Commander? 1d. E-mail address:	Yes Sgt. John Wilcher (Personnel) jwilcher@lcso.in.gov

Yes

1e. Is there an 2nd Assistant Jail Commander?

Sgt. Steve Oliver (Training)

Was there an annual report of services prepared?	Yes	_soliver@lcso.in.gov
3. Is there a manual of policies and procedures?3a. Has it been reviewed by all employees?	Yes Yes	
 4. Has it been reviewed and updated in the last year by the sheriff or his/her designee? 4a. Date of review: 4b. Reviewed by: 4c. Liability Insurance Carrier: 	Yes	Policies currently under legal review Captain Ott, Sgt. Wilcher & Sgt. Oliver Bliss-McKnight
Fiscal Management		Remarks
5. Is there a written procedure for the handling of monies?	Yes	
6. Is there a written jail cost record?	Yes	
7. Have you had a State Board of Accounts audit?	Yes	7/11/2019
8. Is there a written budget request prepared by the Sheriff?	Yes	
9. Is there a written inventory of county jail property?	Yes	
Training and Staff Development		Remarks
10. Is there a written training and staff development plan?10a. Date of annual evaluation and revision:10b. Reviewed by:	Yes	02/28/2020 (on going) Captain Ott & Sgt. Oliver
11. Has each new jail officer received eighty (80) hours of orientation and training, at the jail, prior to job assignment?	Yes	150 - 200 hours of on-the-job training
12. Has each new jail officer received forty (40) hours of certified training through the Law Enforcement Training Board during their first year of employment?	Yes	Six (6) new hires to be scheduled within one year of hire date
13. Has each jail officer received sixteen (16) hours of documented training this year and the Jail Commander twenty-four (24) hours of training for those subjects outlined in the	Yes	
14. Has each authorized employee been trained and qualified in the past year with weapons?	Yes	
14a. Is this training documented?	Yes	
15. Has every employee authorized to use a weapon been trained in the use of deadly force?	Yes	
16. Did you request a training allowance in your budget? 16a. Was it approved? If no, why not?	Yes Yes	
Management Information Systems and Inmate Records		Remarks

17. Does the intake form contain all the required information?	Yes
18. Are there proper records maintained on all inmates?	Yes
19. Are population movement records properly maintained?	Yes
20. Is there a written policy concerning jail incident reports?	Yes
21. Is there a written policy regarding inmate records privacy?	Yes
22. Is the inmate's medical record separate from the confinement record?	Yes

Commemon record:		
Physical Plant		Remarks
23. Is there a written plan for preventative maintenance?	Yes	
24. Is it reviewed and/or updated annually?	Yes	
25. Is there twenty (20) foot candles of light at desk level throughout the cell blocks at the time of inspection?	Yes	20.0 - 24.5 f/c
26. What was the cubic feet per minute of air flow movement on the day of inspection?		327 - 1025 c/f/m
27. The noise level decibels at the time of inspection was:		54.4 - 60.6 dBA
28. The temperature at the time of inspection was:		67 - 69 degrees Fahrenheit.
29. Was the clothing and bedding adequate for the prevailing temperature?	Yes	
30. Was there both hot and cold running water in each cell at the time of inspection?	Yes	
31. Is there one toilet and one shower for twelve (12) inmates in the activity area?	Yes	
32. Is the inmate receiving and booking area outside the inmate living area?	Yes	
33. Is the inmate receiving and booking area inside the secured perimeter?	Yes	
34. Does this area have proper weapons lockers outside of the secured perimeter?	Yes	
35. Does it have proper temporary holding space?	Yes	

36. Are there fixed benches in ample supply for its capacity?	Yes	
37. Is there audio and visual communication in the temporary holding area?	Yes	
38. Are there available toilets, washbasins with hot and cold running water in the temporary holding area?	Yes	
39. Is there a booking area in the reception area?	Yes	
40. Is there a medical examination area in the reception area?	Yes	
41. Are there shower facilities in the reception area?	Yes	
42. Is there secure storage for the inmate's personal property in the reception area?	Yes	
43. Are there telephone facilities in the reception area?	Yes	
44. Are supply areas separate from inmate living and activity areas?	Yes	
45. Is there adequate secure storage space for all supplies and equipment?	Yes	
46. Are arsenals located outside the security perimeter of the inmate living and activity areas?	Yes	
47. Is there an area for inmates under special medical supervision?	Yes	No negative airflow cell.
48. Is there a special area for temporary detention of inmates under the influence of alcohol?	Yes	
49. Is there a special area for temporary detention of inmates that are violent, uncontrollable or self-destructive?	Yes	
50. Are the above two (2) areas equipped with audio-video monitoring?	Yes	
50a. Do inmates have access to a toilet and running water?	Yes	
51. Is there a bed for all incarcerated inmates?	Yes	
52. Total number of operational jail beds (elevated at least 12 inches off the floor and permanently installed) .	367	
53. Number of adult males incarcerated. a.) Average male inmate monthly population?	215 252	
54. Number of adult females incarcerated? a.) Average female inmate monthly population?	26 40	

Commissary		Remarks
63. Number of military prisoners?	0	
62. Number of inmates being held for the US Marshal or I.C.E?	0	
61. Number of sentenced inmates awaiting transfer to IDOC?	8	
60a. Annual average number of Level 6 inmates	0	
60. Number of inmates being held for IDOC?	0	L6 Inmates
59. Is this an IDOC Holding Jail?59a. Total number of beds identified for IDOC holding.	No 0	
58a. How many of these are sentenced to a work release program?	<u>14</u> 2	
58. Number of inmates sentenced to serve county time?	14	
57b. Average inmate daily population	292	
57. Total inmate count on inspection day. 57a. Total inmates housed out of county	241 0	
56. Number of waived females less than 18 years old?	0	
55. Number of waived males less than 18 years old?	2	

Commissary		Remarks
64. Did the State Board of Accounts approve your commissary policy?		
65. Is Commissary under supervision of the jail administrator or contractor?		Tiger Foodservice maintains commissary.
Safety and Sanitation		Remarks
66. Is cleaning equipment available to inmates daily?	Yes	
67. Is the jail inspected weekly by a designated official?	Yes	
68. Are written inspection reports maintained?	Yes	
69. Are insect and rodent inspections made weekly?	Yes	
70. Is there a licensed exterminator contract?	Yes	Hatfield Pest Control Services
71. Are plumbing fixtures functional?	Yes	
72. Are faulty plumbing fixtures repaired promptly?	Yes	
73. Are exits clearly marked, illuminated continuously and clear?	Yes	
74. Is there a written evacuation plan for emergencies?	Yes	

75. Are evacuation instructions in all living and working areas?	Yes	
75a. Is there documented quarterly fire evacuation drills?	Yes	
76. Has the Sheriff requested the Board of Health to inspect the jail annually?	Yes	
77. Has the Board of Health inspected the jail annually?	Yes	
77a. Has the Sheriff requested the state fire marshall to inspect the jail annually? 77b. Has the state fire marshall inspected the jail annually?	Yes	LaPorte Fire Department conducted inspection on 1/20/2021
78. Is there a written policy concerning safety, sanitation and supply control?	Yes	
Clothing and Personal Hygiene		Remarks
79. Are suitable clothing, bedding and towels provided for the total inmate population?	Yes	
80. Are all inmates provided with shaving materials, bar soap,	Yes	
toothpaste and toothbrush? 81. Do inmates shower upon admission to general population?	Yes	
82. Are inmates afforded the opportunity to shower at least	Yes	
three (3) times within every seven (7) days?		
83. Are haircuts available, upon request, at least every six (6) weeks?	Yes	
84. May inmates wear personal clothing to their trials?	Yes	
Medical Care and Health Services & Suicide Prevention		Remarks
85. Is there a licensed physician responsible for medical screening and qualified for suicide screening and prevention services at the jail?	Yes	Quality Correctional Care. 24 hour medical services is provided. Dr. Tchapect is facility doctor
86. Are there written procedures for medical service delivery to inmates?	Yes	
87. Are these procedures approved by a physician?	Yes	
88. Are health care personnel licenses or certification on file with the Sheriff?	Yes	
89. Do jail security regulations apply to medical personnel?	Yes	
90. Are there adequate space, equipment, supplies and materials for medical services available?	Yes	

91. Are first aid kits available at the jail? 92. Are first-aid kits inspected and refilled according to the responsible physician that is contracted by your jail?	Yes Yes	Maintained by QCC
93. Are inmates medically screened upon admission?	Yes	
94. Has the doctor approved the medical screening form?	Yes	
95. Are all inmates in jail given a medical examination within fourteen (14) days?	Yes	
96. Is this medical examination given by a physician or his designee?	Yes	
97. Are inmates medical complaints collected daily?	Yes	
98. Are medical and mental health complaints responded to by medically and mental health trained personnel?	Yes	
99. Is there a physician available at least weekly to respond to medical complaints?	Yes	
100. Is twenty-four (24) hour emergency medical, dental care and psychiatric care available pursuant to a written plan and contract?	Yes	
101. Is there a written emergency medical plan? 101a. Emergency evacuation of inmates 101b. Use of an emergency medical vehicle 101c. Use of one or more designated hospital emergency rooms or appropriate health facilities 101d. Emergency On-call physicians and dentists services when the emergency health facility is not located in a near by community.	Yes Yes Yes Yes	LaPorte Hospital.
101e. Security procedures that provide for the immediate transfer of inmates when appropriate.101f. Arrangements for emergency psychological services.102. Are all jail personnel first aid trained?	Yes Yes Yes	Quality Correctional Care.
103. Is one (1) person per shift trained in receiving screening?	Yes	
104. Is one (1) person per shift trained in CPR and/or AED? 105. Is one (1) person per shift trained in common symptom	Yes Yes	
recognition? 106. Is one (1) person per shift trained to recognize symptoms of mental illness or retardation?	Yes	

107. Does jail refuse acceptance of an unconscious or critically injured person?	Yes	
107a. What is your BAC/BrAC cut off level for booking refusal?	Yes	Inmates testing .25% B.A.C. must be screened by medical staff prior to intake.
108. Are all injured inmates examined immediately by competent medical personnel?	Yes	
109. Is a written description of the injury prepared?	Yes	
110. Are photographs taken of the injury?	Yes	
111. Are prescribed medications given as per physician orders?	Yes	
112. Are all persons administering medication trained by the responsible physician?	Yes	
113. Are records of medication administered kept?	Yes	
114. Did the physician approve the record form?	Yes	
115. Is chronic care, convalescent care and medical preventive maintenance provided?	Yes	
116. Did the inmate medical file contain all information approved by a responsible physician?	Yes	
	Yes	
approved by a responsible physician? 117. Is access to inmate medical records controlled by the		Remarks
approved by a responsible physician? 117. Is access to inmate medical records controlled by the responsible physician?	Yes	Remarks As of 1/2020, Tiger Foodservice maintains kitchen
approved by a responsible physician? 117. Is access to inmate medical records controlled by the responsible physician? Diet and Food Preparation 118. Has the Sheriff established written policies and procedures	Yes	As of 1/2020, Tiger Foodservice maintains
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126. Have the meals been approved by a qualified dietician and Yes Joyce Lamilla, RN, LD #1356 approved reviewed every 2 years? menus on 8/13/2020 127. Are all food service areas and equipment inspected daily Yes by administrative jail personnel? 128. Is all stored food placed on racks off the floor? Yes 129. Is food covered while being transported to the inmate? Yes 130. Is the kitchen floor cleaned daily? Yes 131. Is the kitchen equipment cleaned daily? Yes 132. Are walls and vents clean? Yes 133. Has the jail administrator requested the local Board of Yes Health officer to inspect the kitchen facilities? 134. Does the local health officer or other qualified agency LaPorte County Health Department Yes conducted on 12/11/2020 inspect it annually? 135. Are eating utensils sanitized after each use? Yes 136. Is kitchen equipment operational? Yes 137. Do you use inmates in the kitchen? Yes 138. Do kitchen inmates receive pre-service medical Yes examinations? 139. Do kitchen inmates receive daily visual examinations? Yes 140. Do kitchen inmates wear approved clothing for food Yes handling? 141. Are medical diets served when approved by the Yes responsible physicians? 142. Are religious diets served when accessible and authorized Yes by the sheriff? 143. Has the sheriff established, in writing, a control system to Yes

Security and Control	l Remarks
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144. Is there an established manual of policies for security and Yes control?

monitor and control food pilferage, misuse or spoilage?

145. Is it accessible and reviewed by all jail personnel?	Yes	
146. Is it reviewed and updated annually and documentation provided?	Yes	
147. Have jail officers been trained consistent with the manual?	Yes	
148. Have pre and post training exams been administered?	Yes	
149. Have the results been made a part of the employee's records?	Yes	
150. Is there an extra set of jail keys securely stored? 150a. Are security doors & security locks repaired promptly?	Yes Yes	
150b. Are security doors and security locks functional?	Yes	
151. Are written reports prepared when a weapon is discharged by jail personnel?	Yes	
152. Are weapons restricted from designated areas?	Yes	
153. Do you use Oleoresin Capsicum (O.C.) and/or Taser?	Yes	O.C. and Taser
154. Is there a list of persons authorized to use Oleoresin Capsicum (O.C.) and/or Taser?	Yes	O.C. and Taser
155. Have they been trained in its usage?	Yes	
156. If a person is injured by a chemical agent, does he receive an immediate medical examination?	Yes	
157. Is there a communication control center? 157a. Was it secured?	Yes Yes	
158. Is there an audio communication system between the control center and the inmate living area?	Yes	
159. Is there an emergency generator?	Yes	
160. Is it functional?	Yes	
161. Is it tested weekly? 161a. What day is it tested?	Yes	Wednesday, 0600
162. Is security equipment sufficient to meet facility needs and stored in a secure readily accessible area?	Yes	

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163. Are all doors on security perimeters kept locked?	Yes	
164. Do you prohibit a jail officer from entering a high security cell area without a back-up?	Yes	
165. Are contraband searches held?	Yes	
166. Are written reports made of items confiscated?	Yes	
167. Are inmates informed of their authorized articles?	Yes	
168. Are contact visitors and inmates searched?	No	Contact visits are prohibited
169. Are all inmates searched before leaving or returning to the jail?	Yes	
170. Is there a written policy concerning contraband, searches and seizures?	Yes	
Supervision of Inmates		Remarks
171. Is there sufficient jail personnel present in the jail to provide adequate 24 hour supervision of inmates? 171a. How was your number of sufficient jail personnel		*See Comment Section* Data-Driven Staffing Analysis conducted
established?		by (ISA) Bill Wilson, April
established? 172. Is there personal observation of the inmate at least every sixty(60) minutes during lockdown hours at night?	Yes	by (ISA) Bill Wilson, April 2016
172. Is there personal observation of the inmate at least every	Yes	
172. Is there personal observation of the inmate at least every sixty(60) minutes during lockdown hours at night?	Yes	
 172. Is there personal observation of the inmate at least every sixty(60) minutes during lockdown hours at night? 173. Is this observation documented? 174. Is there written policy on male-female supervision by male female staff? 175. Are privacy rights considered in this policy? 176. Are there written policies for segregation of inmates? 177a. Do jail officials review the status of the inmate at least once every seven (7) days. 177b. Does time spent confined or separated from the 	Yes	
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181. Are inmates prevented from supervising or exerting control **Yes** or assuming any authority over other inmates?

Inmate Rights		Remarks
182. Do inmates have access to courts?	Yes	
183. Do inmates have confidential access to attorneys?	Yes	
184. Do inmates have reasonable access to an adequate law library, if operating pro se'?	Yes	
185. Are all forms of discrimination of inmates forbidden?	Yes	
186. Do inmates have access to reading material (not pornography)?	Yes	
187. Do inmates have religious freedom where security is not broken?	Yes	
188. Is physical exercise available indoor?	Yes	
189. Is physical exercise available outdoor?	Yes	
190. Is refusal of recreation documented?	Yes	
191.Do you provide a list of all inmates, sentenced and incarcerated, to the county clerk quarterly, as required by IC 3-46-6?	Yes 7-	
192. Is there a written inmate work assignment record?	Yes	
193. Is there a written grievance policy and procedure?	Yes	
194. Is it distributed to the inmates?	Yes	
195. Is there a written jail visitation policy and procedure?	Yes	
196. Is there a written jail telephone policy and procedure for inmates?	Yes	
197. Is there jail visitor registration?	Yes	Demante
Mail 198. Is there a written procedure governing inmate correspondence?	Yes	Remarks
199. Is mail unlimited in volume?	Yes	

200. May inmates correspond within the jail by mail?	Yes	
201. Do you forbid the opening or censoring of mail for government officials, courts, attorneys or news media?	Yes	
202. If mail is delayed, censored, or withheld, is the inmate given prompt notice?	Yes	
203. Is there a written record of this action?	Yes	
204. Are indigent inmates provided free writing supplies?	Yes	
Discipline		Remarks
205. Are there written rules of inmate conduct?	Yes	Itemures
205. Are there written rules of inmate conduct?	res	
206. Do they describe disciplinary actions to be taken?	Yes	
207. Do they describe the procedure to be followed?	Yes	
208. Are copies of rules distributed to inmates or posted in the living areas?	Yes	Kiosk access
209. Do you prohibit the use or physical force as a discipline?	Yes	
210. Have personnel been trained as to inmate rules of conduct?	Yes	
211. Have personnel been trained as to sanctions available?	Yes	
212. Are all disciplinary standards met?	Yes	
213. Are disciplinary hearings provided for and held?	Yes	
214. Are these consistent with the standards?	Yes	
215. Are there provisions for an appeal?	Yes	Grievance Committee: Three (3) tier process starting with the Assistant Commander, Jail Commander or Sheriff
Classification		Remarks
216. Is there a written plan for classification of inmates?	Yes	
217. Are inmates with contagious diseases separated?	Yes	
	. 55	
218. Are intoxicated inmates segregated?	Yes	
219. Are inmates experiencing drug withdrawal segregated?	Yes	

220. Are inmates experiencing mental conditions segregated? Yes

Reception, Orientation. Property Control and Release		Remarks
221. Are there written procedures governing reception and orientation?	Yes	
222. Is the inmate's personal property inventoried and securely stored?	Yes	
223. Is the inmate's money securely stored?	Yes	Inmate Trust Fund
224. Does the inmate sign for his property upon release?	Yes	
Jail Program Survey		
Have arrangements been made for the provision of special education services as needed?	Yes	
Does the jail provide GED or TASC services?	No	No funding at this time
Does the jail provide any substance abuse counseling services in the jail?	Yes	
Is smoking or tobacco based products within the jail prohibited?	Yes	
Does the county have a Community Corrections program?	Yes	
Is the Community Corrections program on the same grounds as the jail	No	
Is the Community Corrections program under the supervision of the Sheriff, County Judges or Contracted?		Community Corrections
Other programs?		Substance Abuse Class, AA/NA Groups, Counseling, Foundations for Successful Living, Juvenile Education Coordination, La Porte Literacy Coalition, Moral Recognition Therapy Class, Spiritual Consultation & Women's Character Studies.

COMMENTS SECTION

All essential posts are staffed daily authorize by the Jail Commander. Control room post is occupied 24/7. Jail officers are completing & documenting required visual checks every 60minutes. Jail had zero deaths or escapes since last inspection report.

Accompanied by:

John Boyd, Sheriff

Al Ott, Jail Commander John Wilcher, Sgt., Asst. Jail Commander

Inspected by:

Chance Sweat

Executive Liaison
Indiana Dept. of Correction
Sheriff & County Jail Operations Division

Phone: (317) 232-5764 csweat@idoc.IN.gov