

Standards Committee Meeting Minutes
ACA Winter Conference
Kissimmee, Florida
January 9, 2009

Members present:

Harley G. Lappin, Chairperson, Washington D.C.
Kathleen Bachmeier, North Dakota
Ronald Budzinski, Illinois
Jeffrey A. Beard, Pennsylvania
Brian Fischer, New York
Steve Gibson, Montana
Stanley Glanz, Oklahoma
David Haasenritter, Virginia
Justin Jones, Oklahoma
Lannette Linthicum, Texas
Victoria C. Myers, Missouri
Denise Robinson, Ohio
Marilyn Rogan, Nevada
Paula Smith, North Carolina
Marge Webster, New Hampshire

Members absent:

Daniel Craig, Iowa
James M. LeBlanc, Louisiana
Mary Livers, Louisiana
Brad Livingston, Texas
William Thompson, Texas

Staff:

Mark Flowers, Director, Standards and Accreditation
Jeffrey Crawford, Accreditation Specialist
Cecil Patmon, Accreditation Specialist
Terri Jackson, Accreditation Specialist
Leslee Hunsicker, Health Care Administrator

Welcoming Remarks:

Mr. Lappin called the meeting to order at 7:30 a.m. He expressed his appreciation for the work of the committee and welcomed new committee members Kathleen Bachmeier, Jeffrey Beard, Justin Jones, Denise Robinson, Marilyn Rogan, and Paula Smith. The committee and guests introduced themselves followed by a review of the meeting agenda by Director Lappin.

Dr. Lannette Linthicum, Chairperson, Commission on Accreditation, announced accreditation hearings for this conference were comprised of five (5) panels holding two hundred eleven (211) accreditation hearings. She reported that the Fall Retreat for Commissioners discussion focused on available tools such as waivers and discretionary compliance.

Jeffrey Washington, Deputy Executive Director, American Correctional Association, welcomed the committee to Kissimmee and thanked them for their dedication and hard work.

Standards Committee Meeting Convened

Issue: Approval of Standards Committee Meeting Minutes, ACA 138th Congress of Corrections, August 8, 2008; New Orleans, Louisiana.

Action taken: Motion to accept the minutes by David Hassenritter; seconded by Steve Gibson. Motion carried.

Standards Proposals:

ACA File No. 2009-001

Manual: Adult Correctional Institutions

Edition: 4th Edition

Standard Number(s): 4-4132

Type of Proposal: Revision

Existing Standard: Cells/rooms used for housing inmates shall provide at a minimum, 25 square feet of unencumbered space per occupant. Unencumbered space is usable space that is not encumbered by furnishings or fixtures. At least one dimension of the unencumbered space is no less than seven feet. In determining unencumbered space in the cell or room, the total square footage is obtained and the square footage of fixtures and equipment is subtracted. All fixtures and equipment must be in operational position and must provide the following minimums per person:

- bed
- plumbing fixtures (if inside the cell/room)
- desk
- locker
- chair or stool

Proposal: Cells/rooms used for housing inmates shall provide, at a minimum, 25 square feet of unencumbered space per occupant. Unencumbered space is usable space that is not unencumbered by furnishings or fixtures. At least one dimension of the unencumbered space is no less than seven feet. In determining unencumbered space in the cell or room, the total square footage is obtained and the square footage of fixtures and equipment is subtracted. All fixtures and equipment must be in operational position.

Standards Department Comments: The proposer is correct. There are separate standards (4-4134, 4-4135, 4-4136) that address cell furnishings and writing surfaces more adequately and appropriately than standard 4-4132. To remove these bullets from 4-4132 would not reduce the requirement that they exist or are provided and their removal would eliminate redundant requirements within these standards.

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The above proposed revision, addition, or deletion would also affect the following manuals:
None

Action taken by the standards committee:

Approved

Denied

Tabled

ACA File No. 2009-002

Manual: Adult Correctional Institutions

Edition: 4th Edition

Standard Number(s): 4-4132

Type of Proposal: Revision

Existing Standard: Cells/rooms used for housing inmates shall provide at a minimum, 25 square feet of unencumbered space per occupant. Unencumbered space is usable space that is not encumbered by furnishings or fixtures. At least one dimension of the unencumbered space is no less than seven feet. In determining unencumbered space in the cell or room, the total square footage is obtained and the square footage of fixtures and equipment is subtracted. All fixtures and equipment must be in operational position and must provide the following minimums per person:

- bed
- plumbing fixtures (if inside the cell/room)
- desk
- locker
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Proposal: Cells/rooms used for housing inmates shall provide at a minimum, 25 square feet of unencumbered space per occupant. Unencumbered space is usable space that is not encumbered by furnishings or fixtures. At least one dimension of the unencumbered space is no less than seven feet. In determining unencumbered space in the cell or room, the total square footage is obtained and the square footage of fixtures and equipment is subtracted. All fixtures and equipment must be in operational position and must provide the following minimums per person:

- Bed
- Locker
- Chair or stool

Each cell/room where inmates are locked in for any part of the day shall provide at least one toilet/sink. In addition, each cell/room where inmates are locked in for 10 or more hours per day shall have at least one desk/writing surface per inmate.

Standards Department Comments: None

The above proposed revision, addition, or deletion would also affect the following manuals:
None

Action taken by the Standards Committee:

Approved

Denied

Tabled

Discussion: Ron Budzinski recommended that the above requested revisions (ACA File No. 2009-001; 2009-002) be tabled and referred back to the ACA Design Committee for review and clarification regarding realistic unencumbered space/per occupant ratio and furniture requirements. Chairperson Lappin recommended consultation with the Oklahoma and Massachusetts Departments of Corrections.

Proposal: Core Jail Standards

Type: New

Discussion:

Chairperson Lappin stated that while the committee supported encouraging small jail accreditation, it is important that the process be credible. He recommended that the field trial version be evaluated to determine the standard differences (implied and actual) between the proposed Core Jail Standards and the Adult Local Detention Standards and identify expectations not included in the Core Jail Standards. The goals should include a credible process and encouraging jails to become involved in accreditation regardless of their size.

Action taken by the Standards Committee: Core Jail Standards *Tabled*

A subcommittee was formed to evaluate per above discussion.

Appearances:

Richard Stalder asked to make a statement to the committee on behalf of James LeBlanc expressing his deep concern the impact the proposed Federal PREA Standards would have on agencies and the accreditation process. He stated the PREA standards are independent of ACA performance based standards and will create a third set of standards which will be mandatory causing some agencies to turn away from voluntary accreditation due to the financial burden.

Presentations:

Rod Budzinski, Edward C. Spooner, William G. Porter, Tim S. Kraft, and Jon M. Gomberg conducted a presentation on the *Value of Sustainable Design in Correctional Facilities*. Following the presentation, Mr. Budzinski proposed the ACA Facility Design Committee will propose to the Standards Committee their recommendations for non-mandatory standards related to energy conservation. The committee would also like authorization to further evaluate how energy conservation would relate to cost and savings. Jeff Washington recommended that this information be presented as a workshop for a future conference. Mr. Budzinski stated a report would be made to the Standards Committee at their August, 2009, meeting in Nashville, Tennessee and would develop a workshop for the January, 2010 ACA conference.

Director Mark Flowers reported on discussions that occurred during the Commission on Accreditation Fall Retreat. It was identified that consistency of decisions between Panels has been a challenge and that can be alleviated by appropriate utilization of waivers, systemic waivers, and discretionary compliance. The options proposed include identifying specific non-mandatory standards that do not impact on quality of life, health or safety that can be claimed as discretionary or identifying specific non-mandatory standards that cannot be claimed as discretionary. ACA staff will review both options and report their findings to the Standards Committee at the August, 2009, meeting.

Adjournment:

A motion was made and carried to adjourn the meeting at 9:15 a.m.