Prison Rape Elimination Act (PREA) Audit Report
Adult Prisons & Jails

☐ **Interim** ☒ **Final**

Date of Report August 7, 2020

Auditor Information

Name: Cynthia Malm	**Email:** cmalm@idahosheriffs.org
Company Name: Idaho Sheriffs' Association	
Mailing Address: 3100 Vista Ave., Ste 203	**City, State, Zip:** Boise, ID 83705
Telephone: 208-346-1065	**Date of Facility Visit:** January 13 – 16, 2020

Agency Information

Name of Agency: Cassia County Sheriff's Office		**Governing Authority or Parent Agency** *(If Applicable)*: Cassia County	
Physical Address: 129 E. 14th St.		**City, State, Zip:** Burley, ID 83318	
Mailing Address: Click or tap here to enter text.		**City, State, Zip:** Click or tap here to enter text.	
The Agency Is:	☐ Military	☐ Private for Profit	☐ Private not for Profit
☐ Municipal	☒ County	☐ State	☐ Federal

Agency Website with PREA Information: www.cassiacounty.org

Agency Chief Executive Officer

Name: Sheriff Jay Heward	
Email: jheward@cassiacounty.org	**Telephone:** 208-878-9323

Agency-Wide PREA Coordinator

Name: Lt. Dan Renz	
Email: drenz@cassiacounty.org	**Telephone:** 208-878-1137
PREA Coordinator Reports to: Undersheriff George Warrell	**Number of Compliance Managers who report to the PREA Coordinator** 1

Facility Information

Name of Facility: Mini-Cassia Criminal Justice Center			
Physical Address: 1415 Albion Ave.		**City, State, Zip:** Burley, ID 83318	
Mailing Address (if different from above): Click or tap here to enter text.		**City, State, Zip:** Click or tap here to enter text.	
The Facility Is:	☐ Military	☐ Private for Profit	☐ Private not for Profit
☐ Municipal	☒ County	☐ State	☐ Federal
Facility Type:	☐ Prison	☒ Jail	

Facility Website with PREA Information: www.cassiacountysheriff.com

Has the facility been accredited within the past 3 years? ☒ Yes ☐ No

If the facility has been accredited within the past 3 years, select the accrediting organization(s) – select all that apply (N/A if the facility has not been accredited within the past 3 years):

☐ ACA
☐ NCCHC
☐ CALEA
☒ Other (please name or describe: Idaho Sheriffs' Association
☐ N/A

If the facility has completed any internal or external audits other than those that resulted in accreditation, please describe: Click or tap here to enter text.

Warden/Jail Administrator/Sheriff/Director

Name:	Undersheriff George Warrell		
Email:	gwarrell3@pmt.org	**Telephone:**	208-878-9301

Facility PREA Compliance Manager

Name:	Staff Sergeant Shannon Taylor		
Email:	staylor@cassiacounty.org	**Telephone:**	208-878-1136

Facility Health Service Administrator ☐ N/A

Name:	Physician's Assistant Taylor McAllister		
Email:	mccjcmed@cassiacounty.org	**Telephone:**	208-878-1000, ext. 139

Facility Characteristics		
Designated Facility Capacity:	170	
Current Population of Facility:	166	
Average daily population for the past 12 months:	141	
Has the facility been over capacity at any point in the past 12 months?	☒ Yes ☐ No	
Which population(s) does the facility hold?	☐ Females ☐ Males ☒ Both Females and Males	
Age range of population:	19 - 66	
Average length of stay or time under supervision:	25 days	
Facility security levels/inmate custody levels:	Minimum, Medium, Maximum, Protective Custody	
Number of inmates admitted to facility during the past 12 months:		2259
Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for *72 hours or more*:		1152
Number of inmates admitted to facility during the past 12 months whose length of stay in the facility was for *30 days or more:*		542
Does the facility hold youthful inmates?	☒ Yes ☐ No	
Number of youthful inmates held in the facility during the past 12 months: (N/A if the facility never holds youthful inmates)		1 ☐ N/A
Does the audited facility hold inmates for one or more other agencies (e.g. a State correctional agency, U.S. Marshals Service, Bureau of Prisons, U.S. Immigration and Customs Enforcement)?		☒ Yes ☐ No
Select all other agencies for which the audited facility holds inmates: Select all that apply (N/A if the audited facility does not hold inmates for any other agency or agencies):	☐ Federal Bureau of Prisons ☒ U.S. Marshals Service ☒ U.S. Immigration and Customs Enforcement ☐ Bureau of Indian Affairs ☐ U.S. Military branch ☒ State or Territorial correctional agency ☒ County correctional or detention agency ☐ Judicial district correctional or detention facility ☐ City or municipal correctional or detention facility (e.g. police lockup or city jail) ☐ Private corrections or detention provider ☐ Other - please name or describe: Click or tap here to enter text. ☐ N/A	
Number of staff currently employed by the facility who may have contact with inmates:		25

Number of staff hired by the facility during the past 12 months who may have contact with inmates:	7
Number of contracts in the past 12 months for services with contractors who may have contact with inmates:	2
Number of individual contractors who have contact with inmates, currently authorized to enter the facility:	6
Number of volunteers who have contact with inmates, currently authorized to enter the facility:	89
Physical Plant	
Number of buildings: **Auditors should count all buildings that are part of the facility, whether inmates are formally allowed to enter them or not. In situations where temporary structures have been erected (e.g., tents) the auditor should use their discretion to determine whether to include the structure in the overall count of buildings. As a general rule, if a temporary structure is regularly or routinely used to hold or house inmates, or if the temporary structure is used to house or support operational functions for more than a short period of time (e.g., an emergency situation), it should be included in the overall count of buildings.**	1
Number of inmate housing units: **Enter 0 if the facility does not have discrete housing units. DOJ PREA Working Group FAQ on the definition of a housing unit: How is a "housing unit" defined for the purposes of the PREA Standards? The question has been raised in particular as it relates to facilities that have adjacent or interconnected units. The most common concept of a housing unit is architectural. The generally agreed-upon definition is a space that is enclosed by physical barriers accessed through one or more doors of various types, including commercial-grade swing doors, steel sliding doors, interlocking sally port doors, etc. In addition to the primary entrance and exit, additional doors are often included to meet life safety codes. The unit contains sleeping space, sanitary facilities (including toilets, lavatories, and showers), and a dayroom or leisure space in differing configurations. Many facilities are designed with modules or pods clustered around a control room. This multiple-pod design provides the facility with certain staff efficiencies and economies of scale. At the same time, the design affords the flexibility to separately house inmates of differing security levels, or who are grouped by some other operational or service scheme. Generally, the control room is enclosed by security glass, and in some cases, this allows inmates to see into neighboring pods. However, observation from one unit to another is usually limited by angled site lines. In some cases, the facility has prevented this entirely by installing one-way glass. Both the architectural design and functional use of these multiple pods indicate that they are managed as distinct housing units.**	16
Number of single cell housing units:	1
Number of multiple occupancy cell housing units:	9
Number of open bay/dorm housing units:	6
Number of segregation cells (for example, administrative, disciplinary, protective custody, etc.):	6
In housing units, does the facility maintain sight and sound separation between youthful inmates and adult inmates? (N/A if the facility never holds youthful inmates)	☒ Yes ☐ No ☐ N/A
Does the facility have a video monitoring system, electronic surveillance system, or other monitoring technology (e.g. cameras, etc.)?	☒ Yes ☐ No

Has the facility installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology in the past 12 months?	☒ Yes ☐ No

Medical and Mental Health Services and Forensic Medical Exams

Are medical services provided on-site?	☒ Yes ☐ No
Are mental health services provided on-site?	☒ Yes ☐ No
Where are sexual assault forensic medical exams provided? Select all that apply.	☐ On-site ☒ Local hospital/clinic ☐ Rape Crisis Center ☐ Other (please name or describe: Click or tap here to enter text.)

Investigations

Criminal Investigations

Number of investigators employed by the agency and/or facility who are responsible for conducting CRIMINAL investigations into allegations of sexual abuse or sexual harassment:	4
When the facility received allegations of sexual abuse or sexual harassment (whether staff-on-inmate or inmate-on-inmate), CRIMINAL INVESTIGATIONS are conducted by: Select all that apply.	☒ Facility investigators ☒ Agency investigators ☒ An external investigative entity
Select all external entities responsible for CRIMINAL INVESTIGATIONS: Select all that apply (N/A if no external entities are responsible for criminal investigations)	☐ Local police department ☐ Local sheriff's department ☐ State police ☐ A U.S. Department of Justice component ☐ Other (please name or describe: Click or tap here to enter text.) ☒ N/A Other agencies are only called in when conflict of interest

Administrative Investigations

Number of investigators employed by the agency and/or facility who are responsible for conducting ADMINISTRATIVE investigations into allegations of sexual abuse or sexual harassment?	2
When the facility receives allegations of sexual abuse or sexual harassment (whether staff-on-inmate or inmate-on-inmate), ADMINISTRATIVE INVESTIGATIONS are conducted by: Select all that apply	☒ Facility investigators ☐ Agency investigators ☐ An external investigative entity
Select all external entities responsible for ADMINISTRATIVE INVESTIGATIONS: Select all that apply (N/A if no external entities are responsible for administrative investigations)	☐ Local police department ☐ Local sheriff's department ☐ State police ☐ A U.S. Department of Justice component ☐ Other (please name or describe: Click or tap here to enter text.) ☒ N/A

Audit Findings

Audit Narrative

The auditor's description of the audit methodology should include a detailed description of the following processes during the pre-onsite audit, onsite audit, and post-audit phases: documents and files reviewed, discussions and types of interviews conducted, number of days spent on-site, observations made during the site-review, and a detailed description of any follow-up work conducted during the post-audit phase. The narrative should describe the techniques the auditor used to sample documentation and select interviewees, and the auditor's process for the site review.

The Prison Rape Elimination Act (PREA) on-site audit of the Mini-Cassia Criminal Justice Center in Burley, Idaho was conducted on January 13 - 16, 2020 by Cynthia Malm from Boise, Idaho, a U.S. Department of Justice Certified PREA auditor for adult facilities. Pre-audit preparation included a thorough review of all documentation and materials submitted by the facility on a flash drive along with the data included in the completed Pre-Audit Questionnaire. The auditor reviewed documentation that included agency policies and procedures, detention policies and procedures, forms, education materials, training curriculum, organizational charts, mission statements, checklists, posters, inmate handbooks, flyers, website information, and other PREA related materials that were provided to demonstrate compliance with the PREA standards. This review prompted a series of questions that were noted on the auditor's compliance tool and the auditor posed the questions to the PREA Coordinator and the PREA Compliance Manager at the on-site audit.

An entrance meeting was held with Lt. Dan Renz, the PREA Coordinator, and SSgt. Shannon Taylor, the PREA Compliance Manager, of the Mini-Cassia Criminal Justice Center. Lt. Renz and SSgt. Taylor provided the auditor a list of all of the staff of the facility and their schedules, including specialized staff, and a list of all of the inmates in the facility and where they were housed. The auditor explained the process of the audit and answered any questions the agency had about the audit process.

During the three and one-half days of the on-site audit, the auditor was provided a private office within the Criminal Justice Center from which to work and conduct confidential interviews of staff. The auditor was also provided a secure room within the Justice Center to conduct confidential interviews of inmates. Formal personal interviews were conducted with facility staff, specialty staff, inmates, and contract employees. The auditor interviewed a total of seventeen inmates who were randomly selected from the list of inmates housed in each of the sixteen housing units in the Justice Center. Also interviewed were one inmate with a developmental disability, one inmate who was non-English proficient, and one inmate who disclosed sexual abuse in the community at the risk screening. The inmate who disclosed sexual victimization during the risk screening did not remember being offered follow-up counseling with medical or mental health but did see the nurse and told her what had happened. The inmate requested more follow-up with mental health and it was provided. The disabled and non-English proficient inmates were very knowledgeable about PREA and how to report an incident. There were no youthful, transgender, intersex, blind, or deaf inmates in the facility to interview. There were no inmates in segregated housing who had been a victim of sexual abuse for the auditor to interview. One inmate was interviewed who had contacted the auditor prior to the audit with some concerns about an investigation. Inmates were interviewed using the recommended DOJ protocols that question their knowledge of a variety of PREA protections, generally and specifically, their knowledge of reporting mechanisms available to inmates to report abuse or harassment. All of the inmates interviewed acknowledged that they had received training on PREA at booking and received an inmate handbook that contained information on how to report a sexual assault or sexual harassment. All stated they had a risk screening within 72 hours of booking, most of which was at the time of booking. The auditor reviewed six forms inmates had signed at booking acknowledging that they had been given information on the zero-tolerance policy for sexual abuse and sexual harassment and how to report incidents.

The auditor interviewed twelve staff members representing two shifts (1st shift 7:00 a.m. to 7:00 p.m. and 2nd shift 7:00 p.m. to 7:00 a.m.). Seven additional interviews were also conducted with specialty staff, including shift sergeants, medical personnel, food service (contract staff), intake staff, classification staff, incident review team member, and investigative staff. Twelve staff were interviewed as random staff and, because all of the staff work many posts, some of them were also asked questions about, screening, searches, retaliation monitoring, and first responder duties. Also interviewed were the Sheriff, Undersheriff/Jail Administrator, PREA Coordinator, and PREA Compliance Manager. Staff were interviewed using the DOJ protocols that question their PREA training and overall knowledge of the agency's zero tolerance policy, reporting mechanisms available to inmates and staff, the response protocols when an inmate alleges sexual abuse or sexual harassment, and first responder duties. There are no SAFE or SANE employees at the facility as they are made available at the Cassia Regional Medical Center in Burley, Idaho. All staff were very knowledgeable about PREA and their responsibilities in preventing, detecting, and reporting sexual abuse and sexual harassment. All confirmed that they have extensive yearly training on those responsibilities. The auditor reviewed random staff training records, rosters for attendance at PREA training and the curriculum taught at the training to determine compliance with training mandates. The auditor also reviewed background check procedures for hiring and the list of detention staff who have had background checks at a minimum of every five years after hire. Case files for six inmates in the facility were reviewed in the booking room to evaluate screening and intake procedures, inmate education, and inmate signatures of acknowledgement. Classification records of inmate education, risk assessments, and housing decisions were also reviewed.

Following the entrance meeting and some interviews, the auditor toured the facility from 10:30 a.m. - 11:45 a.m. and was escorted by Lt. Dan Renz, PREA Coordinator, and SSgt. Shannon Taylor, PREA Compliance Manager. During the tour, the auditor reviewed the booking process, observed the facility configuration, camera and mirror placement throughout the facility, blind spots, staff placement for supervision of inmates, toilet and shower areas, notices posted throughout the building and documentation to assist in determining compliance with the standards. The auditor noted that shower areas allow inmates to shower separately and showers are behind a wall and the opening of the showers have either full curtains or half curtains for privacy. Toilets are in an alcove behind a wall and some of the cells are wet cells that have toilets inside the cell that can't be seen from the cell door. The auditor reviewed the camera views on a monitor in the PREA Coordinator's Office and verified that toilets and showers were not monitored by the cameras. Notices of the PREA audit were posted throughout the facility in the dayrooms and the notices were posted on October 10, 2019. Inmates verified the notices have been hanging on the wall in the housing units for "a long time". During the tour, the auditor was given privacy to talk informally to staff and inmates in the booking room, housing units, program areas, and work areas. The auditor interviewed several staff members working their posts to ask questions about their positions, procedures in their areas, and how their areas contributed to protection from sexual abuse and sexual harassment.

After the facility tour and interviews, the auditor reviewed questions noted on the auditor's compliance tool with Lt. Dan Renz and SSgt. Shannon Taylor and reviewed additional documentation to verify compliance with the standards.

At the conclusion of the on-site visit, an exit meeting was held between the auditor, Lt. Renz, and SSgt. Taylor beginning at 10:40 on January 16, 2020 to discuss the audit findings and all discussed possible corrective actions that could be taken by the facility to achieve compliance with the standards that were not met.

Facility Characteristics

The auditor's description of the audited facility should include details about the facility type, demographics and size of the inmate, resident or detainee population, numbers and type of staff positions, configuration and layout of the facility, numbers of housing units, description of housing units including any special housing units, a description of programs and services, including food service and recreation. The auditor should describe how these details are relevant to PREA implementation and compliance.

The Cassia County Sheriff's Office operates the Mini-Cassia Criminal Justice Center which is an indirect detention facility with a rated capacity of 170 beds. All housing units are indirect supervision housing units. 100 through 900 blocks (9 total) are housing units which are indirectly supervised by use of cameras and line of site from the central control room. 600 and 800 blocks (2 total) are dorm style housing units. 900 block (1 total) has 5 individual cells with single occupancy. Cell blocks 100, 200, 300, 400, 500, and 700 (6 total) have double occupancy cells in each block. Cell blocks 1000, 1100, and 1200 are indirect supervision with supervision by camera system and have double occupancy cells in each block. Cell blocks 1300, 1400, 1500 and 1600 are dorm style with indirect supervision by camera system. 1400 block is our work release block. Female inmates are housed in three of the indirect housing units, special management inmates in one indirect housing unit, medium custody in one indirect housing unit, maximum in one indirect housing unit and no juveniles are held in the facility.

The Mini-Cassia Criminal Justice Center consists of one building and is located at 1415 Albion Avenue, Burley, Idaho. The Justice Center houses male and female adult inmates. New arrests are brought into the Justice Center via a secure sally port. The arrestee is pat searched in a small intake area and then brought into the booking room for processing. Just outside the booking room to the south is a Central Control Room which is the primary communication center in the facility. There is a hallway that winds around Central Control and leads to the housing units. Support services such as the medical exam room, administration offices, GED classroom and video arraignment room are located down a hallway to the west of booking. The laundry room, kitchen, and staff dining room/locker room are located to the north east of booking. The rec yard indoor and outdoor, library and visiting room is located to the north of central control.

The building is monitored and operated by a Central Control Room that employs touch screen monitoring and security systems to monitor movement and operate outer doors to the housing areas, cameras, and intercoms throughout the facility. External cameras are strategically placed and monitor all entrances in to the building and the recreation areas. Internal cameras monitor the main hallway, internal entrances, kitchen and laundry area, and other areas within the secure perimeter. The Control Room is staffed at all times by one staff member and is the main contact for all safety, fire, and emergency contacts.

The Cassia County Sheriff's Office is across the street from the jail. There is access to the facility through a secure double door access point beside the auto sally port. This allows for fast response from the Cassia County Sheriff's Office.

Summary of Audit Findings

The summary should include the number and list of standards exceeded, number of standards met, and number and list of standards not met.

Auditor Note: *No standard should be found to be "Not Applicable" or "NA". A compliance determination must be made for each standard.*

Standards Exceeded

Number of Standards Exceeded: 5

List of Standards Exceeded: 115.15, 115.31, 115.41, 115.42, 115.64

Standards Met

Number of Standards Met: 31

Standards Not Met

Number of Standards Not Met: 0

List of Standards Not Met: Click or tap here to enter text.

Summary of Corrective Action (if any)

115.15(a and b) requires no cross-gender or transgender strip searches, visual body cavity searches or cross-gender pat searches of female inmates. The Mini-Cassia Criminal Justice Center's policy prohibits these actions but does not provide examples of exigent circumstances that may allow these searches. The Mini-Cassia Criminal Justice Center will be adding to policy a few examples of exigent circumstances in each instance to provide guidelines to staff. These policy additions will be sent to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020.

115.16(a) requires staff receive training on how to ensure disabled inmates and limited English proficient inmates receive the same training about PREA and how to report incidences as the other inmates. The Mini-Cassia Criminal Justice Center will add the training to their annual PREA training curriculum. The Center will provide the auditor a copy of the revised curriculum and documentation showing that all staff have received this training within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020.

115.17(f) requires the agency to ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a)of this section in written applications or interviews for hiring or promotions and in any interviews or written self-evaluations conducted as part of reviews of current employees. Policy says this exactly but practice does not match policy. The Mini-Cassia Criminal Justice Center will change policy to match the practice of asking the questions at the conditional offer of employment for applicants, will explain what questions will be asked during promotion boards, and will explain that the questions will be asked at the yearly training. The Mini-Cassia Criminal Justice Center will send the auditor the revised policy and implemented procedures within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020.

115.31(a) requires that staff have PREA refresher training on ten topics. The Mini-Cassia Criminal Justice training curriculum does not include topic #10 on the list which is "how to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities." The facility will add topic #10 to the power point curriculum and will ensure that all staff are trained in the 2020 PREA training on this subject. The Mini-Cassia Criminal Justice Center will send the auditor the revised power point curriculum and verification that all staff have been trained in topic #10 within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020

115.41(f – g) requires the facility to conduct risk reassessments within 30 days of intake and at any time a reassessment is warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness. The Mini-Cassia Criminal Justice Center only does a reassessment when there is an alleged incident of sexual abuse. The facility will revise policy to reflect the standard and will create the practice of conducting reassessments at the 14-day comprehensive education session and when a reassessment is warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that

bears on the inmate's risk of sexual victimization or abusiveness. The revised policy and verification of implementation of the policy will be sent to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020

115.51(a – b) requires the agency to provide several avenues, both within the facility and outside the facility, for inmates to report a sexual abuse or sexual harassment. The Mini-Cassia Criminal Justice Center has listed several methods of reporting in the policy that staff adheres to but does not give the inmates the same information. The Mini-Cassia Criminal Justice Center will revise policy, flyers, posters, handbooks, etc. to match so that inmates are aware of all of the reporting methods offered. The corrected policy and materials will be sent to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020

115.51(d) requires the facility to have in place a method where staff can privately report a sexual abuse or sexual harassment of an inmate. The Mini-Cassia Criminal Justice Center does not have a specific method in place for staff to privately report. The Criminal Justice Center will develop a method for staff to privately report, will add it to policy, and will train staff on the method developed. The method, addition to policy, and verification of staff training will be sent to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 29, 2020

115.53(a) requires the facility to provide inmates with access to outside support services related to sexual abuse. The facility gives the inmates the contact information for Voices Against Violence on a poster in the housing unit but lists it as a reporting agency and does not specify it offers support services. Contact information is only given on posters and is not in the Inmate Handbook. The Mini-Cassia Criminal Justice Center will add information to the posters and the Inmate Handbook that explains Voices Against Violence is also available for support services related to sexual abuse. A copy of the revised posters and inmate handbook will be sent to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020

115.54(a) requires the facility to provide a method for people to make a third-party report of an inmate's sexual abuse or sexual harassment and to post that method on the website. The Mini-Cassia Criminal Justice Center has posted information on its website but does not list specific people and contact numbers to call. The Criminal Justice Center will list specific contacts and contact information for people to make a third-party report to. This information and confirmation that the information is on the website will be sent to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020

115.61(e) requires the facility to have policy that reports of sexual abuse and sexual harassment will be forwarded to the agency's administrative or criminal investigators depending on the type of allegation made. While the facility has this in practice, it is not in the policy. Therefore, the Mini-Cassia Criminal Justice Center will add this to policy and will send the revised policy to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020

115.63(d) requires the facility who receives a notice from another agency that a sexual abuse happened in the facility will have procedures in place to investigate the allegation. The Mini-Cassia Criminal Justice Center does not have any procedures in policy for ensuring these allegations are investigated. The Mini-Cassia Criminal Justice Center will add these procedures to policy and will send a copy of the revised policy to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020

115.67(c – d) requires the facility conduct retaliation monitoring for a minimum of 90 days and that the retaliation monitoring will include periodic status checks. The Mini-Cassia Criminal Justice Center will add to its policy that retaliation monitoring will continue for a minimum of 90 days and will include periodic status checks. The Mini-Cassia Criminal Justice Center will send the auditor a copy of the revised policy within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020.

115.71(f) requires administrative investigations shall include an effort to determine whether staff actions or failures to act contributed to the abuse and shall be documented in written reports that include a description of the physical and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings. The Mini-Cassia Criminal Justice Center will add this to policy and will send the revised policy to the auditor within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020.

115.73(e) requires the facility to document notifications to inmates of the results of investigations into their allegations of sexual abuse or sexual harassment. The Mini-Cassia Criminal Justice Center has been making the notifications but has not been documenting them. The Justice Center will begin documenting these notifications and will send the auditor verification they are now being documented within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020

115.81(c) requires the facility to offer follow-up medical or mental health counseling to inmates who disclose prior sexual abuse in the community or in an institution at the booking risk screening. The Mini-Cassia Criminal Justice Center has this in policy but not in practice. The Criminal Justice Center will train booking staff to offer this follow-up at booking when inmates disclose sexual abuse in the community or in an institution and document the offer, the response, and the action taken. The Mini-Cassia Criminal Justice Center will send verification to the auditor that this follow-up is being done within 180 days of the receipt of this interim report.

Successfully corrected and verified by the auditor on July 30, 2020

PREVENTION PLANNING

Standard 115.11: Zero tolerance of sexual abuse and sexual harassment; PREA coordinator

All Yes/No Questions Must Be Answered by The Auditor to Complete the Report

115.11 (a)

- Does the agency have a written policy mandating zero tolerance toward all forms of sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the written policy outline the agency's approach to preventing, detecting, and responding to sexual abuse and sexual harassment? ☒ Yes ☐ No

115.11 (b)

- Has the agency employed or designated an agency-wide PREA Coordinator? ☒ Yes ☐ No

- Is the PREA Coordinator position in the upper-level of the agency hierarchy? ☒ Yes ☐ No

- Does the PREA Coordinator have sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards in all of its facilities? ☒ Yes ☐ No

115.11 (c)

- If this agency operates more than one facility, has each facility designated a PREA compliance manager? (N/A if agency operates only one facility.) ☒ Yes ☐ No ☐ NA

- Does the PREA compliance manager have sufficient time and authority to coordinate the facility's efforts to comply with the PREA standards? (N/A if agency operates only one facility.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.11(a) The Mini-Cassia Criminal Justice Center has implemented a zero-tolerance policy as detailed in Policy 15.1 which comprehensively outlines the agency's approach to preventing, detecting, and responding to all forms of sexual abuse and sexual harassment. The policy contains necessary definitions, sanctions, and descriptions of the agency strategies and responses to sexual abuse and harassment. This policy forms the foundation for the program's training efforts with inmates, staff, volunteers, contractors, and others. All interviews reflected that staff, contractors, and inmates are aware of this zero-tolerance policy.

115.11(b) The facility has designated an upper-level, agency-wide PREA Coordinator, Lt. Dan Renz, to oversee policy and procedure development and operations in reference to sexual abuse and sexual harassment. The PREA Coordinator reports directly to the Cassia County Undersheriff, George Warrell who, in turn, reports directly to the Cassia County Sheriff, Jay Heward. Undersheriff Warrell is also the Mini-Cassia Criminal Justice Center's Jail Administrator. Lt. Renz indicated that he has sufficient time and authority to develop, implement, and oversee the agency's efforts toward PREA compliance since Ssgt. Shannon Taylor has been assigned as PREA Compliance Manager to assist him with his PREA responsibilities. Sheriff Heward confirmed that Undersheriff Warrell, Lt. Renz and SSgt. Taylor have full support of the Sheriff's Office in all of their efforts to bring the Criminal Justice Center into compliance with the PREA standards.

115.11(c) The facility has designated a PREA Compliance Manager, SSgt. Shannon Taylor, to assist Lt. Renz in coordinating the facility's efforts to comply to the standards of the Prison Rape Elimination Act. SSgt. Taylor indicated that he has sufficient time and authority to carry out his PREA assigned duties.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.1
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Mini-Cassia Criminal Justice Center's Organizational Chart
Interview with Sheriff Jay Heward
Interview with Undersheriff George Warrel, Jail Administrator
Interview Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.12: Contracting with other entities for the confinement of inmates

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.12 (a)

- If this agency is public and it contracts for the confinement of its inmates with private agencies or other entities including other government agencies, has the agency included the entity's obligation to comply with the PREA standards in any new contract or contract renewal signed on or after August 20, 2012? (N/A if the agency does not contract with private agencies or other entities for the confinement of inmates.) ☐ Yes ☐ No ☒ NA

115.12 (b)

- Does any new contract or contract renewal signed on or after August 20, 2012 provide for agency contract monitoring to ensure that the contractor is complying with the PREA standards? (N/A if the agency does not contract with private agencies or other entities for the confinement of inmates.) ☐ Yes ☐ No ☒ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.12(a-b) The Mini-Cassia Criminal Justice Center does not contract with external facilities to house or confine any of its inmates and there haven't been any contracts of this type during the twelve months prior to the PREA audit. This standard is, therefore, not applicable to the Mini-Cassia Criminal Justice Center.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.13: Supervision and monitoring

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.13 (a)

- Does the facility have a documented staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring, to protect inmates against sexual abuse? Yes

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Generally accepted detention and correctional practices? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any judicial findings of inadequacy? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any findings of inadequacy from Federal investigative agencies? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any findings of inadequacy from internal or external oversight bodies? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: All components of the facility's physical plant (including "blind-spots" or areas where staff or inmates may be isolated)? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The composition of the inmate population? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The number and placement of supervisory staff? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The institution programs occurring on a particular shift? ☒ Yes ☐ No ☐ NA

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any applicable State or local laws, regulations, or

standards? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: The prevalence of substantiated and unsubstantiated incidents of sexual abuse? ☒ Yes ☐ No

- In calculating adequate staffing levels and determining the need for video monitoring, does the staffing plan take into consideration: Any other relevant factors? ☒ Yes ☐ No

115.13 (b)

- In circumstances where the staffing plan is not complied with, does the facility document and justify all deviations from the plan? (N/A if no deviations from staffing plan.)
  ☐ Yes ☐ No ☒ NA

115.13 (c)

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The staffing plan established pursuant to paragraph (a) of this section? ☒ Yes ☐ No

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The facility's deployment of video monitoring systems and other monitoring technologies? ☒ Yes ☐ No

- In the past 12 months, has the facility, in consultation with the agency PREA Coordinator, assessed, determined, and documented whether adjustments are needed to: The resources the facility has available to commit to ensure adherence to the staffing plan? ☒ Yes ☐ No

115.13 (d)

- Has the facility/agency implemented a policy and practice of having intermediate-level or higher-level supervisors conduct and document unannounced rounds to identify and deter staff sexual abuse and sexual harassment? ☒ Yes ☐ No

- Is this policy and practice implemented for night shifts as well as day shifts? ☒ Yes ☐ No

- Does the facility/agency have a policy prohibiting staff from alerting other staff members that these supervisory rounds are occurring, unless such announcement is related to the legitimate operational functions of the facility? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.13(a) The Mini-Cassia Criminal Justice Center ensures that the facility develops, documents, and makes its best efforts to comply on a regular basis with a staffing plan that provides for adequate levels of staffing and, where applicable, video monitoring, to protect inmates against sexual abuse. The average number of inmates incarcerated in the Mini-Cassia Criminal Justice Center during the twelve months prior to the audit was 141 and the staffing plan was predicated on the rated capacity of 170 inmates. Lt. Renz and SSgt. Taylor explained that the staffing plan requires a minimum of four detention staff, and a supervisor on each shift. If a supervisor is not on shift, one will be on call. Administration is always on call. A development plan was used to create the staffing plan but it is no longer on file.

In calculating adequate staffing levels and determining the need for video monitoring, the facility takes into consideration the eleven mandatory elements and considerations required by this PREA Standard:

(1) Generally accepted detention and correctional practices;
(2) Any judicial findings of inadequacy;
(3) Any findings of inadequacy from Federal investigative agencies;
(4) Any findings of inadequacy from internal or external oversight bodies;
(5) All components of the facility's physical plant (including "blind-spots" or areas where staff or inmates may be isolated;
(6) The composition of the inmate population;
(7) The number and placement of supervisory staff;
(8) Institution programs occurring on a particular shift;
(9) Any applicable State or local laws, regulations, or standards;
(10) The prevalence of substantiated and unsubstantiated incidents of sexual abuse; and
(11) Any other relevant factors.

During the last year, there have been no judicial findings of inadequacy, no findings of inadequacy from oversight bodies, no blind spots, and no prevalence of substantiated and unsubstantiated incidents of sexual abuse that would require a revision of the staffing plan.

115.13(b) Lt. Dan Renz and SSgt. Shannon Taylor explained that they do not go below the minimum of four detention deputies per shift. They have an on-call system where deputies sign up for a required number of their days off to be on-call if someone calls out of the shift. If a person takes off the shift for any reason, one of the deputies on that call list will be contacted to fill the shift.

115.13(c) The staffing plan is reviewed once a year to determine if it is still adequate to meet the needs of the Mini-Cassia Criminal Justice Center and protect inmates from sexual abuse. The last review was completed in 2019 by Undersheriff Warrell and Lt. Renz. During the staffing review, they considered whether the current staffing plan was adequate, what video monitoring systems were in place and if they were sufficient to detect sexual abuse and sexual harassment within the facility. They also reviewed resources available to the facility to ensure adherence with the staffing plan. Review notes of the review were kept and were shown to the auditor at the onsite audit. The facility has twenty-four floor deputies, one transport officer, two administration, one classification Sergeant, and one deputy who supervises the work release program.

115.13(d) The Mini-Cassia Criminal Justice Center has detailed in Policy 15.1 the practice of having intermediate-level or higher-level supervisors conduct and document unannounced rounds to identify and deter staff sexual abuse and sexual harassment. Policy states that rounds will be done by either the Staff Sergeant, Sergeant, or Corporal and they will conduct a minimum of one unannounced round each shift, three times a week. A review of the documentation of unannounced supervisor rounds confirmed that the rounds are done randomly on all shifts. This was also verified through informal interviews with staff at their posts during the audit tour and through formal interviews with random staff and supervisors. Interviews also confirmed that the rounds are unannounced and staff are prohibited from alerting other staff that the rounds are taking place.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center Policy 15.1
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Idaho Jail Standards
Mini-Cassia Criminal Justice Center Staffing Plan
Documentation evidencing the conduct of unannounced supervisor rounds on every shift
Informal interviews with staff during the audit tour
Formal interviews with random staff and intermediate or higher-level staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Mini-Cassia Criminal Justice Center population reports for 2019

Standard 115.14: Youthful inmates

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.14 (a)

- Does the facility place all youthful inmates in housing units that separate them from sight, sound, and physical contact with any adult inmates through use of a shared dayroom or other

common space, shower area, or sleeping quarters? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☐ Yes ☐ No ☒ NA

115.14 (b)

- In areas outside of housing units does the agency maintain sight and sound separation between youthful inmates and adult inmates? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☐ Yes ☐ No ☒ NA

- In areas outside of housing units does the agency provide direct staff supervision when youthful inmates and adult inmates have sight, sound, or physical contact? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☐ Yes ☐ No ☒ NA

115.14 (c)

- Does the agency make its best efforts to avoid placing youthful inmates in isolation to comply with this provision? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☐ Yes ☐ No ☒ NA

- Does the agency, while complying with this provision, allow youthful inmates daily large-muscle exercise and legally required special education services, except in exigent circumstances? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☐ Yes ☐ No ☒ NA

- Do youthful inmates have access to other programs and work opportunities to the extent possible? (N/A if facility does not have youthful inmates [inmates <18 years old].) ☐ Yes ☐ No ☒ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.14(a) The Mini-Cassia Criminal Justice Center has detailed in Policy 15.1 how a youthful inmate would be housed in the facility. In past years, youthful inmates being charged as adults, or who had been convicted as adults, were occasionally placed in the Justice Center in compliance with Idaho law but now are normally housed in juvenile facilities. During the 12 months prior to the audit, the Mini-

Cassia Criminal Justice Center reported that it housed one youthful inmate for three weeks in the facility. The youthful inmate was being charged as an adult and would soon be eighteen years of age. The inmate bonded out of the facility three weeks before the eighteenth birthday. The Justice Center has policies in place for the rare occasion that they may be required to house a youthful inmate. If a youthful inmate is placed in the Mini-Cassia Criminal Justice Center, the Justice Center will not place the inmate in a housing unit in which the youthful inmate will have sight, sound, or physical contact with any adult inmate through use of a shared dayroom or other common space, shower area, or sleeping quarters. The youthful inmate who was housed for three weeks was housed in a holding cell that was next to the Sergeant's Office. Fifteen-minute security checks were done on the inmate.

115.14(b) Referring to Policy 15.1, the Mini-Cassia Criminal Justice Center will either maintain sight and sound separation between youthful inmates and adult inmates in areas outside of housing units or will provide direct supervision when youthful inmates and adult inmates have sight, sound, or physical contact.

115.14(c) The Mini-Cassia Criminal Justice Center has detailed in Policy 15.1 that the Justice Center will make its best efforts to avoid placing a youthful inmate in restrictive housing to comply with this standard. Absent exigent circumstances, the facility does not deny youthful inmates daily large-muscle exercise and any legally required special education services while in the facility. According to policy, the facility will confer with school officials to come to the facility to provide education to the inmate. The policy also states that youthful inmates are given access to other programs and work opportunities to the extent possible. The youthful inmate who was housed in the facility was given access to recreation and programs during the short stay.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.1
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interviews with random staff
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Mini-Cassia Criminal Justice Center Population Report for 2019

Standard 115.15: Limits to cross-gender viewing and searches

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.15 (a)

- Does the facility always refrain from conducting any cross-gender strip or cross-gender visual body cavity searches, except in exigent circumstances or by medical practitioners?
  ☒ Yes ☐ No

115.15 (b)

- Does the facility always refrain from conducting cross-gender pat-down searches of female inmates, except in exigent circumstances? (N/A if the facility does not have female inmates.) ☒ Yes ☐ No ☐ NA

- Does the facility always refrain from restricting female inmates' access to regularly available programming or other out-of-cell opportunities in order to comply with this provision? (N/A if the facility does not have female inmates.) ☒ Yes ☐ No ☐ NA

115.15 (c)

- Does the facility document all cross-gender strip searches and cross-gender visual body cavity searches? ☒ Yes ☐ No

- Does the facility document all cross-gender pat-down searches of female inmates? (N/A if the facility does not have female inmates.) ☒ Yes ☐ No ☐ NA

115.15 (d)

- Does the facility have policies that enables inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks? ☒ Yes ☐ No

- Does the facility have procedures that enables inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks? ☒ Yes ☐ No

- Does the facility require staff of the opposite gender to announce their presence when entering an inmate housing unit? ☒ Yes ☐ No

115.15 (e)

- Does the facility always refrain from searching or physically examining transgender or intersex inmates for the sole purpose of determining the inmate's genital status? ☒ Yes ☐ No

- If an inmate's genital status is unknown, does the facility determine genital status during conversations with the inmate, by reviewing medical records, or, if necessary, by learning that information as part of a broader medical examination conducted in private by a medical practitioner? ☒ Yes ☐ No

115.15 (f)

- Does the facility/agency train security staff in how to conduct cross-gender pat down searches in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs? ☒ Yes ☐ No

- Does the facility/agency train security staff in how to conduct searches of transgender and intersex inmates in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☒ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☐ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.15(a) The Mini-Cassia Criminal Justice Center's Policy 15.1 details that cross gender strip searches are prohibited unless exigent circumstances exist. However, the policy does not give any examples of exigent circumstances to advise staff what would be considered exigent circumstances. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

Only medical practitioners can perform intrusive or invasive body cavity searches under all circumstances. There weren't any cross-gender strip searches done in the 12 months prior to the audit for the auditor to review.

115.15(b) The Mini-Cassia Criminal Justice Center policy states that male staff are prohibited from conducting pat down searches of female inmates except in exigent circumstances. However, the policy does not give any examples of exigent circumstances to advise staff what would be considered exigent circumstances. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

In the past 12 months, no cross-gender pat down searches of female inmates have been conducted. Interviews with female inmates confirmed that female deputies conduct all pat down searches of female inmates and the facility does not restrict female inmate's programming or other out-of-cell activities when a female deputy is not available to conduct a pat down search.

115.15(c) The Mini-Cassia Criminal Justice Center requires that all cross-gender strip searches of male and female inmates and all cross-gender pat down searches of female inmates must be documented and explain the exigent circumstances that required the search. During the 12 months prior to the audit, no searches of this type were done so there was no documentation to review

115.15(d) The Mini-Cassia Criminal Justice Center policy and practice ensures that inmates are able to shower, perform bodily functions, and change clothing with privacy except in exigent circumstances. The policy does list examples of exigent circumstances as a guide for staff.

Policy and practice require announcement when staff of the opposite gender enter the housing unit and the shower/toilet areas. The auditor observed staff conducting rounds in cross gender housing units and announcing their presence entering the units by calling out "on tier". Interviews with inmates and staff confirm this is policy and actual practice of the policy on a consistent basis. If an inmate tells the deputy it is not clear, the deputy either waits to enter until it is clear or contacts a deputy of the same gender as the inmates in the housing unit to complete the security check.

115.15(e) Mini-Cassia Criminal Justice Center policy and practice prohibit searching or physically examining a transgender or intersex inmate for the sole purpose of determining the inmate's genital status. Interviews with staff confirmed they knew the policy and no searches of this type have been done.

115.15(f) The Mini-Cassia Criminal Justice Center has provided training to 100% of the staff regarding how to conduct cross gender pat down searches and searches of transgender and intersex inmates in a professional manner. Training is done during the FTO training phase after hire and at the P.O.S.T Basic Detention Academy. The SSgt. also teaches a cross-gender search class yearly in the block training and staff are required to watch the NIC online video, "Guidance on Cross-Gender and Transgender Pat Searches." Because of the extensive yearly training on cross-gender and transgender searches, the auditor finds that the Mini-Cassia Criminal Justice Center exceeds this part of the standard.

Interviews with staff indicated that they all were aware of how to physically conduct the searches and the importance of being professional during the searches. Policy requires that transgender and intersex inmates are allowed to designate their search preference and their requests are honored, when possible.

There were no transgender or intersex inmates in the facility at the time of the audit.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.1
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interviews with random inmates and staff
PREA training curriculum
P.O.S.T. PREA training curriculum
NIC online video, "Guidance on Cross-Gender and Transgender Pat Searches"
Training rosters of staff

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should add to policy examples of exigent circumstances to advise staff of when a cross-gender strip search or a cross-gender visual body cavity search might be allowed.
2. The Mini-Cassia Criminal Justice Center should add to policy examples of exigent circumstances to advise staff of when a male deputy might be justified to conduct a cross-gender pat down search of a female inmate.

All corrective action should be sent to the auditor within 180 days of the date of the interim report so that a final report can written.

Once the corrective action has been completed successfully, the Mini-Cassia Criminal Justice Center will exceed this standard because of the extensive training given in 115.15(f).

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has revised its PREA policy to say that the facility will not conduct cross-gender strip searches or cross-gender visual body cavity searches and has removed exigent circumstances from the policy.

2. The Mini-Cassia Criminal Justice Center has added to policy examples of exigent circumstances to advise staff of when a male deputy might be justified to conduct a cross-gender pat down search of a female inmate.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard and now exceeds the standard.

Standard 115.16: Inmates with disabilities and inmates who are limited English proficient

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.16 (a)

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who are deaf or hard of hearing? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect,

and respond to sexual abuse and sexual harassment, including: inmates who are blind or have low vision? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have intellectual disabilities? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have psychiatric disabilities? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: inmates who have speech disabilities? ☒ Yes ☐ No

- Does the agency take appropriate steps to ensure that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment, including: Other (if "other," please explain in overall determination notes)? ☒ Yes ☐ No

- Do such steps include, when necessary, ensuring effective communication with inmates who are deaf or hard of hearing? ☒ Yes ☐ No

- Do such steps include, when necessary, providing access to interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary? ☒ Yes ☐ No

- Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Have intellectual disabilities? ☒ Yes ☐ No

- Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Have limited reading skills? ☒ Yes ☐ No

- Does the agency ensure that written materials are provided in formats or through methods that ensure effective communication with inmates with disabilities including inmates who: Are blind or have low vision? ☒ Yes ☐ No

115.16 (b)

- Does the agency take reasonable steps to ensure meaningful access to all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment to inmates who are limited English proficient? ☒ Yes ☐ No

- Do these steps include providing interpreters who can interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary? ☒ Yes ☐ No

115.16 (c)

- Does the agency always refrain from relying on inmate interpreters, inmate readers, or other types of inmate assistance except in limited circumstances where an extended delay in obtaining an effective interpreter could compromise the inmate's safety, the performance of first-response duties under §115.64, or the investigation of the inmate's allegations? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.16(a) The Mini-Cassia Criminal Justice Center's Policy 15.1 ensures that inmates with disabilities have an equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment. The steps include, when necessary to ensure effective communication with inmates who are deaf or hard of hearing, giving them the information to read and, if they can't read, providing access to a sign language interpreter from the patrol division of the Cassia County Sheriff's Office who can interpret effectively, accurately, and impartially. The Justice Center also has access to a video phone, if needed, and directions are in the fingerprint room on how to use the video phone. A staff member will read the information on reporting and responding to sexual abuse or sexual harassment to inmates who have low vision or are blind. There is also a flyer in braille that explains PREA. Inmates can purchase reading glasses off commissary or request a pair from the nurse. The Mini-Cassia Criminal Justice Center has a mental health provider who comes to the Justice Center weekly who can effectively communicate with inmates with psychiatric, intellectual or speech disabilities.

Staff have not received yearly training on PREA compliant practices for inmates with disabilities and inmates with limited English proficiency. The auditor reviewed the training curriculum and found that the information is missing from the training. Therefore, the auditor finds the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

The auditor interviewed one inmate who had a developmental disability and the inmate was very well versed on the agency's policies and procedures and was able to explain the zero-tolerance policy against sexual abuse and sexual harassment and could tell the auditor the various ways to report.

115.16(b) The Mini-Cassia Criminal Justice Center has established procedures to provide inmates with limited English proficiency equal opportunity to participate in or benefit from all aspects of the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment. Posters in both English and Spanish are hung on the wall of the housing units and explain how to report a sexual abuse or sexual harassment. The informational video on PREA is in both English and Spanish. And, the inmate handbook is available in both English and Spanish. The agency also has an agreement with a language line that provides immediate translation services via the telephone and staff sometimes use Google Translate. All detention staff have access to the language line and the instructions for use are available in the booking room. There are also seven deputies in the agency who speak fluent Spanish and who do a lot of interpretation as well as PREA training to the inmates who are limited English proficient. The county prosecutor speaks fluent Japanese and helps the Justice Center, when needed. There was one limited English proficient inmate in the facility at the time of the audit and the auditor interviewed the inmate with the help of a staff interpreter. The inmate was able to tell the auditor about the zero-tolerance policy for sexual abuse and sexual harassment and knew how to report an incident.

115.16(c) Mini-Cassia Criminal Justice Center Policy 15.1 prohibits the facility from using inmate interpreters, readers, or other inmate assistants except in limited circumstances where safety could be compromised waiting for other assistance. The Justice Center reports that there have been no instances in the past 12 months where inmate interpreters have been used. Interviews with random staff confirmed that inmate interpreters are not used unless there are exigent circumstances and no one could remember a time that inmate interpreters were used.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.1
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Sheriff Jay Heward,
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interviews with random facility staff
Interview with disabled inmate
Interview with one limited English proficient inmate
Samples of PREA posters and pamphlets translated into Spanish
Inmate handbook in both English and Spanish
PREA video in both English and Spanish
PREA flyer in Braille
Yearly PREA training curriculum for staff

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should provide training to staff in how to ensure inmates who are disabled or are limited English deficient receive training on PREA and how to report sexual abuse or sexual harassment incidents.

All corrective action should be sent to the auditor within 180 days of the date of the interim report so that a final report can written.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center made changes to PREA curriculum by adding education discussing how deputies will help train all inmates with disabilities and limited English deficient inmates in PREA and how to report sexual abuse or sexual harassment incidents. On March 3, 4, and 10, 2020, all staff received the updated PREA training and a copy of the class rosters and signed verification of taking the training was sent to the auditor.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.17: Hiring and promotion decisions

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.17 (a)

- Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)? ☒ Yes ☐ No

- Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse? ☒ Yes ☐ No

- Does the agency prohibit the hiring or promotion of anyone who may have contact with inmates who has been civilly or administratively adjudicated to have engaged in the activity described in the question immediately above? ☒ Yes ☐ No

- Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (as defined in 42 U.S.C. 1997)? ☒ Yes ☐ No

- Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse? ☒ Yes ☐ No

- Does the agency prohibit the enlistment of services of any contractor who may have contact with inmates who has been civilly or administratively adjudicated to have engaged in the activity described in the question immediately above? ☒ Yes ☐ No

115.17 (b)

- Does the agency consider any incidents of sexual harassment in determining whether to hire or promote anyone who may have contact with inmates? ☒ Yes ☐ No

- Does the agency consider any incidents of sexual harassment in determining whether to enlist the services of any contractor who may have contact with inmates? ☒ Yes ☐ No

115.17 (c)

- Before hiring new employees, who may have contact with inmates, does the agency perform a criminal background records check? ☒ Yes ☐ No

- Before hiring new employees who may have contact with inmates, does the agency, consistent with Federal, State, and local law, make its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse? ☒ Yes ☐ No

115.17 (d)

- Does the agency perform a criminal background records check before enlisting the services of any contractor who may have contact with inmates? ☒ Yes ☐ No

115.17 (e)

- Does the agency either conduct criminal background records checks at least every five years of current employees and contractors who may have contact with inmates or have in place a system for otherwise capturing such information for current employees? ☒ Yes ☐ No

115.17 (f)

- Does the agency ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a) of this section in written applications or interviews for hiring or promotions? ☒ Yes ☐ No

- Does the agency ask all applicants and employees who may have contact with inmates directly about previous misconduct described in paragraph (a) of this section in any interviews or written self-evaluations conducted as part of reviews of current employees? ☒ Yes ☐ No

- Does the agency impose upon employees a continuing affirmative duty to disclose any such misconduct? ☒ Yes ☐ No

115.17 (g)

- Does the agency consider material omissions regarding such misconduct, or the provision of materially false information, grounds for termination? ☒ Yes ☐ No

115.17 (h)

- Does the agency provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon receiving a request from an institutional employer for whom such employee has applied to work? (N/A if providing information on substantiated allegations of sexual abuse or sexual harassment involving a former employee is prohibited by law.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.17(a) Mini-Cassia Criminal Justice Center's Policy 15.1 prohibits the hiring, promotion or retention of any employee who may have contact with inmates and will not enlist the services of any contractor that has the prohibited conduct specified in this standard. The background investigation also includes a criminal background check of all applicants for employment or contracting services. In addition to policy,

detention deputies are required to be state certified within one year of hire and the Idaho P.O.S.T. Academy requires a thorough background check on any detention employee who will be attending the P.O.S.T Academy.

115.17(b) The Mini-Cassia Criminal Justice Center considers any incidents of sexual harassment in determining whether to hire or promote anyone, or to enlist the services of any contractor, who may have contact with inmates.

115.17(c) In addition to conducting criminal background checks prior to hiring an applicant, the Mini-Cassia Criminal Justice Center contacts all prior institutional employers for information on substantiated allegations of sexual abuse or any pending investigations of allegations of sexual abuse. In the past 12 months, eight people have been hired who have contact with inmates and all of them have had extensive background and criminal history checks completed prior to their hiring.

115.17(d) Mini-Cassia Criminal Justice Center Policy 15.1 requires that a criminal background record check be completed before enlisting the services of any contractor who may have contact with inmates. In the past twelve months, the Mini-Cassia Criminal Justice Center has conducted criminal background record checks on all six contract employees who have been hired and have contact with inmates.

115.17(e) Mini-Cassia Criminal Justice Center Policy 15.1 requires a criminal background records check on all employees at least every five years. Documentation provided at the audit confirmed that the Mini-Cassia Criminal Justice Center is completing a criminal background records check on all current employees and contractors at least every five years. All employees have one at hire and everyone in the Criminal Justice Center had one January 5, 2017. The Criminal Justice Center has decided to do a background on all employees at the same time and will do them every two to three years.

115.17(f) The Mini-Cassia Criminal Justice Center Policy repeats the standard exactly. However, the questions are not asked on the application, but instead, are asked during the conditional offer of employment. Nothing is currently in place to ask on promotion interviews. The facility does not ask the questions of employees at self-evaluations but plans to ask them at the yearly PREA training. The auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard and policy is not detailed and practice matching policy is not in place.

Per policy, employees have a continuing affirmative duty to disclose any misconduct.

115.17(g) The Mini-Cassia Criminal Justice Center Policy 15.1 states that material omissions regarding such misconduct or provision of materially false information shall be grounds for termination.

115.17(h) Policy requires the request for information on former employees be forwarded to the Sheriff or authorized designee to provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.1
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Idaho P.O.S.T. IDAPA Rules
Idaho Jail Standards

List of employee background checks

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should revise the PREA policy to describe exactly what will be done for new hires, promotion boards, and employee disclosures to ascertain whether or not they have participated in the prohibited behaviors listed in the standard.
2. The Mini-Cassia Criminal Justice Center should develop practices that match the policy.

The revised policy and verification that practice is in place should be sent to the auditor within 180 of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has revised its PREA policy to describe exactly what will be done for new hires, employee disclosures, and promotion boards. The policy lists the three questions that will be asked at the conditional offer of employment, at the annual PREA training to employees and contract employees, and to applicants of promotion boards.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.18: Upgrades to facilities and technologies

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.18 (a)

- If the agency designed or acquired any new facility or planned any substantial expansion or modification of existing facilities, did the agency consider the effect of the design, acquisition, expansion, or modification upon the agency's ability to protect inmates from sexual abuse? (N/A if agency/facility has not acquired a new facility or made a substantial expansion to existing facilities since August 20, 2012, or since the last PREA audit, whichever is later.)
  ☐ Yes ☐ No ☒ NA

115.18 (b)

- If the agency installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology, did the agency consider how such technology may enhance the agency's ability to protect inmates from sexual abuse? (N/A if agency/facility has not installed or updated a video monitoring system, electronic surveillance system, or other monitoring technology since August 20, 2012, or since the last PREA audit, whichever is later.)
  ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.18(a) The Cassia County Sheriff's Office and Mini-Cassia Criminal Justice Center haven't had any acquisitions of new facilities or substantial expansions or modifications of the current Criminal Justice since August 20, 2015.

115.18(b) The Mini-Cassia Criminal Justice Center has both internal and external video camera monitoring. Cameras are positioned on all external entrances and exits from the building. Cameras internally are located in hallways, dayrooms, holding cells, support services areas, and internal entrances into the building. Camera views of the toilets and shower areas have been blacked out or they are shielded from the cameras so there can be no viewing on monitors. The facility has added an entire new camera and monitoring system. And, last year, a camera with audio was installed in the kitchen. Monitoring of the cameras can be done in Control, the Sergeant's Office, the Justice Center's Classification Office, and the administrative offices.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Mini-Cassia Criminal Justice Center's schematic of camera placement throughout the facility
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

RESPONSIVE PLANNING

Standard 115.21: Evidence protocol and forensic medical examinations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.21 (a)

- If the agency is responsible for investigating allegations of sexual abuse, does the agency follow a uniform evidence protocol that maximizes the potential for obtaining usable physical evidence for administrative proceedings and criminal prosecutions? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA

115.21 (b)

- Is this protocol developmentally appropriate for youth where applicable? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA

- Is this protocol, as appropriate, adapted from or otherwise based on the most recent edition of the U.S. Department of Justice's Office on Violence Against Women publication, "A National Protocol for Sexual Assault Medical Forensic Examinations, Adults/Adolescents," or similarly comprehensive and authoritative protocols developed after 2011? (N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA

115.21 (c)

- Does the agency offer all victims of sexual abuse access to forensic medical examinations, whether on-site or at an outside facility, without financial cost, where evidentiarily or medically appropriate? ☒ Yes ☐ No

- Are such examinations performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs) where possible? ☒ Yes ☐ No

- If SAFEs or SANEs cannot be made available, is the examination performed by other qualified medical practitioners (they must have been specifically trained to conduct sexual assault forensic exams)? ☒ Yes ☐ No

- Has the agency documented its efforts to provide SAFEs or SANEs? ☐ Yes ☐ No N/A

115.21 (d)

- Does the agency attempt to make available to the victim a victim advocate from a rape crisis center? ☒ Yes ☐ No

- If a rape crisis center is not available to provide victim advocate services, does the agency make available to provide these services a qualified staff member from a community-based organization, or a qualified agency staff member? (N/A if the agency *always* makes a victim advocate from a rape crisis center available to victims.) ☒ Yes ☐ No ☐ NA

- Has the agency documented its efforts to secure services from rape crisis centers? ☒ Yes ☐ No

115.21 (e)

- As requested by the victim, does the victim advocate, qualified agency staff member, or qualified community-based organization staff member accompany and support the victim through the forensic medical examination process and investigatory interviews? ☒ Yes ☐ No

- As requested by the victim, does this person provide emotional support, crisis intervention, information, and referrals? ☒ Yes ☐ No

115.21 (f)

- If the agency itself is not responsible for investigating allegations of sexual abuse, has the agency requested that the investigating agency follow the requirements of paragraphs (a) through (e) of this section? (N/A if the agency/facility is responsible for conducting criminal AND administrative sexual abuse investigations.) ☒ Yes ☐ No ☐ NA

115.21 (g)

- Auditor is not required to audit this provision.

115.21 (h)

- If the agency uses a qualified agency staff member or a qualified community-based staff member for the purposes of this section, has the individual been screened for appropriateness to serve in this role and received education concerning sexual assault and forensic examination issues in general? (N/A if agency *always* makes a victim advocate from a rape crisis center available to victims.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.21(a - b) The Cassia County Sheriff's Office and Mini-Cassia Criminal Justice Center follow the Idaho Policing Policy Uniform Evidence Collection protocol that contains details for obtaining physical evidence for administrative and criminal investigations of sexual abuse. This protocol is used by the Cassia County Detective Division when conducting criminal investigations inside and outside the detention facility. The protocol is developmentally appropriate for youth but it is rare for youthful inmates to be held in the facility. The medical facility, Cassia Regional Medical Center, that Cassia County takes its' sexual assault victims to for a forensic exam, when needed, has its own protocol for collecting the forensic evidence.

115.21(c) Cassia County Criminal Justice's Policy 15.2 states that victims of sexual abuse are offered access to forensic medical examinations where evidentiary or medically appropriate. There is no financial cost to the victim. The facility they take them to is the Cassia Regional Medical Center in Burley, Idaho. When possible, examinations are performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs). When SANEs or SAFEs are not available, a qualified medical practitioner performs a forensic medical examination. Attempts to get a SAFE or SANE are documented. This information is based on the policy as there were no forensic medical examinations performed during the last twelve months.

115.21(d) The Mini-Cassia Criminal Justice Center has an MOU with Voices Against Violence located in Twin Falls, Idaho to provide rape crisis services and counseling to victims of sexual assault. Voices Against Violence has a 24/7 help line inmates can call for support services. This information is provided to inmates on a reporting poster on the wall of each housing unit. A phone interview with Voices Against Violence confirmed that they will provide on-site crisis intervention to the Cassia County Sheriff's Office in the same manner as they provide other crisis intervention to local law enforcement when a victim discloses rape or sexual assault. That crisis intervention includes mental health counseling upon release, advocacy services, and trauma counseling, when needed.

When Voices Against Violence are unable to respond, the Mini-Cassia Criminal Justice Center will provide advocacy services through an agreement with the Fifth District Victim Witness Coordinator who is based out of Minidoka County. The facility has also made arrangements with a local school counselor to assist as a backup advocate, if needed.

115.21(e) The Mini-Cassia Criminal Justice Center Policy 15.2 ensures that a victim's advocate, upon request from the inmate, accompanies and supports the victim through the forensic medical examination process and investigatory interviews and provides emotional support, crisis intervention, information and referrals as warranted. The Mini-Cassia Criminal Justice Center has a mental health provider to provide on-site mental health counseling, when needed, and the mental health counselor is trained in the trauma of sexual assault. There have been no forensic medical examinations done during the last twelve months and a victim's advocate has not been requested or used by inmates.

115.21(f) The Mini-Cassia Criminal Justice Center has two investigators who work inside the Justice Center to conduct administrative investigations. If the administrative investigation appears to involve criminal elements, the team will refer the investigation to the Cassia County Detective Division. All investigations that allegedly involve staff, or may have some conflict of interest, are referred outside the

agency to another law enforcement agency. An interview with the Sheriff confirmed that the Sheriff or Undersheriff will call in another agency when there is a conflict of interest. All people in the agency involved in the investigations have had the specialized training for investigators in a confinement center and all detectives have had training on sexual assault investigations. All PREA complaints are investigated for possible criminal activity and the Cassia County Sheriff's Office maintains a close working relationship with the County Prosecutor. Once the criminal investigation is concluded by either the Detective Division or an outside agency, the case will be referred back to the Mini-Cassia Criminal Justice Center for further administrative investigation, (excluding internal investigations of staff) and disciplinary sanctions, if warranted.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.2
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Sheriff Jay Heward
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interview with Cassia County Sheriff's Office Criminal Investigator
Interview with Voices Against Violence
MOU with Voices Against Violence
Idaho Policing Policy Uniform Evidence Collection Protocol

Standard 115.22: Policies to ensure referrals of allegations for investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.22 (a)

- Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual abuse? ☒ Yes ☐ No

- Does the agency ensure an administrative or criminal investigation is completed for all allegations of sexual harassment? ☒ Yes ☐ No

115.22 (b)

- Does the agency have a policy and practice in place to ensure that allegations of sexual abuse or sexual harassment are referred for investigation to an agency with the legal authority to conduct criminal investigations, unless the allegation does not involve potentially criminal behavior? ☒ Yes ☐ No

- Has the agency published such policy on its website or, if it does not have one, made the policy available through other means? ☒ Yes ☐ No

- Does the agency document all such referrals? ☒ Yes ☐ No

115.22 (c)

- If a separate entity is responsible for conducting criminal investigations, does the policy describe the responsibilities of both the agency and the investigating entity? (N/A if the agency/facility is responsible for criminal investigations. See 115.21(a).) ☒ Yes ☐ No ☐ NA

115.22 (d)

- Auditor is not required to audit this provision.

115.22 (e)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.22(a - b) The Mini-Cassia Criminal Justice Center has two investigators who work inside the Justice Center to conduct administrative investigations. If the administrative investigation appears to involve criminal elements, the Undersheriff, who is the Jail Administrator, will refer the investigation to the Cassia County Detective Division. All investigations that allegedly involve staff or are a conflict of interest are referred outside the agency to another law enforcement agency. All people involved in the investigations have had the specialized training for investigators in a confinement center and all detectives have had training on sexual assault investigations. All PREA complaints are investigated for possible criminal activity and the Cassia County Sheriff's Office maintains a close working relationship with the County Prosecutor. Once the criminal investigation is concluded by either the Detective Division or an outside agency, the case will be referred back to the Mini-Cassia Criminal Justice Center for further administrative investigation, (excluding internal investigations of staff) and disciplinary sanctions,

if warranted. Documentation showed that seven allegations of sexual harassment were investigated with all seven of them administrative investigations. All investigations were completed. Three allegations were staff-on-inmate sexual harassment and one was substantiated, one was unsubstantiated, and one was determined to be unfounded. Four allegations were inmate-on-inmate sexual harassment and two were substantiated, one was unsubstantiated, and one was unfounded.

Five allegations of sexual abuse were reported. All five were inmate-on-inmate and were investigated as possibly being criminal. Two were substantiated and one inmate refused to press charges and the other case has been referred for prosecution and is still pending. One other was unsubstantiated and two were unfounded.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.2
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Cassia County Sheriff's Office website: www.cassiacounty.org
Interview with Sheriff Jay Heward
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interviews with administrative investigators and criminal investigators
PREA Investigator training certificates for Cassia County Investigators
Logs of sexual abuse and sexual harassment allegations and subsequent investigations

TRAINING AND EDUCATION

Standard 115.31: Employee training

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.31 (a)

- Does the agency train all employees who may have contact with inmates on its zero-tolerance policy for sexual abuse and sexual harassment? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on how to fulfill their responsibilities under agency sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on inmates' right to be free from sexual abuse and sexual harassment ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on the right of inmates and employees to be free from retaliation for reporting sexual abuse and sexual harassment? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on the dynamics of sexual abuse and sexual harassment in confinement? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on the common reactions of sexual abuse and sexual harassment victims? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on how to detect and respond to signs of threatened and actual sexual abuse? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on how to avoid inappropriate relationships with inmates? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on how to communicate effectively and professionally with inmates, including lesbian, gay, bisexual, transgender, intersex, or gender nonconforming inmates? ☒ Yes ☐ No
- Does the agency train all employees who may have contact with inmates on how to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities? ☒ Yes ☐ No

115.31 (b)

- Is such training tailored to the gender of the inmates at the employee's facility? ☒ Yes ☐ No
- Have employees received additional training if reassigned from a facility that houses only male inmates to a facility that houses only female inmates, or vice versa? ☒ Yes ☐ No

115.31 (c)

- Have all current employees who may have contact with inmates received such training? ☒ Yes ☐ No

- Does the agency provide each employee with refresher training every two years to ensure that all employees know the agency's current sexual abuse and sexual harassment policies and procedures? ☒ Yes ☐ No

- In years in which an employee does not receive refresher training, does the agency provide refresher information on current sexual abuse and sexual harassment policies? ☒ Yes ☐ No

115.31 (d)

- Does the agency document, through employee signature or electronic verification, that employees understand the training they have received? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☒ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☐ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.31(a) Mini-Cassia Criminal Justice Center's Policy 15.3 requires that employees receive one hour of PREA training every year. Documentation provided included a lesson plan on each of the eleven topics and a detailed power point presentation that was very comprehensive and covered all but one of the topics. The curriculum did not have #10 in it which is "how to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities." Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.31(b) The training is tailored to the gender of the inmates at the Mini-Cassia Criminal Justice Center which houses both female and male inmates. There is only one facility so all employees are trained to work with both genders and there are no reassignments to care for one gender or the other.

115.31(c) The staff are given yearly refresher training and also participate in the yearly Idaho Sheriffs' Association detention training classes which have information on PREA yearly. And, the staff receive training on any policy updates involving PREA on a yearly basis at staff meetings. The FTO training

program for new hires also has extensive PREA training in it. Interviews with random staff revealed that the staff have extensive training on PREA and are very knowledgeable on the topics. Because of the extent of yearly training the staff receives on PREA, the auditor finds that the Mini-Cassia Criminal Justice Center exceeds this part of the standard.

115.31(d) Documentation confirmed through employee signatures that 100% have received this yearly training and that the employees understand the training they received. Interviews of random staff also reflected that all have extensive yearly training in PREA standards and practices.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.3
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
PREA Training Curriculum
Staff rosters and description of training received
PREA Acknowledgement form for employees
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interviews with random staff

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should add the subject "how to comply with relevant laws related to mandatory reporting of sexual abuse to the outside authorities" to its yearly training curriculum.
2. The Mini-Cassia Criminal Justice Center should include this training in the curriculum for the 2020 training.

This addition to the curriculum and verification of the staff training should be sent to the auditor within 180 days of the date of this interim report.

When the corrective action has been successfully completed, the Mini-Cassia Criminal Justice Center will exceed this standard because of 115.31(c).

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center added a slide to their yearly PREA training curriculum on "how to comply with relevant laws related to mandatory reporting of sexual abuse to the outside authorities". On March 3, 4, and 10, 2020, all staff received the updated PREA training and a copy of the class rosters and signed verification of taking the training was sent to the auditor.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with, and exceeds, this standard because of 115.31(c).

Standard 115.32: Volunteer and contractor training

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.32 (a)

- Has the agency ensured that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures? ☒ Yes ☐ No

115.32 (b)

- Have all volunteers and contractors who have contact with inmates been notified of the agency's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents (the level and type of training provided to volunteers and contractors shall be based on the services they provide and level of contact they have with inmates)? ☒ Yes ☐ No

115.32 (c)

- Does the agency maintain documentation confirming that volunteers and contractors understand the training they have received? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.32(a) Mini-Cassia Criminal Justice Center's Policy 15.3 requires all volunteers and contractors who may have contact with inmates be trained on PREA requirements. The training curriculum includes a very comprehensive power point presentation that covers all the required topics and is the same curriculum given to employees. Ninety volunteers and individual contractors who have contact with inmates have been trained in PREA requirements during the last twelve months. This totals 100 % that have been trained and are authorized to enter the facility. The SSgt. or Lt. conduct this training monthly for new volunteers and contract employees

115.32 All volunteers and contract employees receive the same power point training that is given to regular employees.

115.32 All volunteers and contractors are required to sign that they have received the training and understand it. The facility maintains that documentation.

There were no volunteers available to interview at the time of the audit. One contract employee was interviewed (food services) and compliance was found with this standard.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.3
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
PREA Training curriculum
PREA Acknowledgement Form for volunteers and contractors
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interview with a contract employee

Standard 115.33: Inmate education

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.33 (a)

- During intake, do inmates receive information explaining the agency's zero-tolerance policy regarding sexual abuse and sexual harassment? ☒ Yes ☐ No

- During intake, do inmates receive information explaining how to report incidents or suspicions of sexual abuse or sexual harassment? ☒ Yes ☐ No

115.33 (b)

- Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Their rights to be free from sexual abuse and sexual harassment? ☒ Yes ☐ No

- Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Their rights to be free from retaliation for reporting such incidents? ☒ Yes ☐ No

- Within 30 days of intake, does the agency provide comprehensive education to inmates either in person or through video regarding: Agency policies and procedures for responding to such incidents? ☒ Yes ☐ No

115.33 (c)

- Have all inmates received the comprehensive education referenced in 115.33(b)? ☒ Yes ☐ No

- Do inmates receive education upon transfer to a different facility to the extent that the policies and procedures of the inmate's new facility differ from those of the previous facility? ☒ Yes ☐ No

115.33 (d)

- Does the agency provide inmate education in formats accessible to all inmates including those who are limited English proficient? ☒ Yes ☐ No

- Does the agency provide inmate education in formats accessible to all inmates including those who are deaf? ☒ Yes ☐ No

- Does the agency provide inmate education in formats accessible to all inmates including those who are visually impaired? ☒ Yes ☐ No

- Does the agency provide inmate education in formats accessible to all inmates including those who are otherwise disabled? ☒ Yes ☐ No

- Does the agency provide inmate education in formats accessible to all inmates including those who have limited reading skills? ☒ Yes ☐ No

115.33 (e)

- Does the agency maintain documentation of inmate participation in these education sessions? ☒ Yes ☐ No

115.33 (f)

- In addition to providing such education, does the agency ensure that key information is continuously and readily available or visible to inmates through posters, inmate handbooks, or other written formats? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.33(a - c) The Mini-Cassia Criminal Justice Center reports that 2259 inmates have been admitted in the past twelve months to the facility and all have been provided with comprehensive information during the intake, booking, and classification process. All inmates in the Mini-Cassia Criminal Justice Center receive information at intake and a deputy explains the zero-tolerance policy, and explains how to report a sexual abuse or sexual harassment. The inmate signs that he or she has received this information and a handbook that also has PREA information inside. Within 72 hours, but normally at booking, a staff member does an extensive screening for risk and discusses the PREA information again with the inmates. Within fourteen days of booking, the inmate receives comprehensive PREA education by watching a video and meeting with the PREA Coordinator or a staff member who will explain the inmate's rights under PREA and how to report.

115.33(d) The Mini-Cassia Criminal Justice Center ensures that key information is continuously available to inmates through posters, flyers, and inmate handbooks. PREA posters are displayed in the dayrooms with the abuse hotline number by the phones. Posters and pamphlets are displayed in English and Spanish. The handbook is also available in a Spanish version. The facility provides translation services for all PREA educational materials for inmates with disabilities and limited English proficient.

Interviews with random inmates revealed that the majority of inmates are retaining the information they are provided through the video, handbook, posters and flyers. All of the interviews with inmates confirmed that they received training and information on PREA at booking and after booking. All stated that information is posted on the wall of the housing unit, is on the kiosk and tablets, and is in the inmate handbook on how to report a sexual abuse or sexual harassment. All knew they could access a hotline number on the phone. The majority of inmates knew that there was a counseling service available and it was a free call. Most knew there were ways to report an incident outside the facility

such as third party and the advocacy service. The majority of the inmates said they feel safe in the Mini-Cassia Criminal Justice Center and several felt that the training on PREA was too excessive as they get it in every facility they are in and feel it is overdone.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.3
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
PREA Inmate Acknowledgement Form and random signatures
Inmate Handbook
PREA pamphlets displayed in dayrooms
PREA Posters displayed in dayrooms
Interviews with random inmates
Interviews with facility intake staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.34: Specialized training: Investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.34 (a)

- In addition to the general training provided to all employees pursuant to §115.31, does the agency ensure that, to the extent the agency itself conducts sexual abuse investigations, its investigators receive training in conducting such investigations in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).) ☒ Yes ☐ No ☐ NA

115.34 (b)

- Does this specialized training include techniques for interviewing sexual abuse victims? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).) ☒ Yes ☐ No ☐ NA

- Does this specialized training include proper use of Miranda and Garrity warnings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).) ☒ Yes ☐ No ☐ NA

- Does this specialized training include sexual abuse evidence collection in confinement settings? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).) ☒ Yes ☐ No ☐ NA

- Does this specialized training include the criteria and evidence required to substantiate a case for administrative action or prosecution referral? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)
  ☒ Yes ☐ No ☐ NA

115.34 (c)

- Does the agency maintain documentation that agency investigators have completed the required specialized training in conducting sexual abuse investigations? (N/A if the agency does not conduct any form of administrative or criminal sexual abuse investigations. See 115.21(a).)
  ☒ Yes ☐ No ☐ NA

115.34 (d)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ **Exceeds Standard**
(*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.34(a) The Mini-Cassia Criminal Justice Center's Policy 15.3 requires that all of its employees who investigate sexual abuse and sexual harassment allegations in the facility receive the specialized training for conducting such investigations in confinement settings. The investigators are required to take the on line PREA Investigators course, "Investigating Sexual Abuse in a Confinement Setting" available through the PREA Resource Center and the National Institute of Corrections or the classroom course when it is available. One of the investigators has taken the actual classroom course of "Investigating Sexual Abuse in a Confinement Setting."

115.34(b) Specialized 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 action or prosecution referral. Detectives from the Cassia County Sheriff's Detective Division have also had additional training in sexual abuse investigations for their job requirements and are very familiar with the proper use of Miranda and Garrity warning as they use them frequently in their job duties.

115.34(c) The auditor reviewed the Certificates of Completion for the five criminal investigators and two administrative investigators who took the investigator's specialized training. Two of the investigators work in the Justice Center and five are in the Detective Division.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.3
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Objectives for the online course, "Investigating Sexual Abuse in a Confinement Setting"
Training documentation for investigators completing the specialized training
Interviews with facility investigators
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.35: Specialized training: Medical and mental health care

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.35 (a)

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to detect and assess signs of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) ☒ Yes ☐ No ☐ NA

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to preserve physical evidence of sexual abuse? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) ☒ Yes ☐ No ☐ NA

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how to respond effectively and professionally to victims of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) ☒ Yes ☐ No ☐ NA

- Does the agency ensure that all full- and part-time medical and mental health care practitioners who work regularly in its facilities have been trained in how and to whom to report allegations or suspicions of sexual abuse and sexual harassment? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.)
  ☒ Yes ☐ No ☐ NA

115.35 (b)

- If medical staff employed by the agency conduct forensic examinations, do such medical staff receive appropriate training to conduct such examinations? (N/A if agency medical staff at the facility do not conduct forensic exams *or* the agency does not employ medical staff.)
  ☒ Yes ☐ No ☐ NA

115.35 (c)

- Does the agency maintain documentation that medical and mental health practitioners have received the training referenced in this standard either from the agency or elsewhere? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners who work regularly in its facilities.) ☒ Yes ☐ No ☐ NA

115.35 (d)

- Do medical and mental health care practitioners employed by the agency also receive training mandated for employees by §115.31? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners employed by the agency.)
  ☒ Yes ☐ No ☐ NA

- Do medical and mental health care practitioners contracted by or volunteering for the agency also receive training mandated for contractors and volunteers by §115.32? (N/A if the agency does not have any full- or part-time medical or mental health care practitioners contracted by or volunteering for the agency.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.35(a) The Mini-Cassia Criminal Justice Center contracts with Taylor McAllister to provide medical care at the facility. The medical provider comes to the facility one time a week to provide a clinic for the inmates. A nurse is an employee of the Justice Center and is on duty five days a week and is on call at other times. A mental health practitioner comes into the facility one day a week to treat inmates. An interview with the nurse confirmed that they are provided in-depth training on their responsibilities under PREA. Specialized training includes the four elements required by this PREA standard. The number of medical and mental health practitioners who work regularly at the facility and have the training is three.

115.35(b) The medical contractor does not conduct forensic exams at the Mini-Cassia Criminal Justice Center. Victims of sexual abuse are transported to The Cassia Regional Medical Center in Burley, Idaho for the exam, when medically appropriate.

115.35(c - d) The agency maintains documentation that all medical and mental health practitioners who work at the facility have received specialized training provided by the facility and listed in (a) of this standard. Medical and mental health care practitioners also receive the training mandated for other employees of the facility.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.3
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
PREA Acknowledgement Form for Contractors and Employees
Interview with Mini-Cassia Criminal Justice Center Nurse
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

SCREENING FOR RISK OF SEXUAL VICTIMIZATION AND ABUSIVENESS

Standard 115.41: Screening for risk of victimization and abusiveness

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.41 (a)

- Are all inmates assessed during an intake screening for their risk of being sexually abused by other inmates or sexually abusive toward other inmates? ☒ Yes ☐ No

- Are all inmates assessed upon transfer to another facility for their risk of being sexually abused by other inmates or sexually abusive toward other inmates? ☒ Yes ☐ No

115.41 (b)

- Do intake screenings ordinarily take place within 72 hours of arrival at the facility? ☒ Yes ☐ No

115.41 (c)

- Are all PREA screening assessments conducted using an objective screening instrument? ☒ Yes ☐ No

115.41 (d)

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (1) Whether the inmate has a mental, physical, or developmental disability? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (2) The age of the inmate? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (3) The physical build of the inmate? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (4) Whether the inmate has previously been incarcerated? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (5) Whether the inmate's criminal history is exclusively nonviolent? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (6) Whether the inmate has prior convictions for sex offenses against an adult or child? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (7) Whether the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex, or gender nonconforming (the facility affirmatively asks the inmate about his/her sexual orientation and gender identity AND makes a subjective determination based on the screener's perception whether the inmate is gender non-conforming or otherwise may be perceived to be LGBTI)? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (8) Whether the inmate has previously experienced sexual victimization? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (9) The inmate's own perception of vulnerability? ☒ Yes ☐ No

- Does the intake screening consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization: (10) Whether the inmate is detained solely for civil immigration purposes? ☒ Yes ☐ No

115.41 (e)

- In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, as known to the agency, prior acts of sexual abuse? ☒ Yes ☐ No

- In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, as known to the agency, prior convictions for violent offenses? ☒ Yes ☐ No

- In assessing inmates for risk of being sexually abusive, does the initial PREA risk screening consider, as known to the agency, history of prior institutional violence or sexual abuse? ☒ Yes ☐ No

115.41 (f)

- Within a set time period not more than 30 days from the inmate's arrival at the facility, does the facility reassess the inmate's risk of victimization or abusiveness based upon any additional, relevant information received by the facility since the intake screening? ☒ Yes ☐ No

115.41 (g)

- Does the facility reassess an inmate's risk level when warranted due to a referral? ☒ Yes ☐ No

- Does the facility reassess an inmate's risk level when warranted due to a request? ☒ Yes ☐ No

- Does the facility reassess an inmate's risk level when warranted due to an incident of sexual abuse? ☒ Yes ☐ No

- Does the facility reassess an inmate's risk level when warranted due to receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness? ☒ Yes ☐ No

115.41 (h)

- Is it the case that inmates are not ever disciplined for refusing to answer, or for not disclosing complete information in response to, questions asked pursuant to paragraphs (d)(1), (d)(7), (d)(8), or (d)(9) of this section? ☒ Yes ☐ No

115.41 (i)

- Has the agency implemented appropriate controls on the dissemination within the facility of responses to questions asked pursuant to this standard in order to ensure that sensitive information is not exploited to the inmate's detriment by staff or other inmates? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☒ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☐ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.41(a - b) Mini-Cassia Criminal Justice Center's Policy 15.4 requires the Booking Deputy to complete an initial PREA risk assessment on inmates when they booked into the facility and the risk assessment is reviewed by Classification to assign safe housing. After the housing is assigned, the Classification Sergeant will review the decision to verify the inmate is being housed safely. The Mini-Cassia Criminal Justice Center reported that they screened 1152 inmates whose length of stay was for 72 hours or more during the prior twelve months. Lt. Renz and SSgt. Taylor explained that the majority of inmates are given the risk assessment at booking.

115.41(c - d) The risk assessments are completed on an objective screening instrument that covers all of the ten topical areas of information as detailed in this standard. The auditor reviewed six files of inmates and verified that the screening instrument is being used. The policy lists all ten topical areas and states they will be considered on the risk screening.

115.41(e) The screening instrument considers prior acts of sexual abuse, prior convictions for violent offenses, and history of prior institutional violence or sexual abuse as known to the agency.

115.41(f) A reassessment of the inmate within 30 days of booking is only done in response to alleged incidents of sexual abuse or sexual harassment instead of for every inmate in the facility for 30 days. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.41(g) Mini-Cassia Criminal Justice Center Policy 15.4 only requires that an inmate's risk level be reassessed when an incident of sexual abuse is alleged. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.41(h) The policy prohibits the Mini-Cassia Criminal Justice Center from disciplining inmates for refusing to answer or for not disclosing complete information on any of the screening questions listed in this standard. Because the Mini-Cassia Criminal Justice Center does not discipline inmates for refusing to answer or not disclose complete information on ANY of the questions for sexual victimization or abusiveness, the auditor finds that the Mini-Cassia Criminal Justice Center exceeds this part of the standard.

115.41(i) Policy states that strict controls are in place to prohibit staff from using the inmate's responses to the questions on the screening form to the detriment of the inmate. Policy states that if it does happen, the Detention Deputy will face termination or disciplinary action. The screening instruments are kept in the Sergeant's office so that staff can access them for classification purposes. Administrative staff are the only people who can authorize the screening instruments be accessed by anyone outside the detention facility.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.4
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Objective Risk Screening Instrument
Interview with Classification Sergeant
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interviews with random staff
Six random Inmate files

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should conduct a reassessment screening within 30 days of booking for all inmates and base it on any relevant information received by the facility since the intake screening. The Mini-Cassia Criminal Justice Center indicated that they will begin doing reassessments during the 14-day comprehensive education session.
2. The Mini-Cassia Criminal Justice Center should revise policy to require an inmate's risk level shall be reassessed when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness.

3. The Mini-Cassia Criminal Justice Center will begin the practice of conducting reassessments during the 14-day comprehensive education session and when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness.

All corrective action should be sent to the auditor within 180 of the date of the interim report.

Once the Mini-Cassia Criminal Justice Center has completed corrective action on this standard, the Justice Center will exceed the standard because of 115.41(h).

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has added to policy that it will conduct a reassessment screening within 30 days of booking for all inmates and base it on any relevant information received by the facility since the intake screening.
2. The Mini-Cassia Criminal Justice Center has revised policy to require an inmate's risk level shall be reassessed when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness.
3. The Mini-Cassia Criminal Justice Center has begun the practice of conducting reassessments during the 14-day comprehensive education session and when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with, and exceeds, this standard because of 115.41(h).

Standard 115.42: Use of screening information

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.42 (a)

- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Housing Assignments? ☒ Yes ☐ No

- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Bed assignments? ☒ Yes ☐ No

- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Work Assignments? ☒ Yes ☐ No

- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Education Assignments? ☒ Yes ☐ No

- Does the agency use information from the risk screening required by § 115.41, with the goal of keeping separate those inmates at high risk of being sexually victimized from those at high risk of being sexually abusive, to inform: Program Assignments? ☒ Yes ☐ No

115.42 (b)

- Does the agency make individualized determinations about how to ensure the safety of each inmate? ☒ Yes ☐ No

115.42 (c)

- When deciding whether to assign a transgender or intersex inmate to a facility for male or female inmates, does the **agency** consider, on a case-by-case basis whether a placement would ensure the inmate's health and safety, and whether a placement would present management or security problems (NOTE: if an agency by policy or practice assigns inmates to a male or female facility on the basis of anatomy alone, that agency is not in compliance with this standard)? ☒ Yes ☐ No

- When making housing or other program assignments for transgender or intersex inmates, does the agency consider on a case-by-case basis whether a placement would ensure the inmate's health and safety, and whether a placement would present management or security problems? ☒ Yes ☐ No

115.42 (d)

- Are placement and programming assignments for each transgender or intersex inmate reassessed at least twice each year to review any threats to safety experienced by the inmate? ☒ Yes ☐ No

115.42 (e)

- Are each transgender or intersex inmate's own views with respect to his or her own safety given serious consideration when making facility and housing placement decisions and programming assignments? ☒ Yes ☐ No

115.42 (f)

- Are transgender and intersex inmates given the opportunity to shower separately from other inmates? ☒ Yes ☐ No

115.42 (g)

- Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: lesbian, gay, and bisexual inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? (N/A if the agency has a dedicated facility, unit, or wing solely for the placement of LGBT or I inmates pursuant to a consent decree, legal settlement, or legal judgement.) ☒ Yes ☐ No ☐ NA

- Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: transgender inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? (N/A if the agency has a dedicated facility, unit, or wing solely for the placement of LGBT or I inmates pursuant to a consent decree, legal settlement, or legal judgement.) ☒ Yes ☐ No ☐ NA

- Unless placement is in a dedicated facility, unit, or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting lesbian, gay, bisexual, transgender, or intersex inmates, does the agency always refrain from placing: intersex inmates in dedicated facilities, units, or wings solely on the basis of such identification or status? (N/A if the agency has a dedicated facility, unit, or wing solely for the placement of LGBT or I inmates pursuant to a consent decree, legal settlement, or legal judgement.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☒ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☐ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.42(a) The Mini-Cassia Criminal Justice Center's Policy 15.4 requires that all information gathered during the intake and assessment process be used to ensure appropriate classification and placement of inmates into housing, work programs, and regular programs as well as any necessary security or protective precautions required to ensure the inmate's safety.

115.42(b) Detention deputies conduct all of the assessments and reassessments of inmates in the facility to make individualized determinations of how to ensure the safety of each inmate. The Classification Sergeant reviews all of the classifications that were made by the deputies to ensure the safety of the classification housing assignment. The classification instrument used is the Northpointe Decision Tree.

115.42(c) The Mini-Cassia Criminal Justice Center policy requires that Classification deputies, detention deputies, and other appropriate personnel carefully consider, on a case-by-case basis, whether placement of a transgender or intersex inmate in a particular housing and bed assignment will ensure the inmate's health and safety and whether or not that placement would present management or security issues. The Supervisor on shift will be notified of the placement.

115.42(d) Policy 15.4 requires that at least monthly, beginning with the intake date, the Justice Center will conduct a reassessment on all transgender and intersex inmates to review any threats of safety experienced by the inmate. The standard requires at least twice a year so the auditor finds that the Mini-Cassia Criminal Justice Center exceeds this part of the standard.

115.42(e) Transgender and intersex inmates are asked about their own view in respect to their safety while incarcerated in the facility and those considerations are given serious consideration by the Classification Officer when making housing, bed, and programming assignments.

115.42(f) Policy states that transgender and intersex inmates will be allowed to shower separately from other inmates. If the inmate requests to shower separately from other inmates, the inmate is taken to the intake shower room.

115.42(g) The Mini-Cassia Criminal Justice Center's Policy 15.4 prohibits placing lesbian, gay, bisexual, transgender or intersex inmates in a particular housing or bed assignment or other assignment based solely on such identifier or status unless the placement is ordered by a consent decree, legal settlement, or legal judgment of which the intent is the protection of inmates. The Mini-Cassia Criminal Justice Center is under no such legal restriction.

The Mini-Cassia Criminal Justice Center reported that they had one transgender inmate booked into the facility during the previous twelve months. The inmate was only in the facility for one day and was held in a holding cell for that day.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility exceeds the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.4
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Objective Screening Instrument
Interview with the Classification Sergeant
Interviews with random staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.43: Protective Custody

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.43 (a)

- Does the facility always refrain from placing inmates at high risk for sexual victimization in involuntary segregated housing unless an assessment of all available alternatives has been made, and a determination has been made that there is no available alternative means of separation from likely abusers? ☒ Yes ☐ No

- If a facility cannot conduct such an assessment immediately, does the facility hold the inmate in involuntary segregated housing for less than 24 hours while completing the assessment? ☒ Yes ☐ No

115.43 (b)

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Programs to the extent possible? ☒ Yes ☐ No

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Privileges to the extent possible? ☒ Yes ☐ No

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Education to the extent possible? ☒ Yes ☐ No

- Do inmates who are placed in segregated housing because they are at high risk of sexual victimization have access to: Work opportunities to the extent possible? ☒ Yes ☐ No

- If the facility restricts any access to programs, privileges, education, or work opportunities, does the facility document the opportunities that have been limited? (N/A if the facility *never* restricts access to programs, privileges, education, or work opportunities.) ☒ Yes ☐ No ☐ NA

- If the facility restricts any access to programs, privileges, education, or work opportunities, does the facility document the duration of the limitation? (N/A if the facility *never* restricts access to programs, privileges, education, or work opportunities.) ☒ Yes ☐ No ☐ NA

- If the facility restricts any access to programs, privileges, education, or work opportunities, does the facility document the reasons for such limitations? (N/A if the facility *never* restricts access to programs, privileges, education, or work opportunities.) ☒ Yes ☐ No ☐ NA

115.43 (c)

- Does the facility assign inmates at high risk of sexual victimization to involuntary segregated housing only until an alternative means of separation from likely abusers can be arranged? ☒ Yes ☐ No

- Does such an assignment not ordinarily exceed a period of 30 days? ☒ Yes ☐ No

115.43 (d)

- If an involuntary segregated housing assignment is made pursuant to paragraph (a) of this section, does the facility clearly document the basis for the facility's concern for the inmate's safety? ☒ Yes ☐ No

- If an involuntary segregated housing assignment is made pursuant to paragraph (a) of this section, does the facility clearly document the reason why no alternative means of separation can be arranged? ☒ Yes ☐ No

115.43 (e)

- In the case of each inmate who is placed in involuntary segregation because he/she is at high risk of sexual victimization, does the facility afford a review to determine whether there is a continuing need for separation from the general population EVERY 30 DAYS? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.43(a and d) The Mini-Cassia Criminal Justice Center's Policy 15.4 prohibits the Justice Center from placing inmates at high risk for sexual victimization in involuntary restrictive housing unless the determination has been made that this housing assignment best protects the safety of the inmate and a review of other alternatives failed to provide adequate safety from likely abusers. The inmate may be placed in involuntary restrictive housing for a time period, not to exceed 24 hours, in order to complete the assessment and find appropriate housing. The policy details the procedures taken to maintain compliance with this standard. Interviews with random staff and inmates revealed no incidents of involuntary housing being used for this purpose during the twelve months prior to the audit.

115.43(b) The policy requires any inmates placed in involuntary restrictive housing have access to programs, privileges, education and work opportunities to the extent possible. If opportunities are restricted, the Mini-Cassia Criminal Justice Center will document the event in which opportunities have been limited, the duration of the limitation, and the reasons for the limitations.

115.43(c) If no alternative housing can be found immediately, the inmate may normally be held in involuntary restrictive housing for no more than 30 days.

115.43(d) The involuntary restrictive housing of an inmate will be documented in the inmate's logs.

115.43(e) If an involuntary segregated housing assignment is made, a status review of the inmate will be completed every 30 days to determine if there is a continuing need to separate the inmate from the general population. All 30-day status reviews are documented.

At the time of the audit, there were no inmates assigned to involuntary segregated housing to separate them from likely abusers and none for the twelve months prior to the audit. Therefore, the auditor relied on the policies and procedures and the interviews of staff to verify this standard.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff and inmate interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.4
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Objective Risk Assessment Instrument
Idaho Jail Standards
Interviews with random staff and inmates
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

REPORTING

Standard 115.51: Inmate reporting

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.51 (a)

- Does the agency provide multiple internal ways for inmates to privately report sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the agency provide multiple internal ways for inmates to privately report retaliation by other inmates or staff for reporting sexual abuse and sexual harassment? ☒ Yes ☐ No

- Does the agency provide multiple internal ways for inmates to privately report staff neglect or violation of responsibilities that may have contributed to such incidents? ☒ Yes ☐ No

115.51 (b)

- Does the agency also provide at least one way for inmates to report sexual abuse or sexual harassment to a public or private entity or office that is not part of the agency? ☒ Yes ☐ No

- Is that private entity or office able to receive and immediately forward inmate reports of sexual abuse and sexual harassment to agency officials? ☒ Yes ☐ No

- Does that private entity or office allow the inmate to remain anonymous upon request? ☒ Yes ☐ No

- Are inmates detained solely for civil immigration purposes provided information on how to contact relevant consular officials and relevant officials at the Department of Homeland Security? (N/A if the facility *never* houses inmates detained solely for civil immigration purposes) ☒ Yes ☐ No ☐ NA

115.51 (c)

- Does staff accept reports of sexual abuse and sexual harassment made verbally, in writing, anonymously, and from third parties? ☒ Yes ☐ No

- Does staff promptly document any verbal reports of sexual abuse and sexual harassment? ☒ Yes ☐ No

115.51 (d)

- Does the agency provide a method for staff to privately report sexual abuse and sexual harassment of inmates? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.51(a) The Mini-Cassia Criminal Justice Center clearly outlines multiple ways to privately report a sexual assault, sexual harassment, or retaliation from other inmates or staff for reporting sexual abuse or sexual harassment, and any staff neglect that may have contributed to sexual abuse of sexual harassment. Policy states inmates may report to a staff member, detention deputy, detention or agency administration, volunteers, third party, hotline, kite, inmate concern form, personal letter to staff or administration. However, not all of these are in the handbook, on the poster, or on the Inmate Guidance Form. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.51(b) The Mini-Cassia Criminal Justice Center has made arrangements with Voices Against Violence to take reports of sexual abuse or sexual harassment from inmates in the facility and report them to the Mini-Cassia Criminal Justice Center. Contact information for Voices Against Violence is posted in the housing units and calls to them are free of charge. There is also a Rape Reporting hotline on the inmate phones that goes to the phone company who contacts the agency when they get a report. The facility also notifies inmates they can contact a family member, friend, attorney or anyone else outside the agency that they feel comfortable calling.

Policy says that inmates can contact the Cassia County Prosecutor's Office Victim Advocate, Cassia County Sheriff's Office, Minidoka Co Sheriff's Office, and Crisis Center of Magic Valley. The Sheriff's Offices do not count for this part of the standard as they are part of the agency. There is no written or verbal agreement with the Prosecutor's Office or the Crisis Center? These outside sources are not listed in the handbook, poster, or on the Inmate Guidance Form and there is no agreement with these agencies. All ways to report given to inmates must be the same as policy. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

Inmates are rarely detained solely on civil immigration holds, but the agency has in policy that these inmates are provided information on how to contact relevant consular officials and relevant officials of the Department of Homeland Security. This information is given to inmates on posters in their housing units.

115.51(c) The Mini-Cassia Criminal Justice Center's Policy 15.5 requires all staff to accept reports made verbally, in writing, anonymously, and from third parties. All allegations are documented promptly upon

receipt and reported to a supervisor who will initiate the investigation. This part of the policy and practice was verified by interviews with random staff.

115.51(d) There is nothing in Mini-Cassia Criminal Justice Center policy that staff can privately report sexual abuse and sexual harassment to anyone. Interviews with staff revealed that all of them feel comfortable going to anyone in the chain of command up to, and including, the Sheriff. However, there is nothing specifically in place. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

Interviews with staff clearly demonstrate they are very knowledgeable about PREA and the variety of methods to report sexual abuse and sexual harassment.

Interviews with inmates clearly demonstrate they are very knowledgeable about how to report a sexual abuse or sexual harassment. All stated they had information given to them at booking, watched a video and were given comprehensive education within fourteen days of booking. There are posters and flyers posted in every housing unit that explain how to report. All stated they could talk to a deputy or medical staff and that they could report anonymously, verbally, in writing or any third party. All knew they could access a hotline number on the phone that is a free call and could contact family and friends to make a report. And, the majority knew they could call a counselor for support or to report an incident and that calls to the counseling center are free and unmonitored.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.5
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Inmate Handbook
Inmate Guidance Form
PREA flyers displayed in dayrooms in both English and Spanish
PREA Posters displayed in dayrooms in both English and Spanish
Inmate Orientation Video in both English and Spanish
Interviews with random inmates
Interviews with random staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should revise either policy or materials given to inmates to ensure that reporting methods for sexual abuse and sexual assault are the same in both policy and information given to inmates.
2. The Mini-Cassia Criminal Justice Center should develop a method for staff to privately report a sexual abuse or sexual harassment of inmates.
3. The Mini-Cassia Criminal Justice Center should add to the policy the method created and ensure that staff are trained in the avenues to privately report.

The Mini-Cassia Criminal Justice Center should send the revised policy, verification of practices, and materials to the auditor within 180 days of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has updated all posters that are posted throughout the jail with updated information to inform inmates how they can report to someone outside the facility. Cell block flyers are posted in both English and Spanish inside every cell block with the updated information. The Inmate Handbook has also been updated. The relevant policy has been revised.

2. The Mini-Cassia Criminal Justice Center has developed a method for staff to privately report a sexual abuse or sexual harassment of inmates.

3. The Mini-Cassia Criminal Justice Center has revised the PREA policy to instruct staff how they can privately report the sexual abuse or sexual harassment of an inmate. It has been added to the PREA training curriculum and all staff has been trained on the policy and the policy and class rosters were sent to the auditor.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.52: Exhaustion of administrative remedies

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.52 (a)

- Is the agency exempt from this standard? NOTE: The agency is exempt ONLY if it does not have administrative procedures to address inmate grievances regarding sexual abuse. This does not mean the agency is exempt simply because an inmate does not have to or is not ordinarily expected to submit a grievance to report sexual abuse. This means that as a matter of explicit policy, the agency does not have an administrative remedies process to address sexual abuse. ☒ Yes ☐ No

115.52 (b)

- Does the agency permit inmates to submit a grievance regarding an allegation of sexual abuse without any type of time limits? (The agency may apply otherwise-applicable time limits to any portion of a grievance that does not allege an incident of sexual abuse.) (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the agency always refrain from requiring an inmate to use any informal grievance process, or to otherwise attempt to resolve with staff, an alleged incident of sexual abuse? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (c)

- Does the agency ensure that: An inmate who alleges sexual abuse may submit a grievance without submitting it to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the agency ensure that: Such grievance is not referred to a staff member who is the subject of the complaint? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (d)

- Does the agency issue a final agency decision on the merits of any portion of a grievance alleging sexual abuse within 90 days of the initial filing of the grievance? (Computation of the 90-day time period does not include time consumed by inmates in preparing any administrative appeal.) (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- If the agency claims the maximum allowable extension of time to respond of up to 70 days per 115.52(d)(3) when the normal time period for response is insufficient to make an appropriate decision, does the agency notify the inmate in writing of any such extension and provide a date by which a decision will be made? (N/A if agency is exempt from this standard.)
☐ Yes ☐ No ☒ NA

- At any level of the administrative process, including the final level, if the inmate does not receive a response within the time allotted for reply, including any properly noticed extension, may an inmate consider the absence of a response to be a denial at that level? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (e)

- Are third parties, including fellow inmates, staff members, family members, attorneys, and outside advocates, permitted to assist inmates in filing requests for administrative remedies relating to allegations of sexual abuse? (N/A if agency is exempt from this standard.)
☐ Yes ☐ No ☒ NA

- Are those third parties also permitted to file such requests on behalf of inmates? (If a third-party files such a request on behalf of an inmate, the facility may require as a condition of processing the request that the alleged victim agree to have the request filed on his or her behalf, and may also require the alleged victim to personally pursue any subsequent steps in the administrative remedy process.) (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- If the inmate declines to have the request processed on his or her behalf, does the agency document the inmate's decision? (N/A if agency is exempt from this standard.)
☐ Yes ☐ No ☒ NA

115.52 (f)

- Has the agency established procedures for the filing of an emergency grievance alleging that an inmate is subject to a substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- After receiving an emergency grievance alleging an inmate is subject to a substantial risk of imminent sexual abuse, does the agency immediately forward the grievance (or any portion thereof that alleges the substantial risk of imminent sexual abuse) to a level of review at which immediate corrective action may be taken? (N/A if agency is exempt from this standard.). ☐ Yes ☐ No ☒ NA

- After receiving an emergency grievance described above, does the agency provide an initial response within 48 hours? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- After receiving an emergency grievance described above, does the agency issue a final agency decision within 5 calendar days? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the initial response and final agency decision document the agency's determination whether the inmate is in substantial risk of imminent sexual abuse? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the initial response document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

- Does the agency's final decision document the agency's action(s) taken in response to the emergency grievance? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

115.52 (g)

- If the agency disciplines an inmate for filing a grievance related to alleged sexual abuse, does it do so ONLY where the agency demonstrates that the inmate filed the grievance in bad faith? (N/A if agency is exempt from this standard.) ☐ Yes ☐ No ☒ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The Mini-Cassia Criminal Justice Center is exempt from this standard as it does not require an inmate to

submit a grievance to report a sexual abuse or sexual harassment incident. If an inmate does submit a grievance, it is withdrawn from the grievance system and treated as a complaint rather than a grievance.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.5
Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.53: Inmate access to outside confidential support services

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.53 (a)

- Does the facility provide inmates with access to outside victim advocates for emotional support services related to sexual abuse by giving inmates mailing addresses and telephone numbers, including toll-free hotline numbers where available, of local, State, or national victim advocacy or rape crisis organizations? ☒ Yes ☐ No

- Does the facility provide persons detained solely for civil immigration purposes mailing addresses and telephone numbers, including toll-free hotline numbers where available of local, State, or national immigrant services agencies? (N/A if the facility *never* has persons detained solely for civil immigration purposes.) ☒ Yes ☐ No ☐ NA

- Does the facility enable reasonable communication between inmates and these organizations and agencies, in as confidential a manner as possible? ☒ Yes ☐ No

115.53 (b)

- Does the facility inform inmates, prior to giving them access, of the extent to which such communications will be monitored and the extent to which reports of abuse will be forwarded to authorities in accordance with mandatory reporting laws? ☒ Yes ☐ No

115.53 (c)

- Does the agency maintain or attempt to enter into memoranda of understanding or other agreements with community service providers that are able to provide inmates with confidential emotional support services related to sexual abuse? ☒ Yes ☐ No

- Does the agency maintain copies of agreements or documentation showing attempts to enter into such agreements? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.53(a and c) The Mini-Cassia Criminal Justice Center has an MOU with Voices Against Violence in Twin Falls, Idaho to provide advocacy and in-person support services to a victim of sexual abuse through the forensic medical examination process as well as the investigatory interview process. Advocates provide support, crisis intervention, mental health counseling when needed, information and referral services to the victim. Information on how to contact Voices Against Violence is on a poster that is posted in each housing unit but the information says for reporting and incident of sexual abuse or sexual harassment. There is no information about Voices Against Violence in the handbook and nothing tells the inmates they can contact Voices Against Violence for support services for a sexual abuse. They are only listed as a reporting agency for the inmates. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

The Mini-Cassia Criminal Justice Center enables communication between the advocate and the victim in as confidential manner as possible.

When Voices Against Violence is unavailable to provide advocacy services, the Mini-Cassia Criminal Justice Center uses either the District 5 Victim Witness Coordinator or a local school counselor who has agreed to assist as an advocate, when needed.

115.53(b) Prior to giving the inmate access to the advocate, the Mini-Cassia Criminal Justice Center Policy 15.5 states that the agency explains to the inmate that the communication will not be monitored and the advocate is offered free of charge to the inmate. The facility will also explain to the inmate that information may be relayed from the victim advocate in order to initiate and conduct an investigation into the sexual abuse allegation in accordance with mandatory reporting laws.

There have been no forensic medical examinations done during the past twelve months and a victim's advocate has not been requested or used by inmates so there was no documentation for the auditor to review.

Interviews of random inmates revealed that the majority were aware support services were available and knew that calls to the advocate were free. Most weren't sure who the advocates were.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.5
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
MOU between Voices Against Violence and Cassia County
PREA flyer
PREA Poster
Inmate Handbook
Acknowledgement Form
Interviews with random inmates
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Phone interview with Voices Against Violence

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should ensure that inmates are informed of the support services offered by Voices Against Violence and should add the information, along with the contact information to the Inmate Handbook.

A copy of the revised handbook and posters should be sent to the auditor within 180 days of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has edited the posters, cell block flyers, and Inmate Handbook to explain to inmates that Voices Against Violence is an outside support service that can be contacted for free unmonitored support services in the community for victims of Domestic Violence and Sexual Assault.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.54: Third-party reporting

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.54 (a)

- Has the agency established a method to receive third-party reports of sexual abuse and sexual harassment? ☒ Yes ☐ No

- Has the agency distributed publicly information on how to report sexual abuse and sexual harassment on behalf of an inmate? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.54(a) The Mini-Cassia Criminal Justice Center allows third parties to report a sexual abuse or sexual harassment incident on behalf of an inmate. The agency provides information on its website, www.cassiacounty.org on how to report a sexual abuse or sexual harassment of an inmate. The site does not provide a specific contact person to report to. The facility needs to provide specific people and contact numbers so that a report is not randomly made to any detention deputy or other person. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

The information explains that all reports of sexual abuse and sexual harassment are taken seriously and will be investigated.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Completed Pre-Audit Questionnaire completed by Lt. Dan Renz
Cassia County Website: www.cassiacounty.org

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should provide specific contacts at the facility for people to make a third-party report and should add these contacts to its website.

The facility will send the auditor a list of these specific contacts and will advise the auditor the information is on the website within 180 days of the date on this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has placed on its website contact information for several people so that anyone who wants to make a third-party report of a sexual abuse of an inmate can choose who to contact.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

OFFICIAL RESPONSE FOLLOWING AN INMATE REPORT

Standard 115.61: Staff and agency reporting duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.61 (a)

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of the agency? ☒ Yes ☐ No

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding retaliation against inmates or staff who reported an incident of sexual abuse or sexual harassment? ☒ Yes ☐ No

- Does the agency require all staff to report immediately and according to agency policy any knowledge, suspicion, or information regarding any staff neglect or violation of responsibilities that may have contributed to an incident of sexual abuse or sexual harassment or retaliation? ☒ Yes ☐ No

115.61 (b)

- Apart from reporting to designated supervisors or officials, does staff always refrain from revealing any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in agency policy, to make treatment, investigation, and other security and management decisions? ☒ Yes ☐ No

115.61 (c)

- Unless otherwise precluded by Federal, State, or local law, are medical and mental health practitioners required to report sexual abuse pursuant to paragraph (a) of this section? ☒ Yes ☐ No

- Are medical and mental health practitioners required to inform inmates of the practitioner's duty to report, and the limitations of confidentiality, at the initiation of services? ☒ Yes ☐ No

115.61 (d)

- If the alleged victim is under the age of 18 or considered a vulnerable adult under a State or local vulnerable persons statute, does the agency report the allegation to the designated State or local services agency under applicable mandatory reporting laws? ☒ Yes ☐ No

115.61 (e)

- Does the facility report all allegations of sexual abuse and sexual harassment, including third-party and anonymous reports, to the facility's designated investigators? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.61(a) The Mini-Cassia Criminal Justice Center Policy 15.6 requires staff to immediately report any suspected or alleged sexual abuse, sexual harassment, retaliation or neglect that occurred in a facility whether or not it is part of the agency. Interviews with random staff confirmed that this information is taught to staff in the yearly PREA training.

115.61(b) Policy 15.6 also prohibits staff from revealing any information related to a sexual abuse or sexual harassment report to anyone other than designated supervisors or officials and, to the extent necessary, to make treatment, investigation, and other security and management decisions. Interviews with random staff confirmed that this information is included in the yearly PREA training.

115.61(c) Medical and mental health practitioners within the facility are required to report sexual abuse that is disclosed to them by inmates and, at the initiation of services, must inform the inmate of their duty to report the incident and the limitations of confidentiality. An interview with the nurse revealed knowledge of the policy and confirmation that the nurse received the information in the PREA training.

115.61(d) If the alleged victim is under the age of 18, the Mini-Cassia Criminal Justice Center reports the allegation of sexual abuse to the Idaho Department of Children and Family Services. If the alleged victim is a "vulnerable adult" the report will be made to Idaho Adult Protection Services.

115.61(e) Practice is that all reports of allegations of sexual abuse and sexual harassment, including third-party and anonymous reports are forwarded to administrative investigators in the jail or the Cassia County Detective Division depending on the type of allegation made. However, this practice is not in the policy. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
PREA training curriculum
Interviews with random staff

Interview with a Mini-Cassia Criminal Justice nurse
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center will add to policy that reports of sexual abuse and sexual harassment will be forwarded to the agency's administrative or criminal investigators depending on the type of allegation made.

The Mini-Cassia Criminal Justice Center will send the revised policy to the auditor within 180 days of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has added to its PREA policy that reports of sexual abuse and sexual harassment will be forwarded to the agency's administrative or criminal investigators depending on the type of allegation made.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.62: Agency protection duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.62 (a)

- When the agency learns that an inmate is subject to a substantial risk of imminent sexual abuse, does it take immediate action to protect the inmate? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.62(a) The Mini-Cassia Criminal Justice Center reports that there have been no situations in the past twelve months where the facility determined an inmate was subject to a substantial risk of imminent sexual abuse. Inmates at substantial risk of imminent sexual abuse are either removed from the housing unit and reassigned to other appropriate housing or another facility that ensures the inmate's safety or the perpetrator is reassigned to another housing unit or another facility, depending on the circumstances of the situation. There will be direct monitoring of the victim in most circumstances and the victim will, if needed, will be referred to a counselor for emotional or psychological support.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interviews with random staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.63: Reporting to other confinement facilities

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.63 (a)

- Upon receiving an allegation that an inmate was sexually abused while confined at another facility, does the head of the facility that received the allegation notify the head of the facility or appropriate office of the agency where the alleged abuse occurred? ☒ Yes ☐ No

115.63 (b)

- Is such notification provided as soon as possible, but no later than 72 hours after receiving the allegation? ☒ Yes ☐ No

115.63 (c)

- Does the agency document that it has provided such notification? ☒ Yes ☐ No

115.63 (d)

- Does the facility head or agency office that receives such notification ensure that the allegation is investigated in accordance with these standards? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.63(a) The Mini-Cassia Criminal Justice Center Policy 15.6 requires the Jail Lieutenant or the PREA Coordinator report any abuse allegation received regarding an inmate abused at another facility to the agency head where the sexual abuse is alleged to have occurred.

115.63(b) Policy requires this notice to occur as soon as possible but no later than within 72 hours of receiving the allegation.

115.63(c) The notification from the Mini-Cassia Criminal Justice Center to the other agency is documented on the Discovery of Sexual Abuse Taken Place at Transferring Facility form. The Mini-Cassia Criminal Justice Center reported there have been no reports of this type during the twelve months prior to the audit.

115.63(d) The Mini-Cassia Criminal Justice Center does not have a policy in place that requires the facility head, upon notification from another agency that a sexual abuse has happened at the Criminal Justice Center, to ensure the allegation is investigated in accordance with the standard. Therefore, the auditor finds the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center will add to policy procedures to follow when they receive an allegation from another agency of sexual abuse that allegedly happened at their facility.

The Mini-Cassia Criminal Justice Center will send a copy of the revised policy to the auditor within 180 days of the receipt of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has added to its PREA policy the procedures to follow when the facility receives an allegation from another agency of sexual abuse that allegedly happened at the Mini-Cassia Criminal Justice Center.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.64: Staff first responder duties

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.64 (a)

- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Separate the alleged victim and abuser? ☒ Yes ☐ No

- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Preserve and protect any crime scene until appropriate steps can be taken to collect any evidence? ☒ Yes ☐ No

- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Request that the alleged victim not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence? ☒ Yes ☐ No

- Upon learning of an allegation that an inmate was sexually abused, is the first security staff member to respond to the report required to: Ensure that the alleged abuser does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating, if the abuse occurred within a time period that still allows for the collection of physical evidence? ☒ Yes ☐ No

115.64 (b)

- If the first staff responder is not a security staff member, is the responder required to request that the alleged victim not take any actions that could destroy physical evidence, and then notify security staff? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☒ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☐ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.64(a) The Mini-Cassia Criminal Justice Center Policy 15.6 outlines in policy and a detailed first responder checklist, the responsibilities of all staff members receiving an allegation of sexual abuse. The checklist and policy details in depth the following guidelines for the first responder and includes much more:

(1) Separate the alleged victim and abuser;
(2) Preserve and protect any crime scene until appropriate steps can be taken to collect any evidence;
(3) If the abuse occurred within a time period that still allows for the collection of physical evidence, request that the alleged victim not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating; and
(4) If the abuse occurred within a time period that still allows for the collection of physical evidence, ensure that the alleged abuser does not take any actions that could destroy physical evidence, including, as appropriate, washing, brushing teeth, changing clothes, urinating, defecating, smoking, drinking, or eating.

There was also a very detailed checklist of the supervisor's responsibilities when an allegation of sexual abuse is made. The checklist details what to do with both the alleged victim and alleged abuser and staff must sign that they understand all of the responsibilities. Therefore, the auditor finds that with the creation and use of these detailed checklists the facility exceeds this part of the standard.

The Mini-Cassia Criminal Justice Center reported that in the past twelve months, there were four allegations that an inmate was sexually abused in the facility but none were to the level of needing a forensic exam. The inmates were simply separated and an investigation done.

115.64(b) Policy states that when the first staff responder is not a security staff member, he or she shall request that the alleged victim not take any actions that could destroy physical evidence and then notify security staff immediately. There were no incidents in which a non-security staff member was the first responder during the audit cycle.

Interviews with random staff and supervisors confirmed that staff are very knowledgeable in their duties as a first responder to a sexual abuse or sexual harassment incident, are familiar with the First Responder Checklist and the Supervisor's Checklist and have received the training in their yearly PREA training.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility exceeds the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
First Responder's Checklist
Supervisor's Checklist
Interviews with random staff
Interview with facility nurse
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.65: Coordinated response

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.65 (a)

- Has the facility developed a written institutional plan to coordinate actions among staff first responders, medical and mental health practitioners, investigators, and facility leadership taken in response to an incident of sexual abuse? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.65(a) The Mini-Cassia Criminal Justice Center's Policy 15.6 requires a coordinated response plan that coordinates the actions of first responders, medical and mental health practitioners, investigators, and facility leadership. The plan is in the policy and outlines the responsibilities of first responders, shift supervisors, medical practitioners, mental health practitioners, Administration, and administrative and criminal investigators. There are also detailed checklists for first responders and supervisors that are used upon receiving a PREA allegation and ensures all steps in the plan are completed in a thorough and timely manner.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Coordinated Response Plan
Response checklists of First Responders and Shift Supervisors
Interviews with investigators
Interviews with random staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Interview with Shift Supervisor

Standard 115.66: Preservation of ability to protect inmates from contact with abusers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.66 (a)

- Are both the agency and any other governmental entities responsible for collective bargaining on the agency's behalf prohibited from entering into or renewing any collective bargaining agreement or other agreement that limits the agency's ability to remove alleged staff sexual abusers from contact with any inmates pending the outcome of an investigation or of a determination of whether and to what extent discipline is warranted? ☒ Yes ☐ No

115.66 (b)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The Cassia County Sheriff's Office and Criminal Justice Center do not have any collective bargaining agreements in place and have not had any at any time. Cassia County Sheriff's Office is non-union and, therefore, has no union collective bargaining agreements. Therefore, the auditor determined that this standard is not applicable to the Cassia County Sheriff's Office and Criminal Justice Center.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Sheriff Jay Heward
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.67: Agency protection against retaliation

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.67 (a)

- Has the agency established a policy to protect all inmates and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff? ☒ Yes ☐ No

- Has the agency designated which staff members or departments are charged with monitoring retaliation? ☒ Yes ☐ No

115.67 (b)

- Does the agency employ multiple protection measures, such as housing changes or transfers for inmate victims or abusers, removal of alleged staff or inmate abusers from contact with victims, and emotional support services, for inmates or staff who fear retaliation for reporting sexual abuse or sexual harassment or for cooperating with investigations? ☒ Yes ☐ No

115.67 (c)

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor the conduct

and treatment of inmates or staff who reported the sexual abuse to see if there are changes that may suggest possible retaliation by inmates or staff? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor the conduct and treatment of inmates who were reported to have suffered sexual abuse to see if there are changes that may suggest possible retaliation by inmates or staff? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Act promptly to remedy any such retaliation? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor any inmate disciplinary reports? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor inmate housing changes? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor inmate program changes? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor negative performance reviews of staff? ☒ Yes ☐ No

- Except in instances where the agency determines that a report of sexual abuse is unfounded, for at least 90 days following a report of sexual abuse, does the agency: Monitor reassignments of staff? ☒ Yes ☐ No

- Does the agency continue such monitoring beyond 90 days if the initial monitoring indicates a continuing need? ☒ Yes ☐ No

115.67 (d)

- In the case of inmates, does such monitoring also include periodic status checks?
  ☒ Yes ☐ No

115.67 (e)

- If any other individual who cooperates with an investigation expresses a fear of retaliation, does the agency take appropriate measures to protect that individual against retaliation?
  ☒ Yes ☐ No

115.67 (f)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.67(a and d) Mini-Cassia Criminal Justice Center's Policy 15.6 prohibits retaliation against inmates or staff members who report sexual abuse or sexual harassment and requires monitoring of the inmate or staff member for retaliation. The retaliation monitoring is done by SSgt. Shannon Taylor, the PREA Compliance Manager.

115.67(b) Policy states that the Justice Center will protect inmates and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse or sexual harassment investigations from retaliation by other inmates or staff. Monitoring will include direct monitoring of the victim by detention staff for unusual or abnormal behavior, housing reassignments or transfers for the victim, removal of alleged staff or inmates from contact with the victim, and referral for psychological support to the victim, if needed. Such protections shall be afforded via housing changes to separate victims from abusers, removal of alleged staff members from contact with victims, and emotional support services for inmates or staff members who fear retaliation.

115.67(c) Mini-Cassia Criminal Justice Center's Policy 15.6 requires monitoring the conduct and treatment of inmates and staff who report sexual abuse or sexual harassment and of inmates who were reported to have suffered sexual abuse for signs of changes that may suggest possible retaliation and shall act promptly to remedy any such retaliation. The facility reported it does the monitoring for 13 weeks but nothing is in policy that addresses the length of time. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.67(d) Policy does not require periodic status checks in the retaliation monitoring. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.67(e) The Mini-Cassia Criminal Justice Center takes appropriate measures to protect from retaliation any individual who expresses a fear of retaliation.

During the twelve months prior to the audit, there were six allegations of sexual harassment and six allegations of sexual abuse. The retaliation monitoring of the reporting inmates showed no instances of retaliation for reporting sexual harassment.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager
Investigation reports and retaliation monitoring

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should add to its policy that retaliation monitoring will continue for 90 days.
2. The Mini-Cassia Criminal Justice Center should add to its policy that retaliation monitoring will include periodic status checks.

The revised policy will be sent to the auditor within 180 days of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has added to its PREA policy that retaliation monitoring will continue for 90 days.
2. The Mini-Cassia Criminal Justice Center has added to its policy that retaliation monitoring will include periodic status checks.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.68: Post-allegation protective custody

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.68 (a)

- Is any and all use of segregated housing to protect an inmate who is alleged to have suffered sexual abuse subject to the requirements of § 115.43? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.68(a) The Mini-Cassia Criminal Justice Center Policy 15.6 prohibits the Classification Officers from placing inmates who allege to have suffered sexual abuse in involuntary restrictive housing unless the determination has been made that this housing assignment best protects the safety of the inmate and a review of other alternatives failed to provide adequate safety from likely abusers. When inmates are placed in involuntary restrictive housing in order to separate the victim from the abuser, the placement is only for the time needed to finish the investigation and find alternative housing. The policy details the procedures taken to maintain compliance with this standard. Interviews with random staff and inmates revealed no incidents of involuntary housing being used for this purpose. There were no inmates in involuntary restrictive housing for this purpose for the auditor to interview and the Mini-Cassia Criminal Justice Center reported that no inmates have been placed in involuntary restrictive house for this purpose during the twelve months prior to the audit.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.6
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interviews with random staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

INVESTIGATIONS

Standard 115.71: Criminal and administrative agency investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.71 (a)

- When the agency conducts its own investigations into allegations of sexual abuse and sexual harassment, does it do so promptly, thoroughly, and objectively? [N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.21(a).] ☒ Yes ☐ No ☐ NA

- Does the agency conduct such investigations for all allegations, including third party and anonymous reports? [N/A if the agency/facility is not responsible for conducting any form of criminal OR administrative sexual abuse investigations. See 115.21(a).] ☒ Yes ☐ No ☐ NA

115.71 (b)

- Where sexual abuse is alleged, does the agency use investigators who have received specialized training in sexual abuse investigations as required by 115.34? ☒ Yes ☐ No

115.71 (c)

- Do investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data? ☒ Yes ☐ No

- Do investigators interview alleged victims, suspected perpetrators, and witnesses? ☒ Yes ☐ No

- Do investigators review prior reports and complaints of sexual abuse involving the suspected perpetrator? ☒ Yes ☐ No

115.71 (d)

- When the quality of evidence appears to support criminal prosecution, does the agency conduct compelled interviews only after consulting with prosecutors as to whether compelled interviews may be an obstacle for subsequent criminal prosecution? ☒ Yes ☐ No

115.71 (e)

- Do agency investigators assess the credibility of an alleged victim, suspect, or witness on an individual basis and not on the basis of that individual's status as inmate or staff? ☒ Yes ☐ No

- Does the agency investigate allegations of sexual abuse without requiring an inmate who alleges sexual abuse to submit to a polygraph examination or other truth-telling device as a condition for proceeding? ☒ Yes ☐ No

115.71 (f)

- Do administrative investigations include an effort to determine whether staff actions or failures to act contributed to the abuse? ☒ Yes ☐ No

- Are administrative investigations documented in written reports that include a description of the physical evidence and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings? ☒ Yes ☐ No

115.71 (g)

- Are criminal investigations documented in a written report that contains a thorough description of the physical, testimonial, and documentary evidence and attaches copies of all documentary evidence where feasible? ☒ Yes ☐ No

115.71 (h)

- Are all substantiated allegations of conduct that appears to be criminal referred for prosecution? ☒ Yes ☐ No

115.71 (i)

- Does the agency retain all written reports referenced in 115.71(f) and (g) for as long as the alleged abuser is incarcerated or employed by the agency, plus five years? ☒ Yes ☐ No

115.71 (j)

- Does the agency ensure that the departure of an alleged abuser or victim from the employment or control of the agency does not provide a basis for terminating an investigation? ☒ Yes ☐ No

115.71 (k)

- Auditor is not required to audit this provision.

115.71 (l)

- When an outside entity investigates sexual abuse, does the facility cooperate with outside investigators and endeavor to remain informed about the progress of the investigation? (N/A if an outside agency does not conduct administrative or criminal sexual abuse investigations. See 115.21(a).) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.71(a) Mini-Cassia Criminal Justice Center policy 15.7 requires that investigators initiate an investigation immediately upon receiving an allegation of sexual abuse or sexual harassment. Administrative investigations are done by the detention investigators, criminal by the Cassia County Detective Division, and, when staff are allegedly involved, the case is referred by the Sheriff to an outside law enforcement agency. This is done promptly, thoroughly, and objectively for all allegations, including third-party and anonymous reports

115.71(b) There are two investigators assigned to investigate sexual abuse and sexual harassment in the Mini-Cassia Criminal Justice Center and five investigators from the Cassia County Detective Division. A review of training certificates and a training roster confirm that all seven investigators have had the specialized training for investigators. This training was the NIC online training, "Investigating Sexual Abuse in a Confinement Setting" and the classroom session. This training included 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 action or referral to the prosecutor for criminal charges. In addition, all criminal allegations are investigated by detectives who have had extensive training on sexual abuse investigations and use Miranda and Garrity warnings frequently in their regular jobs.

115.71(c) Interviews with both administrative and criminal investigators confirmed that upon initiation of an investigation into a sexual abuse allegation, the investigators gather and preserve direct and circumstantial evidence, including any available physical and DNA evidence and any available electronic monitoring data, interview alleged victims, suspected perpetrators, and witnesses. and review prior complaints and reports of sexual abuse involving the suspected perpetrator.

115.71(d) Unless the allegation is an immediately recognizable criminal investigation, investigations will be initiated as an administrative investigation. All administrative investigations are done by Mini-Cassia Criminal Justice Center investigators. If there is any indication that the investigation appears to support criminal prosecution, the Justice Center investigators will confer with prosecutors before using compelled interviews. However, it is rare for this to happen as the administrative investigators alert the supervisor if the investigation appears to have criminal elements and the case is referred to the Cassia County Detective Division to initiate a criminal investigation. The Cassia County Detectives are aware of when compelled interviews are an obstacle to prosecution as they use them frequently in their regular job. In

the interview with a criminal investigator, the investigator stated that they would contact the prosecutor before using compelled interview if the investigator had any doubts about the interview.

115.71(e) Mini-Cassia Criminal Justice Center Policy 15.7 requires that the credibility of the alleged victim will be assessed on a case-by-case basis and shall not be determined by the person's status as an inmate. During interviews with investigators they confirmed that this was practice as well as policy. The investigator also stated that inmates will be treated humanely while receiving the same response to their allegations of sexual abuse or sexual harassment as someone from outside the facility would receive.

Inmates who allege sexual abuse are not required to submit to a polygraph examination or other truth-telling device as a condition for proceeding with the investigation.

115.71(f) Policy does not require administrative investigations include an effort to determine whether staff actions or failures to act contributed to the abuse; and be documented in written reports that include a description of the physical and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings. Therefore, the auditor finds the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.71(g and h) Mini-Cassia Criminal Justice Center's Policy 15.7 and interviews with criminal investigators confirm that comprehensive reports are written at the conclusion of criminal investigations and the reports fully describe any physical, testimonial, and documentary evidence gathered, considered, or relied on. Substantiated criminal investigations are referred for prosecution, when warranted. During the twelve months prior to the audit, there have been two allegations of sexual abuse that have been referred for prosecution. One misdemeanor battery charge is still pending and the other refused to press charges.

115.71(i) Mini-Cassia Criminal Justice Center Policy 15.7 requires all written reports referenced in 115.71(f and g) are retained for as long as the alleged abuser is incarcerated or employed by the agency, plus five years.

115.71(j) If an alleged abuser or victim leaves the facility or the employ of the agency, the investigation will continue and will not be terminated until it is officially closed with a determination. This practice was confirmed by interviews with investigators.

115.71(l) When an outside law enforcement agency is assigned to an investigation, the Cassia County Sheriff's Office and Criminal Justice Center will cooperate fully with the investigators and will stay informed as to the progress of the investigation. Interviews with Cassia County investigators explained that there is a very good working relationship between the Cassia County Sheriff's Office and the agencies that would assist in investigations.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center Policy 15.7
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Objectives for the online and classroom course, "Investigating Sexual Abuse in a Confinement Setting"
Training documentation for investigators completing the specialized training
Interviews with administrative and criminal investigators
Interview with Sheriff Jay Heward

Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should add to its policy guidelines for Administrative Investigations that are listed in the standard.

The Mini-Cassia Criminal Justice Center will send the revised policy to the auditor within 180 days of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has added to its PREA policy guidelines for conducting administrative investigations that includes an effort to determine whether staff actions or failures to act contributed to the abuse and shall be documented in written reports that include a description of the physical and testimonial evidence, the reasoning behind credibility assessments, and investigative facts and findings.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.72: Evidentiary standard for administrative investigations

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.72 (a)

- Is it true that the agency does not impose a standard higher than a preponderance of the evidence in determining whether allegations of sexual abuse or sexual harassment are substantiated? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.72(a) Mini-Cassia Criminal Justice Center's Policy 15.7 requires the Cassia County Sheriff's Office to impose no standard higher than a preponderance of evidence in determining whether allegations of sexual abuse or sexual harassment in administrative investigations are substantiated. Interviews with investigators confirmed that this is the standard of determination of substantiation.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Min-Cassia Criminal Justice Center's Policy 15.7
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interviews with investigative staff
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.73: Reporting to inmates

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.73 (a)

- Following an investigation into an inmate's allegation that he or she suffered sexual abuse in an agency facility, does the agency inform the inmate as to whether the allegation has been determined to be substantiated, unsubstantiated, or unfounded? ☒ Yes ☐ No

115.73 (b)

- If the agency did not conduct the investigation into an inmate's allegation of sexual abuse in an agency facility, does the agency request the relevant information from the investigative agency in order to inform the inmate? (N/A if the agency/facility is responsible for conducting administrative and criminal investigations.) ☒ Yes ☐ No ☐ NA

115.73 (c)

- Following an inmate's allegation that a staff member has committed sexual abuse against the inmate, unless the agency has determined that the allegation is unfounded, or unless the inmate has been released from custody, does the agency subsequently inform the inmate whenever: The staff member is no longer posted within the inmate's unit? ☒ Yes ☐ No

- Following an inmate's allegation that a staff member has committed sexual abuse against the inmate, unless the agency has determined that the allegation is unfounded, or unless the inmate has been released from custody, does the agency subsequently inform the inmate whenever: The staff member is no longer employed at the facility? ☒ Yes ☐ No

- Following an inmate's allegation that a staff member has committed sexual abuse against the inmate, unless the agency has determined that the allegation is unfounded, or unless the inmate has been released from custody, does the agency subsequently inform the inmate whenever: The agency learns that the staff member has been indicted on a charge related to sexual abuse in the facility? ☒ Yes ☐ No

- Following an inmate's allegation that a staff member has committed sexual abuse against the inmate, unless the agency has determined that the allegation is unfounded, or unless the inmate has been released from custody, does the agency subsequently inform the inmate whenever: The agency learns that the staff member has been convicted on a charge related to sexual abuse within the facility? ☒ Yes ☐ No

115.73 (d)

- Following an inmate's allegation that he or she has been sexually abused by another inmate, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been indicted on a charge related to sexual abuse within the facility? ☒ Yes ☐ No

- Following an inmate's allegation that he or she has been sexually abused by another inmate, does the agency subsequently inform the alleged victim whenever: The agency learns that the alleged abuser has been convicted on a charge related to sexual abuse within the facility? ☒ Yes ☐ No

115.73 (e)

- Does the agency document all such notifications or attempted notifications? ☒ Yes ☐ No

115.73 (f)

- Auditor is not required to audit this provision.

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.73(a) Mini-Cassia Criminal Justice Center Policy 15.7 requires upon completion of any administrative or criminal investigation of sexual abuse or sexual harassment in the facility, the facility will inform the inmate as to whether the allegation was determined to be substantiated, unsubstantiated, or unfounded. The Mini-Cassia Criminal Justice Center reported that seven allegations of sexual harassment were made and five allegations of sexual abuse were made. All twelve of the inmates making the allegations were informed as to the determination of the investigation.

115.73(b) When an outside law enforcement agency is brought in to conduct an investigation, the inmate will be notified of the outcome when it is known. The Criminal Justice Center reports there have been no reports of sexual abuse investigated by an outside agency in the last twelve months.

115.73(c) Mini-Cassia Criminal Justice Policy 15.7 is consistent with the standard for notification when an employee has sexually abused an inmate. The Mini-Cassia Criminal Justice Center reported that no allegations of this type were reported during the twelve months prior to the audit.

115.73(d) The policy is consistent with this standard. The Mini-Cassia Criminal Justice Center has had two incidents of inmate-on-inmate sexual abuse that were referred for criminal charges during the past twelve months. One inmate refused to press charges and one misdemeanor battery is pending.

115.73(e) Policy requires that notifications to inmates are documented but they have not been documented. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard.

115.73(f) The Mini-Cassia Criminal Justice Center's obligation to report under this standard terminates if the inmate is released from the facility before the investigation has been completed.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.7
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with administrative and criminal investigators

Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should begin documenting notifications to inmates.

The Criminal Justice Center will send the auditor verification that notifications to inmates of the results of investigations into allegations of sexual abuse and sexual harassment are being made. This verification will be sent within 180 days of the date of this interim report.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has created a form to document the notification given to inmates as to the outcome of the investigation. A meeting is held between the inmate and PREA Compliance Manager to go over the form and discuss the findings. A copy of one of these forms and meeting with an inmate was attached for the auditor to review.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

DISCIPLINE

Standard 115.76: Disciplinary sanctions for staff

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.76 (a)

- Are staff subject to disciplinary sanctions up to and including termination for violating agency sexual abuse or sexual harassment policies? ☒ Yes ☐ No

115.76 (b)

- Is termination the presumptive disciplinary sanction for staff who have engaged in sexual abuse? ☒ Yes ☐ No

115.76 (c)

- Are disciplinary sanctions for violations of agency policies relating to sexual abuse or sexual harassment (other than actually engaging in sexual abuse) commensurate with the nature and circumstances of the acts committed, the staff member's disciplinary history, and the sanctions imposed for comparable offenses by other staff with similar histories? ☒ Yes ☐ No

115.76 (d)

- Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Law enforcement agencies (unless the activity was clearly not criminal)? ☒ Yes ☐ No

- Are all terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, reported to: Relevant licensing bodies? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.76(a - c) Mini-Cassia Criminal Justice Center Policy 15.8 requires any staff member found in violation of the agency sexual abuse or sexual harassment policies is subject to progressive discipline which includes sanctions up to and including termination. Progressive discipline considers the circumstances, the staff member's disciplinary history, and sanctions imposed for comparable offenses by other staff with similar histories when imposing sanctions. Termination is the presumptive disciplinary sanction for staff who have engaged in sexual abuse of an inmate.

The Mini-Cassia Criminal Justice Center reported that one incident of staff-on-inmate sexual abuse was reported and determined to be substantiated but was substantiated as sexual harassment, not sexual abuse. Discipline was issued to the staff member.

115,76(d) All terminations for violations of agency sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, shall be reported to any relevant licensing bodies. All terminations and resignations are reported to Idaho P.O.S.T and, if the case involves possible criminal charges, an investigation is done by Idaho P.O.S.T as well.

The Mini-Cassia Criminal Justice Center reports that in the past twelve months, there has been no staff member from the facility who has been terminated (or resigned prior to termination) for violating agency sexual abuse or sexual harassment policies. There has been one staff member in the past twelve months who has been disciplined for violations of the agency sexual abuse or sexual harassment policies. There has been no staff member that has been reported to law enforcement, Idaho P.O.S.T., or any other licensing boards for violating agency policies.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.8
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.77: Corrective action for contractors and volunteers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.77 (a)

- Is any contractor or volunteer who engages in sexual abuse prohibited from contact with inmates? ☒ Yes ☐ No
- Is any contractor or volunteer who engages in sexual abuse reported to: Law enforcement agencies (unless the activity was clearly not criminal)? ☐ Yes ☐ No
- Is any contractor or volunteer who engages in sexual abuse reported to: Relevant licensing bodies? ☒ Yes ☐ No

115.77 (b)

- In the case of any other violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer, does the facility take appropriate remedial measures, and consider whether to prohibit further contact with inmates? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.77(a) The Mini-Cassia Criminal Justice Center's Policy 15.8 prohibits contractors and volunteers who have engaged in sexual abuse from having contact with inmates. Violations are reported to any relevant licensing boards and if the abuse was criminal, the Mini-Cassia County Sheriff's Office will seek prosecution.

115.77(b) In any violation of agency sexual abuse or sexual harassment policies by a contractor or volunteer, the agency will take appropriate remedial measures and will consider whether the volunteer or contractor will be retained, dismissed or prohibited from contact with inmates.

The Mini-Cassia Criminal Justice Center reported that there were no contractors or volunteers who were alleged to have violated the agency's sexual abuse or sexual harassment policies during the past twelve months.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.8
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.78: Disciplinary sanctions for inmates

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.78 (a)

- Following an administrative finding that an inmate engaged in inmate-on-inmate sexual abuse, or following a criminal finding of guilt for inmate-on-inmate sexual abuse, are inmates subject to disciplinary sanctions pursuant to a formal disciplinary process? ☒ Yes ☐ No

115.78 (b)

- Are sanctions commensurate with the nature and circumstances of the abuse committed, the inmate's disciplinary history, and the sanctions imposed for comparable offenses by other inmates with similar histories? ☒ Yes ☐ No

115.78 (c)

- When determining what types of sanction, if any, should be imposed, does the disciplinary process consider whether an inmate's mental disabilities or mental illness contributed to his or her behavior? ☒ Yes ☐ No

115.78 (d)

- If the facility offers therapy, counseling, or other interventions designed to address and correct underlying reasons or motivations for the abuse, does the facility consider whether to require the offending inmate to participate in such interventions as a condition of access to programming and other benefits? ☒ Yes ☐ No

115.78 (e)

- Does the agency discipline an inmate for sexual contact with staff only upon a finding that the staff member did not consent to such contact? ☒ Yes ☐ No

115.78 (f)

- For the purpose of disciplinary action does a report of sexual abuse made in good faith based upon a reasonable belief that the alleged conduct occurred NOT constitute falsely reporting an incident or lying, even if an investigation does not establish evidence sufficient to substantiate the allegation? ☒ Yes ☐ No

115.78 (g)

- If the agency prohibits all sexual activity between inmates, does the agency always refrain from considering non-coercive sexual activity between inmates to be sexual abuse? (N/A if the agency does not prohibit all sexual activity between inmates.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.78(a) Mini-Cassia Criminal Justice Center has in place a comprehensive progressive inmate disciplinary process for rule and law violations by inmates. A formal disciplinary process will be given to inmates who have been found guilty in an administrative or criminal investigation of inmate-on-inmate sexual abuse or inmate-on-inmate sexual harassment.

115.78(b) If the inmate is found guilty in the disciplinary hearing, the sanctions imposed will consider the circumstances of the incident, the disciplinary history of the inmate, and the sanctions imposed on others for similar violations.

The Mini-Cassia Criminal Justice Center reported that during the past twelve months, three incidents of inmate-on-inmate sexual abuse or inmate-on-inmate sexual harassment resulted in the abusers being sent through the formal disciplinary process.

115.78(c) Mini-Cassia Criminal Justice Center Policy 15.8 requires that the disciplinary process considers whether an inmate's mental disabilities or mental illness contributed to the behavior when determining what type of sanctions, if any, should be imposed.

115.78(d) The Mini-Cassia Criminal Justice Center does not provide therapy, counseling, or other interventions for inmate abusers.

115.78(e) The Mini-Cassia Criminal Justice Center disciplines an inmate for sexual contact with staff only upon a finding that the staff member did not consent to such contact. The Mini-Cassia Criminal Justice Center reported that there were no instances of this type of sexual abuse during the past twelve months.

115.78(f) Inmates of the Mini-Cassia Criminal Justice Center will not be disciplined for filing a false report of sexual abuse when the inmate believed the incident actually happened and filed the report in good faith.

115.78(f) Agency policy prohibits all sexual activity between inmates but doesn't deem such activity sexual abuse unless it is determined that the activity was coerced.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.8
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Inmate Handbook
Mini-Cassia Criminal Justice Center's Inmate Disciplinary Policy
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

MEDICAL AND MENTAL CARE

Standard 115.81: Medical and mental health screenings; history of sexual abuse

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.81 (a)

- If the screening pursuant to § 115.41 indicates that a prison inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? (N/A if the facility is not a prison.)
  ☐ Yes ☐ No ☒ NA

115.81 (b)

- If the screening pursuant to § 115.41 indicates that a prison inmate has previously perpetrated sexual abuse, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a mental health practitioner within 14 days of the intake screening? (N/A if the facility is not a prison.) ☐ Yes ☐ No ☒ NA

115.81 (c)

- If the screening pursuant to § 115.41 indicates that a jail inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, do staff ensure that the inmate is offered a follow-up meeting with a medical or mental health practitioner within 14 days of the intake screening? ☒ Yes ☐ No

115.81 (d)

- Is any information related to sexual victimization or abusiveness that occurred in an institutional setting strictly limited to medical and mental health practitioners and other staff as necessary to inform treatment plans and security management decisions, including housing, bed, work, education, and program assignments, or as otherwise required by Federal, State, or local law?
  ☒ Yes ☐ No

115.81 (e)

- Do medical and mental health practitioners obtain informed consent from inmates before reporting information about prior sexual victimization that did not occur in an institutional setting, unless the inmate is under the age of 18? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.81(a and c) When an inmate discloses sexual abuse either at an institutional facility or in a community setting, Mini-Cassia Criminal Justice Center's Policy 15.9 requires the Booking or Screening deputy offer the inmate follow-up counseling. However, this is not being done in practice. Therefore, the auditor finds that the Mini-Cassia Criminal Justice Center does not meet this part of the standard

115.81(d) Interviews with Classification staff verified that any information related to the sexual abuse or victimization of an inmate is limited to Medical and Mental Health practitioners to prescribe treatment and Classification to determine security and management decisions as specified in this standard.

115.81(e) Interviews with Medical and Mental Health practitioners verified that informed consent disclosures are offered to inmates before reporting prior sexual victimization that did not occur in an institutional setting unless the inmate is under the age of 18.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.9
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Objective Risk Assessment Form
Interviews with random staff
Interviews with Mini-Cassia Criminal Justice Center Nurse
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

CORRECTIVE ACTION REQUIRED:

1. The Mini-Cassia Criminal Justice Center should put policy into practice and train staff to offer follow-up counseling to inmates who disclose prior sexual abuse at booking either in the community or in an institution.

The Mini-Cassia Criminal Justice Center will send verification to the auditor within 180 days of the date of this interim report that inmates who disclose prior sexual abuse in the community or an institution at booking are being offered follow-up counseling with medical or mental health.

VERIFICATION OF CORRECTIVE ACTION SINCE THE AUDIT:

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor verification and copies of documentation that the corrective action noted in the PREA interim report has been corrected as follows:

1. The Mini-Cassia Criminal Justice Center has an intake screening form as part of its booking/classification process and this form is completed at intake. When the inmate answers in the affirmative to being a prior or current victim of sexual abuse or assault the form automatically goes to a part where FREE mental health and medical services are offered to that inmate being screened. All staff has been trained to do this and a slide has been added to the yearly training curriculum.

The auditor has reviewed all of the documents that were sent and the Mini-Cassia Criminal Justice Center is now fully compliant with this standard.

Standard 115.82: Access to emergency medical and mental health services

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.82 (a)

- Do inmate victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment?
  ☒ Yes ☐ No

115.82 (b)

- If no qualified medical or mental health practitioners are on duty at the time a report of recent sexual abuse is made, do security staff first responders take preliminary steps to protect the victim pursuant to § 115.62? ☒ Yes ☐ No

- Do security staff first responders immediately notify the appropriate medical and mental health practitioners? ☒ Yes ☐ No

115.82 (c)

- Are inmate victims of sexual abuse offered timely information about and timely access to emergency contraception and sexually transmitted infections prophylaxis, in accordance with professionally accepted standards of care, where medically appropriate? ☒ Yes ☐ No

115.82 (d)

- Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.82(a) An interview with the Mini-Cassia Criminal Justice Center Nurse confirmed that inmate victims of sexual abuse receive timely, unimpeded access to emergency medical treatment and crisis intervention services. The Mini-Cassia Criminal Justice Center reported there were no inmate victims of sexual abuse in the last twelve months who needed emergency care so the auditor had no medical records to review.

115.82(b) If no qualified medical practitioners are on duty at the time a report of recent sexual abuse, the First Responder will take preliminary steps to protect the inmate and will immediately notify the appropriate medical practitioners. Also, in an emergency, the First Responder may ask the Emergency Medical Technicians be contacted and dispatched. When necessary, all victims are transported to FACES in Boise, Idaho where SAFE or SANE exams are conducted. Inmates are offered a victim's advocate to accompany them through the exam and subsequent investigation.

115.82(c) An interview with the nurse confirmed that inmate victims of sexual abuse are offered information about, and timely access to, emergency contraception and sexually transmitted infections prophylaxis, when appropriate. The Mini-Cassia Criminal Justice Center reported there haven't been any instances during the past twelve months where inmates have needed this information or care.

15.82(d) In all circumstances of sexual abuse within the facility, treatment and advocates are provided to the victim inmate free of charge.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.9
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
MOU Between Voices Against Violence and Mini-Cassia Criminal Justice Center
Interview with the Mini-Cassia Criminal Justice Center Nurse
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.83: Ongoing medical and mental health care for sexual abuse victims and abusers

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.83 (a)

- Does the facility offer medical and mental health evaluation and, as appropriate, treatment to all inmates who have been victimized by sexual abuse in any prison, jail, lockup, or juvenile facility? ☒ Yes ☐ No

115.83 (b)

- Does the evaluation and treatment of such victims include, as appropriate, follow-up services, treatment plans, and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities, or their release from custody? ☒ Yes ☐ No

115.83 (c)

- Does the facility provide such victims with medical and mental health services consistent with the community level of care? ☒ Yes ☐ No

115.83 (d)

- Are inmate victims of sexually abusive vaginal penetration while incarcerated offered pregnancy tests? (N/A if "all-male" facility. *Note: in "all-male" facilities, there may be inmates who identify as transgender men who may have female genitalia. Auditors should be sure to know whether such individuals may be in the population and whether this provision may apply in specific circumstances.*) ☒ Yes ☐ No ☐ NA

115.83 (e)

- If pregnancy results from the conduct described in paragraph § 115.83(d), do such victims receive timely and comprehensive information about and timely access to all lawful pregnancy-related medical services? (N/A if "all-male" facility. *Note: in "all-male" facilities, there may be inmates who identify as transgender men who may have female genitalia. Auditors should be sure to know whether such individuals may be in the population and whether this provision may apply in specific circumstances.*) ☒ Yes ☐ No ☐ NA

115.83 (f)

- Are inmate victims of sexual abuse while incarcerated offered tests for sexually transmitted infections as medically appropriate? ☒ Yes ☐ No

115.83 (g)

- Are treatment services provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident? ☒ Yes ☐ No

115.83 (h)

- If the facility is a prison, does it attempt to conduct a mental health evaluation of all known inmate-on-inmate abusers within 60 days of learning of such abuse history and offer treatment when deemed appropriate by mental health practitioners? (NA if the facility is a jail.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.83(a - c) Mini-Cassia Criminal Justice Center's Policy 15.9 requires health evaluations and, as appropriate, treatment to all inmates who have been sexually abused in any correctional institution. An interview with the Justice Center's nurse confirmed that the care is consistent with the community level

of care and they will offer referrals to the inmate for continuing care, when necessary, when the inmate leaves the facility. The medical staff will not make the appointment for the inmate. The Mini-Cassia Criminal Justice Center reported that, during the past twelve months, there have been no inmates that have requested referrals for continuing care upon release from the facility.

115.83(d - f) An interview with the Mini-Cassia Criminal Justice Center's nurse confirmed that female inmate victims of sexual abuse are offered pregnancy tests and information about timely access to all lawful pregnancy related medical services. The interview also confirmed that inmates who have been sexually abused are offered tests for sexual transmitted infections, as medically appropriate. Medical practitioners will provide ongoing treatment to inmates, when needed.

115.83(g) In all circumstances of sexual abuse within the facility, treatment and advocates are provided to the victim inmate free of charge.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.9
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Mini-Cassia Criminal Justice Center's nurse
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

DATA COLLECTION AND REVIEW

Standard 115.86: Sexual abuse incident reviews

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.86 (a)

- Does the facility conduct a sexual abuse incident review at the conclusion of every sexual abuse investigation, including where the allegation has not been substantiated, unless the allegation has been determined to be unfounded? ☒ Yes ☐ No

115.86 (b)

- Does such review ordinarily occur within 30 days of the conclusion of the investigation? ☒ Yes ☐ No

115.86 (c)

- Does the review team include upper-level management officials, with input from line supervisors, investigators, and medical or mental health practitioners? ☒ Yes ☐ No

115.86 (d)

- Does the review team: Consider whether the allegation or investigation indicates a need to change policy or practice to better prevent, detect, or respond to sexual abuse? ☒ Yes ☐ No
- Does the review team: Consider whether the incident or allegation was motivated by race; ethnicity; gender identity; lesbian, gay, bisexual, transgender, or intersex identification, status, or perceived status; gang affiliation; or other group dynamics at the facility? ☒ Yes ☐ No
- Does the review team: Examine the area in the facility where the incident allegedly occurred to assess whether physical barriers in the area may enable abuse? ☒ Yes ☐ No
- Does the review team: Assess the adequacy of staffing levels in that area during different shifts? ☒ Yes ☐ No
- Does the review team: Assess whether monitoring technology should be deployed or augmented to supplement supervision by staff? ☒ Yes ☐ No
- Does the review team: Prepare a report of its findings, including but not necessarily limited to determinations made pursuant to §§ 115.86(d)(1) - (d)(5), and any recommendations for improvement and submit such report to the facility head and PREA compliance manager? ☒ Yes ☐ No

115.86 (e)

- Does the facility implement the recommendations for improvement, or document its reasons for not doing so? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.86(a) Mini-Cassia Criminal Justice Center's Policy 15.10 requires that a review team will review each incident of sexual abuse or sexual harassment that was investigated in the facility, unless the incident is unfounded.

115.86(b - c) The Review Team consists of the Cassia County Prosecutor, Burley City Prosecutor, PREA Coordinator, a Cassia County detective, Classification Sergeant, and any other person with input into the review. The review occurs within 30 days of the incident.

115.86(d) The focus of the review is to determine if there are corrective actions required to prevent future incidents. The Mini-Cassia Criminal Justice Center has a very detailed checklist to do for the review. The review team will prepare a report of its finding, determinations, and suggestions for improvement and will forward the report to the Sheriff and the PREA Coordinator.

115.86(e) The Sheriff or his authorized designee will implement the recommendations for improvement or document the reasons for not doing so.

The Mini-Cassia Criminal Justice Center reports that there have been eleven incident reviews done at the time of the audit.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.10
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interviews with investigative staff
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.87: Data collection

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.87 (a)

- Does the agency collect accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions? ☒ Yes ☐ No

115.87 (b)

- Does the agency aggregate the incident-based sexual abuse data at least annually? ☒ Yes ☐ No

115.87 (c)

- Does the incident-based data include, at a minimum, the data necessary to answer all questions from the most recent version of the Survey of Sexual Violence conducted by the Department of Justice? ☒ Yes ☐ No

115.87 (d)

- Does the agency maintain, review, and collect data as needed from all available incident-based documents, including reports, investigation files, and sexual abuse incident reviews? ☒ Yes ☐ No

115.87 (e)

- Does the agency also obtain incident-based and aggregated data from every private facility with which it contracts for the confinement of its inmates? (N/A if agency does not contract for the confinement of its inmates.) ☒ Yes ☐ No ☐ NA

115.87 (f)

- Does the agency, upon request, provide all such data from the previous calendar year to the Department of Justice no later than June 30? (N/A if DOJ has not requested agency data.) ☒ Yes ☐ No ☐ NA

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.87(a) Mini-Cassia Criminal Justice Center's Policy 15.10 requires that the agency collect accurate, uniform data for every allegation of sexual abuse at the facility and use a standardized instrument and set of definitions. The standardized instrument contains all of the information needed on the Survey of Sexual Violence form developed by the Department of Justice.

115.87(b) Policy directs the Justice Center to aggregate the data annually and the auditor was given a copy of the aggregated data.

115.87(d - e) The Mini-Cassia Criminal Justice Center policy and practice requires the collection of the data in accordance with this standard.

115.87(f) The Mini-Cassia Criminal Justice Center has the information on file but it has not been requested by the Department of Justice.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.10
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Cassia County Sheriff's Office website: www.cassiacounty.org
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.88: Data review for corrective action

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.88 (a)

- Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Identifying problem areas? ☒ Yes ☐ No

- Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Taking corrective action on an ongoing basis? ☒ Yes ☐ No

- Does the agency review data collected and aggregated pursuant to § 115.87 in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies, practices, and training, including by: Preparing an annual report of its findings and corrective actions for each facility, as well as the agency as a whole? ☒ Yes ☐ No

115.88 (b)

- Does the agency's annual report include a comparison of the current year's data and corrective actions with those from prior years and provide an assessment of the agency's progress in addressing sexual abuse ☒ Yes ☐ No

115.88 (c)

- Is the agency's annual report approved by the agency head and made readily available to the public through its website or, if it does not have one, through other means? ☒ Yes ☐ No

115.88 (d)

- Does the agency indicate the nature of the material redacted where it redacts specific material from the reports when publication would present a clear and specific threat to the safety and security of a facility? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.88(a - d) Mini-Cassia Criminal Justice Center's PREA Policy 15.10 states that the facility will conduct an annual review of the data and write an annual report, redact personal identifiers, and make the report readily to the public. Policy states that the data will available on the website. The annual

report will be written in January for the year before when there have been incidences and data and will be approved by Sheriff Jay Heward before it is published.

The Mini-Cassia Criminal Justice Center reports that there have been six allegations of sexual abuse during the twelve months prior to the audit and the data has been collected. The annual report will be written in January of 2020.

Note The Mini-Cassia Criminal Justice Center sent verification to the auditor that the annual report has been written and posted on the website. The auditor reviewed the annual report and verified it is on the website.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff and inmate interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.10
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Sheriff Jay Heward
Interview with Undersheriff George Warrell, Jail Administrator
Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

Standard 115.89: Data storage, publication, and destruction

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.89 (a)

- Does the agency ensure that data collected pursuant to § 115.87 are securely retained? ☒ Yes ☐ No

115.89 (b)

- Does the agency make all aggregated sexual abuse data, from facilities under its direct control and private facilities with which it contracts, readily available to the public at least annually through its website or, if it does not have one, through other means? ☒ Yes ☐ No

115.89 (c)

- Does the agency remove all personal identifiers before making aggregated sexual abuse data publicly available? ☒ Yes ☐ No

115.89 (d)

- Does the agency maintain sexual abuse data collected pursuant to § 115.87 for at least 10 years after the date of the initial collection, unless Federal, State, or local law requires otherwise? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

115.89(a and d) Mini-Cassia Criminal Justice Center's Policy 15.10 requires that data collected according to this standard is securely retained and will maintain sexual abuse data for at least 10 years after the date of the initial collection. The data will be securely maintained in a file cabinet in the PREA Compliance Manager's office.

115.89(b - c) Mini-Cassia Criminal Justice Center's Policy 15.10 requires that personal identifiers be removed from the annual report and a notice as to what type of information was redacted. The annual report has not been written yet so personal identifiers have not been removed. When the report is written for the year 2019, it will be put on the website.

Note The Mini-Cassia Criminal Justice Center sent verification to the auditor that the annual report has been written and posted on the website. The auditor reviewed the annual report and verified it is on the website.

Based on the information discovered in the facility's policies, documents received prior to the audit, observations made and documents reviewed during the onsite audit, as well as information obtained through staff and inmate interviews, the auditor has determined the facility meets the above standard.

POLICY, MATERIALS, INTERVIEWS AND OTHER EVIDENCE REVIEWED:

Mini-Cassia Criminal Justice Center's Policy 15.10
Completed Pre-Audit Questionnaire submitted by Lt. Dan Renz
Interview with Sheriff Jay Heward

Interview with Lt. Dan Renz, PREA Coordinator
Interview with SSgt. Shannon Taylor, PREA Compliance Manager

AUDITING AND CORRECTIVE ACTION

Standard 115.401: Frequency and scope of audits

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.401 (a)

- During the prior three-year audit period, did the agency ensure that each facility operated by the agency, or by a private organization on behalf of the agency, was audited at least once? (*Note: The response here is purely informational. A "no" response does not impact overall compliance with this standard.*) ☐ Yes ☒ No

115.401 (b)

- Is this the first year of the current audit cycle? (*Note: a "no" response does not impact overall compliance with this standard*.) ☒ Yes ☐ No

- If this is the second year of the current audit cycle, did the agency ensure that at least one-third of each facility type operated by the agency, or by a private organization on behalf of the agency, was audited during the first year of the current audit cycle? (N/A if this is **not** the *second* year of the current audit cycle.) ☐ Yes ☐ No ☐ NA

- If this is the third year of the current audit cycle, did the agency ensure that at least two-thirds of each facility type operated by the agency, or by a private organization on behalf of the agency, were audited during the first two years of the current audit cycle? (N/A if this is **not** the *third* year of the current audit cycle.) ☐ Yes ☐ No ☐ NA

115.401 (h)

- Did the auditor have access to, and the ability to observe, all areas of the audited facility? ☒ Yes ☐ No

115.401 (i)

- Was the auditor permitted to request and receive copies of any relevant documents (including electronically stored information)? ☒ Yes ☐ No

115.401 (m)

- Was the auditor permitted to conduct private interviews with inmates, residents, and detainees? ☒ Yes ☐ No

115.401 (n)

- Were inmates permitted to send confidential information or correspondence to the auditor in the same manner as if they were communicating with legal counsel? ☒ Yes ☐ No

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The auditor finds that the Mini-Cassia Criminal Justice Center is fully compliant in all of the PREA standards. The auditor reviewed policies and procedures, supporting documentation, inmate records, staff records, PREA investigation reports, training curriculums, risk screenings, classification records, and many more documents. The auditor also relied on random staff, specialty staff, special population inmates, and random inmate confidential interviews. After the onsite visit, the auditor contacted the Family Services Alliance of Southeast Idaho and interviewed them as to the services they provide.

When the onsite audit was complete, there were two standards that exceeded the standard and twenty-nine standards that met the standards. Fourteen standards required corrective action by the facility. The interim report was sent to the agency on February 10, 2020. Complete details of all of these standards are contained in the interim report which is included within this report.

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor revised policies, revised curriculum, supporting documents, and all requested verifications to confirm the corrective actions were completed successfully.

The auditor has written a comprehensive description in the narratives above of what was relied on to find the standards in compliance.

Standard 115.403: Audit contents and findings

All Yes/No Questions Must Be Answered by the Auditor to Complete the Report

115.403 (f)

- The agency has published on its agency website, if it has one, or has otherwise made publicly available, all Final Audit Reports. The review period is for prior audits completed during the past three years PRECEDING THIS AUDIT. The pendency of any agency appeal pursuant to 28 C.F.R. § 115.405 does not excuse noncompliance with this provision. (N/A if there have been

no Final Audit Reports issued in the past three years, or in the case of single facility agencies that there has never been a Final Audit Report issued.) ☐ Yes ☐ No ☒ NA

-

Auditor Overall Compliance Determination

☐ **Exceeds Standard** (*Substantially exceeds requirement of standards*)

☒ **Meets Standard** (*Substantial compliance; complies in all material ways with the standard for the relevant review period*)

☐ **Does Not Meet Standard** (*Requires Corrective Action*)

Instructions for Overall Compliance Determination Narrative

The narrative below must include a comprehensive discussion of all the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet the standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The auditor finds that the Mini-Cassia Criminal Justice Center is fully compliant in all of the PREA standards. The auditor reviewed policies and procedures, supporting documentation, inmate records, staff records, PREA investigation reports, training curriculums, risk screenings, classification records, and many more documents. The auditor also relied on random staff, specialty staff, special population inmates, and random inmate confidential interviews. After the onsite visit, the auditor contacted the Family Services Alliance of Southeast Idaho and interviewed them as to the services they provide.

When the onsite audit was complete, there were two standards that exceeded the standard and twenty-nine standards that met the standards. Fourteen standards required corrective action by the facility. The interim report was sent to the agency on February 10, 2020. Complete details of all of these standards are contained in the interim report which is included within this report.

On July 22, 2020, the Mini-Cassia Criminal Justice Center sent the auditor revised policies, revised curriculum, supporting documents, and all requested verifications to confirm the corrective actions were completed successfully.

The auditor has written a comprehensive description in the narratives above of what was relied on to find the standards in compliance.

AUDITOR CERTIFICATION

I certify that:

☒ The contents of this report are accurate to the best of my knowledge.

☒ No conflict of interest exists with respect to my ability to conduct an audit of the agency under review, and

☒ I have not included in the final report any personally identifiable information (PII) about any inmate or staff member, except where the names of administrative personnel are specifically requested in the report template.

Auditor Instructions:

Type your full name in the text box below for Auditor Signature. This will function as your official electronic signature. Auditors must deliver their final report to the PREA Resource Center as a searchable PDF format to ensure accessibility to people with disabilities. Save this report document into a PDF format prior to submission.[1] Auditors are not permitted to submit audit reports that have been scanned.[2] See the PREA Auditor Handbook for a full discussion of audit report formatting requirements.

Cynthia Malm August 7, 2020

Auditor Signature **Date**

[1] See additional instructions here: https://support.office.com/en-us/article/Save-or-convert-to-PDF-d85416c5-7d77-4fd6-a216-6f4bf7c7c110 .

[2] See *PREA Auditor Handbook*, Version 1.0, August 2017; Pages 68-69.