

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

February 28, 2011

Janice Sharp  
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 Ms. Sharp,

In reviewing your report from your visit on November 29 and 30, 2010, our agency hereby presents the following response:

**Violation #1**

The room restriction/confinement log was not a complete record. 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 confinement. It includes a log stating who authorized the action, names of persons observing the juvenile and times of observation, the person authorizing release, and the time of release."

**Response and Corrective Action to Violation #1**

On February 16, 2011 at the Detention All Staff meeting, I reviewed and explained policy OAC 377:3-13-44, Security and control, (c), (15) (E) to staff. Effective March 1, 2011 the room restriction/room confinement log will be placed in the control center for logging who authorized the action, name of persons observing the juvenile and times of observation, the person authorizing release, and the time of release. I also note that this policy has never been identified as a violation in previous audits by OCCY or OJA.

**Summation:**

**Ms. Sharp, I deeply appreciated your diligence and patience when conducting the OCCY visit on November 29th and 30<sup>th</sup>, 2010. I trust that everything was acceptable and available to you so completion of the audit was thorough and productive.**

**In your exit interview on November 30, 2010, you disclosed concerns that needed to be addressed by the facility. In your follow up telephone interview you advised me of the policy violation listed above, which the facility and administration immediately reviewed for corrective action.**

**The Canadian County Juvenile Detention Center has corrected the violation listed in the Oversight Visit report and 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,**

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**Vinson L. Simmons  
Detention Director**