



**GARY E. MILLER CANADIAN COUNTY
CHILDREN'S JUSTICE CENTER**

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TO: OJISD - Dana S. Holden

FAX NO.: 405-528-0455

FROM: Vinson Simmons

RE: 2009 OCCY Audit Response

MESSAGE: _____

URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

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The Gary E. Miller – Canadian County
Juvenile Detention Center
7905 E. Highway 66
El Reno, Oklahoma 73036

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April 20, 2010

Dana S. Holden
Oversight Specialist
Office of Juvenile System Oversight's
Oklahoma Commission on Children and Youth
1111 N. Lee Ave., Suite 500
Oklahoma city, Okla. 73102

Dear Mr. Holden,

In reviewing you report from the visit on December 29 and 30, 2009, our agency hereby presents the following response:

Concern #1

Documentation indicated that staff reported to a supervisor that a resident was unresponsive in his/her resident room. According to documentation, after becoming aware of the resident's condition, staff did not attempt to wake the resident for approximately an hour. Staff did not document whether a medical or behavioral reason had caused the juvenile to be unresponsive.

Response and Corrective Action to Concern #1

The staff person(s) completing the report on this resident and incident used poor terminology in documenting that resident was unresponsive. Resident was responsive to staff but actually failed to respond and follow staffs' request to get up and participate in morning activities and eat breakfast which was identified as a behavioral problem. The resident remained in his room after initial wake up for an additional hour on request, with Shift Supervisor approval. Report Writing is a part of the Annual Training all staff are required to complete each year. We will continue to emphasis to staff during report writing training to use terminology that best describes and is most appropriate for the situation and/or incident.

Concern #2

Eight instances of wing/room restriction and/or room confinement were not documented properly. Staff documented different times of occurrence and failed to document whether or not the residents were restrained and/or placed in confinement.

Response and Corrective Action to Concern #2

The reviewed incident reports for wing/room restriction and/or room confinement gave accurate and factual information concerning the incident that took place. We request all staff to write a report if they observed and/or participated in an altercation/incident. When staff write their reports they are not exactly certain when the incident began or ended, when room confinement began, or the time mechanical restraints were applied. As each incident report requires this information, the staff estimates the times of occurrence resulting in the reports that are submitted to not coincide exactly in respects to time.

Report Writing is part of the Annual Training all staff are required to complete each year. When new staff are hired their ability to correctly complete incident reports and information reports is often limited. Shift Supervisors on duty are now being held more accountable for the documentation submitted on their respective shifts. More time is allocated to training in Report Writing during scheduled training, staff meetings, and shift change briefings.

Violation #1

A juvenile was not properly searched during the intake process allowing the juvenile to bring a knife into the facility. Facility policy, Security and Control, (8), (b), states, "All new intakes will complete a clothing exchange and be search for contraband upon admission to the facility." Since the incident, the detention director implemented new policy requiring the transporting officer to remain at the facility through completion of the intake process.

Response and Corrective Action to Violation #1

All juveniles/residents admitted to the Canadian County Juvenile Detention Center programs are required to complete a thorough clothing exchange, contraband search and shower before being assigned a room and placed in the general population. The juvenile/resident was admitted in the early hours of the morning (11-7 shift) and was very angry with the transporting police officer. The juvenile/resident's out-of-control and verbally abusive behavior contributed to the intake officer/shift supervisor circumventing the procedure of requiring the juvenile/resident to be properly observed during the clothing exchange, contraband search, and shower. The juvenile/resident was able to conceal and smuggle contraband (knife) into the facility, thus jeopardizing the safety and security of other

juvenile/residents and staff. The incident was de-escalated with assistance from the Canadian County Sheriff Department. Incident was reported to the Office of Juvenile Affairs and the Office of Client Advocacy.

Contraband in a juvenile detention facility, especially weapons, is a serious breach in security. The Canadian County Juvenile Detention Center strives to follow all safety and security precautions to reduce and eliminate a breach of this magnitude. However, it is totally unacceptable when a breach is made due to staff negligence. The negligent staff person resigned his position with the Detention Center. Intake and contraband training, clothing exchange, and shower procedure training have been thoroughly discussed and reviewed with all detention officers. The facility purchased and utilizes a handheld metal detector to scan residents prior to entering the private and enclosed shower area. The Detention Director also met with the Chief of Police for the transporting agency to discuss breaches in safety and security and methods to prevent a reoccurrence of such a breach in security.

Violation #2

Documentation in the wing/room restriction and room confinement log did not indicate the dates and/or times of release in eight instances of confinement. OJA policy, OAC 377:3-13-44, Security and Control, (c), (15), Procedure for room confinement or room restriction, (E), states "A written record shall be maintained on any juvenile placed in room restriction or room confinement. It includes a log stating who authorized the action, names of persons observing the juvenile and times of observation, the person authoring release, and the time of release."

Response and Corrective Action to Violation #2

This violation is an oversight on behalf of the facility and administration. Training and monitoring will be initiated immediately to correct and prevent duplication in future audits. We will also use staff meetings and shift change briefings to discuss correction of this violation and will review other sources of training in Report Writing.

Summation:

Mr. Holden, we deeply appreciate your diligence and patience when conducting the OCCY visit on December 29th and 30th, 2009. We trust that everything was acceptable and available to you so completion of the visit was thorough and productive.

Your exit conference on December 30, 2009, with the Facility Director and Detention Director disclosed violations and concerns that all in attendance believed needed to be addressed.

The Canadian County Juvenile Detention Center will continue to make an honest effort to address all concerns and correct all violations listed in the Oversight Visit report. I will

~~CONTINUE~~ to seek your agency's patience and guidance in assisting the administration and staff at the Gary E. Miller Canadian County Children's Justice Center in the delivery of services to the community and residents.

Sincerely,



Vinson L. Simmons
Detention Director