

Standards Committee Meeting Minutes

134th Congress of Correction

Hyatt Regency Chicago
Chicago, Illinois
July 30, 2004

Members present:

Glenn Goord, Chair, New York
Lannette Linthicum, MD, Vice Chair, Texas
David Bogard, New York
Patricia Caruso, Michigan
Leonard Dixon, Michigan
Mark Fitzgibbons, South Carolina

Michael Frawley, Missouri
Robert Garvey, Massachusetts
Ralph Kelly, Ed D, Kentucky
Harley Lappin, Washington DC
John Larivee, Massachusetts

Alton Lick, North Dakota
Michael Moore, Texas
Geno Natalucci-Persichetti, Ohio
George Owens, III, Ohio
Howard Ross, Tennessee
David Thomas, MD, JD,
Florida
Cheryl Townsend, Arizona
Harold Wilber, Florida
Joe Williams, New Mexico

Staff:

Robert J. Verdeyen, Director, Standards and Accreditation
William Scott, JD, Assistant Director
Melissa J. Mall, Regional Manager

Welcoming Remarks

Chairperson Goord called the meeting to order at 8:12 a.m. The members of the Standards Committee and guests introduced themselves. Mr. Goord gave a brief overview of the agenda. At this time, the Standards Committee was advised that revision 04-14 was withdrawn from the agenda by the proposer.

Open Hearing

Charles Kehoe, President, American Correctional Association(ACA), expressed ACA's appreciation for the Standards Committee for the work and dedication given to setting sound correctional practices. He stated that the Standards Committee is a symbol of outstanding correctional professionals.

Bill Hudson, Administrator, Office of Training and Recruiting, Michigan Department of Corrections and the Adult State Training Director's Network, testified for the adoption of standards revisions 04-10, A-H and 04-11, regarding training requirements.

Al Bennett, Chairperson, Field Advisory Committee, gave a brief overview of the issues that were discussed at the meeting held on Thursday, July 29, 2004. Mr. Bennett stated the Field Advisory Committee's opposition to the training standard revisions. Mr. Goord expressed his gratitude and support for the Field Advisory Committee and thanked Mr. Bennett for appearing before the Standards Committee.

Reverend Doris Woodruff-Filbey, retired Director, Religious Services, Indiana Department of Corrections and Immediate Past President, American Correctional Chaplains Association spoke regarding the Standards Committee approval of the religious services standard, 04-16. Reverend Woodruff-Filbey stated she felt that upgrading the standard would not be a burden on facilities.

Nolin Renfrow, Director of Prisons, Colorado Department of Corrections, testified on the revision of four standards, 04-17 A-F, 04-18 A-C, 04-19 A-C, 04-21 A, and the deletion of one standard , 04-20 A, concerning chaplaincy services.

Standards Committee Meeting Convenes

Issue: Approval of Standards Committee Meeting Minutes, January 2004.
Action: Mr. Fitzgibbons moved to approve the minutes. Dr. Thomas seconded. The motion carried.

Issue: Comments from the Chairman of the Commission on Accreditation for Corrections.

Discussion: Dr. David Thomas gave a brief overview of Commission activities. The group was informed that the Commission would hold accreditation hearings for 133 agencies at this conference and over 200 hearings would be held at the ACA Winter Conference in January in Phoenix, Arizona. Dr. Thomas also stated that there would be training for new Commissioners in November 2004. Dr. Thomas also acknowledged David Haasenritter for receiving the Dunbar Award and Victor Herbert for receiving the Chairman's Award. Dr. Thomas

also noted that Mark Fitzgibbons, a Commissioner for the Commission on Accreditation for Corrections and a member of the Standards Committee was completing his term for both committees at this conference, and recognized him for his dedication and superior work with both committees.

Proposed Standard Revisions

Proposal: 04-09 Revision 3-JTS-1D-09; 3-JDF-1D-9

Action: Withdrawn by proposer.

Proposal: 04-09-A Revision 1-JBC-1D-09

Action: Withdrawn by proposer.

Proposal: 04-09-B Revision 1-SJD-1D-05

Action: Withdrawn by proposer.

Proposal: 04-09-C Revision 4-ACRS-7B-17

Action: Withdrawn by proposer.

Proposal: 04-09-D Revision 3-ALDF-1D-12

Action: Withdrawn by proposer.

Proposal: 04-09-E Revision 1-ABC-1D-10

Action: Withdrawn by proposer.

Proposal: 04-09-F Revision SJ-028

Action: Withdrawn by proposer.

Proposal: 04-09-G Revision 4-4084

Action: Withdrawn by proposer.

Proposal: 04-10 Revision 4-4084

Written policy, procedure, and practice provide that all new correctional officers receive an added 120 hours of training during their first year of employment ~~and an added 40 hours of training each subsequent year of employment~~. At a minimum, this training covers the following areas:

- security procedures
- supervision of offenders
- signs of suicide risks
- suicide precautions
- use-of-force regulations and tactics
- report writing
- offender rules and regulations
- rights and responsibilities of offenders
- fire and emergency procedures
- safety procedures
- key control
- interpersonal relations
- social/cultural lifestyles of the offender population
- communication skills
- first aid/CPR
- counseling techniques
- cultural diversity
- sexual abuse/assault

Comment:

Since the duties of correctional officers frequently involve most institutional operation, their training should be comprehensive. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedures.~~

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-A Revision 1-JTS-1D-09; 3-JDF-1D-09

Written policy, procedure, and practice provide that all new juvenile careworkers receive an added 120 hours of training during their first year of employment ~~and an added 40 hours of training each subsequent year of employment~~. At a minimum this training covers the following areas:

- security procedures
- supervision of juveniles
- signs of suicide risks
- suicide precautions
- use-of-force regulations and tactics
- report writing
- juvenile rules and regulations
- rights and responsibilities of juveniles
- fire and emergency procedures
- safety procedures
- key control
- interpersonal relations
- social/cultural lifestyles of the juvenile population
- communication skills
- first aid/CPR\
- counseling techniques
- cultural diversity
- sexual abuse/assault

Comment:

Since the duties of juvenile careworkers frequently involve most institutional operation, their training should be comprehensive. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedures.~~

Action: Tabled for consideration by the proposer.

Proposal: 04-10-B Revision 1-JBC-1D-09

Written policy, procedure, and practice provide that all newly hired professional specialists and juvenile care workers receive 120 hours of training in addition to

orientation during their first year of employment ~~and 40 hours of training each subsequent year.~~ At a minimum, this training covers the following areas:

- Security procedures
- Supervision of juveniles
- Signs of suicide risks and suicide precautions
- Use of discipline in boot camps
- Use-of-force regulations and restraint techniques
- Report writing
- Juvenile rules and regulations
- Program rules and regulations
- Rights and responsibilities of juveniles
- Fire and emergency procedures
- Safety procedures
- Firearms training
- Key control
- Interpersonal relations
- Social/cultural lifestyles of the juvenile population
- Cultural diversity training
- Communication skills
- First aid/cardiopulmonary resuscitation (CPR)
- Counseling techniques
- Crisis intervention
- Sexual harassment
- Legal issues
- Specialized training, such as physical fitness, drill and ceremonies, various program components, aftercare issues, etc.
- Sexual abuse/assault

Comment:

Since the duties of professional specialists may involve marching and drill ceremonies, their training should incorporate these activities. ~~Ongoing training during subsequent years of employment enables employees to sharpen their skills and keep abreast of changes in operational procedures.~~ (See related standard on initial orientation.)

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-C Revision 1-SJD-1D-05

Written policy, procedure, and practice provide that all new staff receive 120 hours of training during their first year of employment and an additional 40 hours of training each year thereafter. At a minimum this training covers the following areas:

- security procedures
- supervision of juveniles
- signs of suicide risks
- suicide precautions
- use-of-force regulations and tactics
- report writing
- juvenile rules of conduct
- rights and responsibilities of juveniles
- fire and emergency procedures
- safety procedures
- key control
- interpersonal relations
- communication skills
- first aid/CPR
- counseling techniques
- social/cultural lifestyles of the juvenile population
- sexual abuse/assault

Comment:

Since the duties of full-time employees frequently involve most institutional operations, their training should be comprehensive. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedure.~~

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-D Revision 4-ACRS-7B-17

All new offender careworkers receive 40 hours of training, in addition to their orientation training, during their first year of employment ~~and an additional 40 hours of training each subsequent year.~~ At a minimum, this training covers the following areas:

- security procedures
- supervision of offenders
- signs of suicide risks
- suicide precautions
- use-of-force regulations and techniques
- report writing
- offenders rules and regulations

- rights and responsibilities of offenders
- fire and emergency procedures
- safety procedures
- key control
- interpersonal relations
- social/cultural lifestyles of the offenders population
- cultural diversity training
- communication skills
- first aid/cardiopulmonary resuscitation (CPR)
- counseling techniques
- crisis intervention
- sexual harassment
- legal issues

Comment:

Since the duties of offender careworkers frequently involve most facility operations, their training should be comprehensive. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedures.~~

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-E Revision 3-ALDF-1D-12

Written policy, procedure, and practice provide that all new correctional officers receive an added 120 hours of training during their first year of employment ~~and an added 40 hours of training each subsequent year of employment.~~ At a minimum this training covers the following areas:

- security procedures
- supervision of offenders
- signs of suicide risks
- suicide precautions
- use of force regulations and tactics
- report writing
- offender rules and regulations
- rights and responsibilities of offenders
- fire and emergency procedures
- safety procedures
- key control
- interpersonal relations

- social/cultural lifestyles of the offender population
- communication skills
- first aid/CPR
- counseling techniques
- cultural diversity
- sexual abuse/assault

Comment:

Since the duties of correctional officers frequently involve most facility operations, their training should be comprehensive. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedures.~~

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-F Revision 4-ALDF-7B-08

All new professional and support employees, including contractors, who have regular or daily inmate contact receive training during their first year of employment. 40 hours are completed prior to being independently assigned to a particular job. ~~An additional 40 hours of training is provided each subsequent year of employment.~~ At a minimum, this training covers the following areas:

- security procedures and regulations
- supervision of inmates
- signs of suicide risk
- suicide precautions
- use-of-force regulations and tactics
- report writing
- inmate rules and regulations
- key control
- rights and responsibilities of inmates
- safety procedures
- all emergency plan and procedures
- interpersonal relations
- social/cultural lifestyles of the inmate population
- cultural diversity
- communication skills
- CPR/First aid
- counseling techniques
- sexual harassment/sexual misconduct.

Comment: None.

Protocols: Written policy and procedure. Job descriptions. Training curriculum. Training record forms and formats.

Process Indicators: Personnel records. Training records.

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-G Revision 1-ABC-1D-10

Written policy, procedure, and practice provide that in addition to orientation, all newly hired correctional officers receive an additional 120 hours of training during their first year of employment ~~and an additional 40 hours of training each subsequent year~~. At a minimum, this training covers the following areas:

- Security procedures
- Supervision of offenders
- Signs of suicide risks and suicide precautions
- Use of discipline in boot camps
- Use-of-force regulations and restraint techniques
- Report writing
- Offender rules and regulations
- Program rules and regulations
- Rights and responsibilities of offenders
- Fire and emergency procedures
- Safety procedures
- Firearms training
- Key control
- Interpersonal relations
- Social/cultural lifestyles of the offender population
- Cultural diversity training
- Communication skills
- First aid/cardiopulmonary resuscitation (CPR)
- Counseling techniques
- Crisis intervention
- Sexual harassment
- Legal issues
- Specialized training, such as physical fitness, drill and ceremonies, various program components, and aftercare issues
- Sexual abuse/assault

Comment:

Since the duties of correctional officers involve drills and ceremonies, their training should incorporate these activities. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedure.~~ See related standard on initial orientation.

Action: Tabled for further consideration by the proposer.

Proposal: 04-10-H Revision SJ-028

Written policy, procedure, and practice provide that all new correctional officers receive an added 120 hours of training during their first year of employment ~~and an added 40 hours of training each subsequent year of employment.~~ At a minimum this training covers the following areas:

- security procedures
- supervision of offenders
- signs of suicide risks
- suicide precautions
- use of force regulations and tactics
- report writing
- offender rules and regulations
- rights and responsibilities of offenders
- fire and emergency procedures
- safety procedures
- key control
- interpersonal relations
- social/cultural lifestyles of the offender population
- communication skills
- first aid/CPR
- counseling techniques
- cultural diversity
- sexual abuse/assault

Comment:

Since the duties of correctional officers frequently involve most facility operations, their training should be comprehensive. ~~Ongoing training during subsequent years of employment enables employees to sharpen skills and keep abreast of changes in operational procedures.~~

Action: Tabled for further consideration by the proposer.

Proposal: 04-11 New Standard *Adult Correctional Institutions, Adult Local Detention Facilities, Performance-Based Standards for Adult Community Residential Services, Adult Correctional Boot Camp Programs, Juvenile Correctional Facilities, Juvenile Detention Facilities, Small Juvenile Detention Facilities, Juvenile Correctional Boot Camp Programs, and Small Jail Facilities*

Written policy, procedure and practice provide that all correctional officers receive at least 40 hours of annual training in each subsequent year of employment. This training will be based on annual needs assessment with measurable performance based objectives incorporated. This training will enable employees to sharpen skills and keep abreast of changes in operational procedures.

Comment:

Ongoing training during subsequent years is based on the annual needs assessment and incorporates measurable performance based objectives. This training will enable employees to sharpen skills and keep abreast of changes in operational procedures.

Action: Tabled for further consideration by the proposer.

Proposal: 04-12 Revision 4-4318; 1-HC-1A-38; 4-ALDF-4A-09

Therapeutic diets are provided as prescribed by appropriate clinicians. A therapeutic diet manual is available in health services and food services for reference and information. *Prescriptions for therapeutic diets should be specific and complete, furnished in writing to the food service manager, and rewritten annually, or more often as clinically indicated.*

Comment:

Therapeutic diets are prepared and served to offenders according to the orders of the treating clinician or as directed by the responsible health authority. ~~Prescriptions for therapeutic diets should be specific and complete, furnished in writing to the food service manager, and rewritten quarterly.~~ Therapeutic diets should be kept as simple as possible and should conform as closely as possible to the foods served other offenders.

Action: Approved.

Proposal: 04-12-A Revision 3-ALDF-4C-06; 4-ALDF-4A-09;1-ABC-4C-06; 4-ACRS-4A-02; SJ-127; 3-JCRF-4A-05;3-JDF-4A-06; 1-SJD-4A-06; 3-JTS-4A-07; 1-JBC-4A-05; 1-JDTP-3A-05

(MANDATORY) Written policy, procedure, and practice provide for special diets as prescribed by appropriate medical or dental personnel. *Prescriptions for therapeutic diets should be specific and complete, furnished in writing to the food service manager, and rewritten annually, or more often as clinically indicated.*

Comment:

Therapeutic diets should be available on medical authorization. Specific diets should be prepared and served to inmates according to the orders of the treating physician or dentist or as directed by the responsible health authority official. ~~Medical diet prescriptions should be specific and complete, furnished in writing to the food service manager, and rewritten monthly.~~ Special diets should be kept as simple as possible and should conform as closely as possible to the foods served other inmates.

Action: Approved.

Proposal: 04-13 Revision 3-JTS-2B-03

The training school operates with living units of no more than ~~rated capacity~~ 16 juveniles. The training school does not exceed a bed capacity ~~larger than rated bed capacity~~ of 150 juveniles. ~~The ratio of direct care (line staff only) to juveniles be 1:8 during the day and 1:16 at night.~~

Action: Approved as revised.

Proposal: 04-14 Revision 4-ALDF-2C-03

Action: Withdrawn by the proposer.

Proposal: 04-15 New Standard *Adult Correctional Institutions, Adult Local Detention Facilities, Performance-Based Standards for Adult Community Residential Services, Adult Correctional Boot Camp Programs, Administration of Correctional Agencies*

Written policy, procedures and practice provide visiting opportunities by ensuring that:

- Visits are not denied unless there is a legitimate reason;
- Visiting facilities, if allowed by policy or statute, provide activities for children;
- Accommodation, if allowed by policy or statute, shall be given to physical limitations of visitors, including provision for visitation on weekdays and weekends;
- Restrooms shall be available;
- Vending machines, if not prohibited by policy or statute, may be available to provide prisoners and their visitors with food and drink;
- Staff are trained in agency visiting procedures.

Action: Tabled for further consideration by the proposer.

Proposal: 04-16 Revision 2-CO-5E-01

Written agency policy provides for religious programming for inmates/juveniles/residents, including: ~~program coordination and supervision, opportunities to practice one's faith, use of community resources, and religious facilities and equipment.~~

- Program coordination and supervision;
- Opportunities to practice one's faith individually and corporately as authorized;
- Possession of authorized religious symbols and/or items essential for faith practice purchased through authorized vendors at the inmates'/juveniles'/residents' expense
- Availability of religious program information to offenders;
- Access to approved publications related to religious beliefs and practices;
- The observance of authorized religious diets, holy day ceremonies, work restrictions, and authorized communal sacramental rites (providing such rites do not conflict with existing procedures/policies or jeopardize the security and orderly running of the facility);
- Distribution of resources among faith groups authorized to meet, commensurate with their representation within the population, to include the use of religious facilities and equipment;
- Accessibility by staff chaplains to all areas of the facility;
- Clergy/spiritual advisor visitation to occur through established visiting procedures;
- Use of community resources; to include the use of religious volunteers, consistent with the safety and security of the facility.

Action: Approved.

Proposal: 04-17 Revision 4-4116; 3-JTS-1G-03; 3-JCRF-1G-03; 3-JDF-1G-03; 1-SJD-1G-03; 1-JDTP-1G-03; 1-JBC-1G-04

The screening and selection of volunteers *permits and encourages* ~~allows for~~ recruitment from all cultural *parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion.* ~~and socioeconomic parts of the community.~~

Action: Tabled.

Proposal: 04-17-A Revision 3-ALDF-1G-03

The screening and selection of volunteers *permits and encourages* ~~allows for~~ recruitment from all cultural *parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion* ~~and socioeconomic parts of the community~~ and should include an official registration and identification system for those volunteers.

Action: Tabled.

Proposal: 04-17-B Revision 4-ALDF-7F-04

The facility provides for recruiting citizen involvement and volunteers. The screening and selection of volunteers *permits and encourages* ~~allows for~~ recruitment from all cultural *parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion.* ~~and socioeconomic parts of the community.~~

Action: Tabled.

Proposal: 04-17-C Revision 3-3120

Written policy, procedure, and practice *permits and encourages* ~~call for~~ the recruitment of volunteers from all cultural parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion. ~~and socioeconomic segments of the community.~~

Action: Tabled.

Proposal: 04-17-D Revision 1-HC-7C-01

The facility provides for recruiting citizen involvement and volunteers. The screening and selection of volunteers *permits and encourages* ~~allows for~~ recruitment from all cultural *parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion.* ~~and socioeconomic parts of the community.~~

Action: Tabled.

Proposal: 04-17-E Revision 4-ACRS-7F-08

The facility provides for recruiting citizen involvement and volunteers. The screening and selection of volunteers *permits and encourages* ~~allows for~~ recruitment from all cultural *parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion.* ~~and socioeconomic parts of the community.~~

Action: Tabled.

Proposal: 04-17-F Revision 2-7225

Written policy and procedure *permits and encourages* ~~provide for the~~ recruitment of volunteers from all cultural *parts of the community that exclude rejection of volunteers due to age, sex, race, ethnic origin or religion.* ~~and socio-economic segments of the community.~~

Action: Tabled.

Proposal: 04-18 Revision 4-4514

~~The chaplain Facility administration, in consultation with~~ Written policy, procedure, and practice *provide that assigned chaplain(s) (whether they be classified employees, contract employees or volunteers), in consultation with and approval from facility administration, plans, directs, and coordinates all aspects of the religious program, including approval and training of both lay and clergy volunteers from faiths represented by the inmate population.*

Action: Approved with revised.

Proposal: 04-18-A Revision 3-ALDF-5F-04

Written policy, procedure, and practice provide that assigned ~~the~~ chaplain(s) (whether they be classified employees, contract employees or volunteers), in consultation with and approval from facility administration, plans, directs, and coordinates all aspects of the religious program, including approval and training of both lay and clergy volunteers from faiths represented by the inmate population.

Action: Approved as revised.

Proposal: 04-18-B Revision 4-ALDF-5C-20

~~The chaplain, in cooperation with the facility administrator and/or designee,~~ Written policy, procedure, and practice provide that assigned ~~the~~ chaplain(s) ~~Facility administration, in consultation with assigned chaplains~~ (whether they be classified employees, contract employees or volunteers), in consultation with and approval from facility administration, plans, directs, and supervises all aspects of the religious program, including approval and training of both lay and clergy volunteers from faiths represented in the inmate population.

Action: Approved as revised.

Proposal: 04-18-C Revision 1-ABC-5F-03

~~The chaplain, in cooperation with the facility administrator and/or designee,~~ Written policy, procedure, and practice provide that assigned ~~the~~ chaplain(s) ~~Facility administration, in consultation with assigned chaplains~~ (whether they be classified employees, contract employees or volunteers), in consultation with and approval from facility administration, plans, directs, and supervises all aspects of the religious program, including approval and training of both lay and clergy volunteers from faiths represented in the inmate population.

Action: Approved as revised.

Proposal: 04-19 Revision 4-4516

The chaplain or designated ~~religious~~ staff develops and maintains close relationships with community religious resources.

Action: Approved.

Proposal: 04-19-A Revision 3-ALDF-5F-05

The chaplain or designated ~~religious~~ staff member develops and maintains close relationships with community religious resources.

Action: Approved.

Proposal: 04-19-B Revision 1-ABC-5F-05

Written policy, procedure, and practice provide that the chaplain or designated ~~religious~~ staff develops and maintains close relationships with community religious resources.

Action: Approved.

Proposal: 04-19-C Revision 1-JBC-5G-08; 3-JDF-5F-06; 1-SJD-5F-06; 3-JTS-5G-08

The chaplain or ~~religious~~ staff person develops and maintains close relationships with religious sources in the community.

Action: Approved.

Proposal: 04-20 Deletion 4-4518

Action: Approved.

Proposal: 04-20-A Deletion 1-ABC-5F-07

Action: Approved.

Proposal: 04-21 Revision 4-4519

~~Representatives of all faith groups are available to all inmates.~~ When a religious leader of an inmate's faith is not represented through the chaplaincy staff or volunteers, the chaplain *or designated staff member* assists the inmate in contacting a person who has the appropriate credentials from the faith judicatory. That person ministers to the inmate under the supervision of the chaplain.

Action: Approved as revised.

Proposal: 04-21-A Revision 3-ALDF-5F-07

~~Representatives of all faith groups are available to all inmates.~~ When a religious leader of an inmate's faith is not represented through the chaplaincy staff or volunteers, the chaplain(s) *or designated staff member* assists the inmate in contacting such a person. That person shall have the appropriate credentials from the faith judicatory and may minister to the inmate under the supervision of the chaplain.

Action: Approved as revised.

Proposal: 04-22 Deletion 4-4130

Action: Approved.

Proposal: 04-23 Revision 4-4155; 3-ALDF-2E-02

Segregation units have ~~both~~ *either outdoor uncovered or outdoor covered and covered/enclosed* exercise areas. The minimum space requirements for outdoor ~~and covered/enclosed~~ exercise areas for segregation units are as follows:

- group yard modules -15 square feet per inmate expected to use the space at one time, but not less than 500 square feet of unencumbered space.
- individual yard modules -180 square feet of unencumbered space.

In cases where cover is not provided to mitigate the ~~During~~ inclement weather, appropriate weather related equipment and attire should be made available to the inmates who desire to take advantage of their authorized exercise time.

Comment: None.

Action: Approved as revised.

Proposal: 04-23-A Revision 4-ALDF-5C-04

Segregation units have ~~both~~ *either outdoor uncovered or outdoor covered and covered/enclosed* exercise areas. The minimum space requirements for outdoor ~~and covered/enclosed~~ exercise areas for segregation units are as follows:

- group yard modules -15 square feet per inmate expected to use the space at one time, but not less than 500 square feet of unencumbered space.
- individual yard modules -180 square feet of unencumbered space.

In cases where cover is not provided to mitigate the ~~During~~ inclement weather, appropriate weather related equipment and attire should be made available to the inmates who desire to take advantage of their authorized exercise time.

Comment: None.

Protocols: Written policy and procedure. Facility plans/specifications. Schedules.

Process Indicators: Observation. Measurement. Facility logs and activity records.

Action: Approved as revised.

Proposal: 04-24 Revision 4-4264

Alternative meal service may be provided to an inmate in segregation who uses food or food service equipment in a manner that is hazardous to self, staff, or other inmates. Alternative meal service is on an individual basis, is based on health or safety considerations only, meets basic nutritional requirements, and occurs with the written approval of the warden/superintendent *or immediate subordinate* ~~designee~~ and responsible health authority. The substitution period shall not exceed seven days.

Comment: None.

Action: Disapproved. The Standards Committee has asked for ACA staff to draft comments for the standard.

Proposal: 04-24-A

Revision 3-ALDF-3D-15-1

If an inmate uses food or food service equipment in a manner that is hazardous to self, staff, or other inmates, alternative meal service may be provided. Alternative meal service is on an individual basis, is based on health or safety considerations only, meets basic nutritional requirements, and occurs with the written approval of the warden/superintendent or immediate subordinate ~~designee~~ and responsible health authority. The substitution period shall not exceed seven days.

Comment: None.

Action: Disapproved. The Standards Committee has asked for ACA staff to draft comments for the standard.

Proposal: 04-25

Revision 4-4129; 1-ABC-2B-02; 3-ALDF-2B-04

The number of inmates does not exceed the facility's rated bed capacity.

Comment:

Rated bed capacity is determined using the ACA Standards Compliant Bed Capacity calculation method. ~~considered to be the original design capacity, plus or minus capacity changes resulting from building additions, reductions, or revisions.~~

Action: Disapproved.

Proposal: 04-25-A

Revision 4-ALDF-1A-05

The number of inmates does not exceed the facility's rated bed capacity.

Comment: ~~None.~~ *Rated bed capacity is determined using the ACA Standards Compliant Bed Capacity calculation method.*

Protocols: Written policy and procedure. Statement of rated capacity. Facility plans/specifications.

Process Indicators: Inmate population reports. Facility logs. Observation.

Action: Disapproved.

Proposal: 04-25-B Revision 3-JTS-2B-08; 3-JCRF-2B-03; 3-JDF-2B-06; 1-SJD-2B-02

The number of juveniles does not exceed the facility's rated bed capacity.

Comment:

Rated bed capacity is *determined using the ACA Standards Compliant Bed Capacity calculation method.* ~~considered to be the original design capacity, plus or minus capacity changes resulting from building additions, reductions, or revisions.~~

Action: Disapproved.

Proposal: 04-25-C Revision 1-JBC-2B-07

The number of juveniles does not exceed the boot camp program's rated bed capacity.

Comment:

Rated bed capacity is *determined using the ACA Standards Compliant Bed Capacity calculation method.* ~~considered to be the original design capacity, plus or minus capacity changes resulting from building additions, reductions, or revisions.~~

Action: Disapproved.

Issue: *Performance Based Standards for Therapeutic Communities.*

Discussion: The draft manual was brought before the committee for publication approval.

Action: A motion by Dr. Thomas was made to accept the *Performance- Based Standards for Therapeutic Communities*. An amendment was made to waive the two year prohibition on standards revisions rule and have ACA staff advise the Standards Committee on any significant problems or editing needed on the manual. Motion was seconded by Mark Fitzgibbons.

Issue: *Interpretation of segregation housing for Adult Correctional Institutions; 4-4141.*

Discussion: The Standards Committee determined that segregation housing does not have to be single celled.

Action: Interpretation to be included in the 2006 Standards Supplement.

Closing Comments

Mr. Goord thanked the committee for their hard work and diligence. The meeting was adjourned at 2:33 p.m.

Recorded by:

Melissa J. Mall
Regional Manager
Standards and Accreditation