# ICE Detention Standards Compliance Review

**Maverick County Jail** 

June 3-4, 2008

REPORT DATE - June 11, 2008



Contract Number: ODT-6-D-0001 Order Number: HSCEOP-07-F-01016

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June 11, 2008

MEMORANDUM FOR: Gary E. Mead, Acting Director

Office of Detention and Removal Operations

FROM:

Reviewer-In-Charge

SUBJECT:

Maverick County Jail

Headquarters Review (Under 72)

Creative Corrections conducted an initial Annual Detention Review (ADR) of the Maverick County Jail (DCJ), located in Eagle Pass, Texas, on June 3-4, 2008. The facility is owned by the County of Maverick and has an Intergovernmental Services Agreement with the United States Marshals Service (USMS). As noted on the attached documents, my team of Subject Matter Experts (SME) included:

SME for Health Services;

SME for Food Services.

A closeout meeting was held on June 4, 2008, and included a discussion of all deficiencies and observations noted during our review. Attending the meeting were Sheriff Tomas Herrera and Lt. 2008 b6b7c

# **Facility History**

The Maverick County Jail, Eagle Pass, Texas, was designed as a Direct Supervision Facility. The jail has two control stations (one in each pod) and houses 250 detainees. Security levels are low, medium, and maximum. The facility has 30 multi-occupancy cells and 20 separation cells. Additional areas include a small dispensary, an indoor recreation area, kitchen, laundy room, meeting room, outdoor recreation area, sallyport, property room and a booking area. The jail was constructed in two phases. Phase 1, which houses county & state inmates, was constructed in 1990. Phase 2, which houses U.S. Marshals' prisoners, was constructed in 2000.

# Type of Review:

This assessment is a special Detention Standard Review to determine the feasibility for using this facility to confine ICE detainees for under 72 hours. The ICE National Detention Standards for facilities used for less than 72 hours were utilized to evaluate the physical plant policies and procedures.

# **Review Summary:**

The Maverick County Jail is not currently accredited by the American Correctional Association (ACA), the National Commission on Correctional Health Care (NCCHC), or the Joint Commission on Accreditation of Healthcare Organizations (JCAHO).

# **Standards Compliance:**

The following information summarizes the findings of the feasibility review and no rating is recommended.

#### RIC Observations

# Detainee Handbook

The Maverick County Jail should develop a site-specific detainee handbook to serve as a guide to detention policies, rules, and procedures in effect at the facility and to outline opportunities available to detainees such as religious programming. The handbook should address the initial issue of clothing, bedding, and personal property; when a medical examination will be conducted; procedures governing telephone use (protocol when demand is high, direct / free telephone calling procedures, procedures for emergency calls, and the detainee message system). Other areas to be included are: search procedures, contraband policy, visiting rules and regulations, detainee disciplinary policy, sick call procedures (general population and segregation), and the rights and responsibilities of all detainees.

#### Food Service



schedule to comply with the prevailing ICE guideline (no more than 14 hours between the evening meal and breakfast the next day). A registered dietitian should conduct a complete nutritional analysis of every master-cycle menu planned. Food Service staff should enforce proper sanitation guidelines. All Styrofoam cups and disposable plastic spoons should be replaced daily or permanently replaced with washable cups and sporks. All detainees assigned as food service workers should be provided protective footwear while at work. Weekly inspections of the food service area should be conducted and documented. Food Service staff should keep all storage areas locked to prevent theft.

# **Detainee Grievance Procedures**

The Maverick County Jail should implement detainee grievance procedures based on the ICE standard. Procedures should include: response and appeal time-frames and general guidance, documenting formal grievances in a standard record keeping system, and clearly distinguish minor complaints from formal grievances. Procedures should require staff to forward any grievance concerning staff misconduct to ICE.

#### Access to Medical Care

The Maverick County Jail Plan for Health Services should be revised to replace all references to a "Jail Nurse" with 'Emergency Medical Technician (EMT)' language to accurately reflect current staff credentials. Additionally, care should be exercised to insure that the EMT does not perform tasks that are beyond the scope of his skill or ability.

The Maverick County Jail should establish a procedure to ensure the proper storage and shelf-life tracking of medications. All expired medications should be removed from the working stock and either destroyed or returned to the pharmaceutical provider for a refund.

The dispensary area should present a more sanitary appearance. Daily cleaning of the dispensary should be conducted as outlined in the Section 6.03 of the Maverick County Jail Plan. A refusal form must be completed whenever a detainee refuses prescribed medical treatment or intervention to include medication refusals. The form should include the risks of refusal of prescribed clinical interventions.

#### Contraband

Facility managers should develop policy and procedure for handling illegal contraband to include staff inventory, and holding and reporting to the proper authorities for appropriate action. Detainees should receive notice of items they can / not possess.

# Disciplinary Policy

Written policy and procedure should be developed to ensure rules of conduct, sanctions, and procedures for violations are defined and communicated to all detainees verbally and in writing. Procedures should be developed to ensure detainee Rights and Responsibilities, Prohibited Acts, Disciplinary Severity Scale, and Sanctions are conspicuously posted in both Spanish and English. As indicated above, this information should be incorporated into the handbook.

#### Emergency Plans

Policy should be developed which precludes detainees or groups from exercising control or authority over other detainees. Emergency procedures should be amended to include work/food strike, bomb threats, and facility evacuation.

# Environmental Health and Safety

The Maverick County Jail should maintain constant inventories for flammable, toxic, and caustic substances in the facility. In addition, Material Safety Data Sheets (MSDSs) should be maintained for each hazardous chemical and an MSDS file should be established which includes a plant diagram of storage areas and a copy of each hazardous chemical in the facility. The plan should also be revised to include requirements for an area-specific diagram conspicuously posted and public posting of emergency plans with accessible building/room floor plans. In addition, written procedures should be established to regulate the handling and disposal of used needles and other sharp objects and a licensed pest control professional should inspect the facility monthly for rodents, insects, and other vermin. The pest control program should include preventive spraying for indigenous insects.

#### Hold Rooms in Detention Facilities

Hold rooms should contain sufficient seating for the number of detainees held.

# Key and Lock Control

Facility staff should establish a comprehensive key and lock accountability system, which includes: procedures that address the issue of compromised keys and locks, a procedure to ensure staff maintains a key accountability system, a master key inventorying system, and procedures for issuing restricted and/or emergency keys. Staff should receive training to handle keys correctly and to report lost, misplaced, or broken keys.

# **Population Counts**

Policy and procedures should be developed to execute informal and emergency counts.

#### Security Inspections

A comprehensive policy concerning security inspections should be developed and Control Center access should be restricted in some way.

# Special Management Unit (Administrative Detention and Disciplinary Segregation)

Facility staff should develop written criteria for placing detainees in Administrative Segregation and Disciplinary Segregation, to include a written order that documents details of such placement and accompanies the detainee to the special housing unit.

# **Tool Control**

Facilty staff should develop a Tool Control policy wherein restricted and non-restricted are defined and tool issuance to staff and detainees is detailed.

# Use of Force

A Use of Force policy should be implemented for use of medication in restraint situations. Policy and procedures should be developed which require medical staff consultation prior to and immediately following a use of force incident. Policy and procedure should be developed to address precautions taken when restraining pregnant detainees.

# Recommended Rating and Justification

This assessment evaluated physical plant capabilities/limitations and the feasibility for safe, secure, and humane confinement of ICE detainees. A presumptive rating of "Acceptable" is recommended contingent upon the submission and approval of an acceptable Plan of Action from the Maverick County Jail to ICE, addressing all RIC Issues and Concerns. With the implementation of suggested noted enhancements it is recommended the Maverick County Jail be utilized by ICE.

# **RIC Assurance Statement**

All findings of this review have been documented on the Detention Review Worksheet and are supported by the written documentation contained in the review file.



# **DETENTION FACILITY INSPECTION FORM**

FACILITIES USED LESS THAN 72 HOURS

A. Type of Facility Reviewed	Estimated Man-da	ays Per Year	•		
☐ ICE Service Processing Center	78				
☐ ICE Contract Detention Facility					
☐ ICE Intergovernmental Service Agreement	G. ACCREDITAT				
	List all State or N	ational Acci	editation[s] recei	ved:	
B. CURRENT INSPECTION					
Type of Inspection	TT Drawers /	<b>C</b>	(0		
Field Office HQ Inspection	H. PROBLEMS				
Date[s] of Facility Review	The Facility is un				
June 3-4, 2008	Court Order		Class Action Fin		
	The Facility has Significant Litigation Pending				
C. PREVIOUS/MOST RECENT FACILITY REVIEW	Major Litigation Life/Safety Issues				
Date[s] of Last Facility Review	None None				
N/A	I. FACILITY HI	(CTODV			
Previous Rating	Date Built	SIUKI		· · · · · · · · · · · · · · · · · · ·	
Superior Good Acceptable Deficient At-Risk	1990				
D. NAME AND LOCATION OF FACILITY	Date Last Remod	eled or Ung	raded		
Name	2000	or or ope	aucu		
Maverick County Jail	Date New Constr	uction / Red	Space Added		
Address	2000	action/ Dea	Space Added	•	
Rt3, Box 1033 Hwy 57	Future Constructi	on Planned			
City, State and Zip Code	Yes No		-		
Eagle Pass, Texas	Current Bed space   Future Bed Space (# New Beds only)				
County	250		er: 0 Date: N/A	ow bods only)	
Maverick	230	Ttulilo	or. o Date. IVA		
Name and Title of Chief Executive Officer	J. TOTAL FACI	LITY POPUL	ATION		
(Warden/OIC/Superintendent)	Total Facility Inta				
Tomas S Herrera, Sheriff	5094				
Telephone Number (Include Area Code)	Total ICE Man Days for Previous 12 months				
830 b6,b7c	78				
Field Office / Sub-Office (List Office with Oversight)					
San Antonio	K. CLASSIFICAT		(ICE SPCS AND		
Distance from Field Office		L		L-3	
160	Adult Male		38		
	Adult Female		7		
E. CREATIVE CORRECTIONS INFORMATION	I FACTO YOUR CA	D A CIETES?			
Name of Inspector (Last Name, Title and Duty Station)	L. FACILITY CA		Operational	177-un august	
/ RIC / Creative Corrections	Adult Male	Rated		Emergency N/A	
Name of Team Member / Title / Duty Location	Adult Female	245 5	245	N/A	
Security SME / Creative Corrections			fenders 16 and Old		
Name of Team Member / Title / Duty Location	racinty flows	Juvennes On	tenders to and Oil	ier as Adults	
Food Service SME / Creative Corrections	M. AVERAGE DA	AILY POPUL	ATION		
Name of Team Member / Title / Duty Location		IC		Other	
/ Safety SME / Creative Corrections	Adult Male	1	150	0	
Name of Team Member / Title / Duty Location	Adult Female	1	0	0	
Health Service SME / Creative Corrections		<del></del>			
F. CDF/IGSA INFORMATION ONLY	N. FACILITY ST	AFFING LEV	'EL		
Contract Number Date of Contract or IGSA	Security:		Support:		
80-99-0219 4-1-07	, and b2l	ligh			
Basic Rates per Man-Day					
\$51.00					
Other Charges: (If None, Indicate N/A)					
N/A; ; $N/A$					

# SIGNIFICANT INCIDENT SUMMARY WORKSHEET

In order for Creative Corrections to complete its review of your facility, you <u>must</u> complete the following worksheet prior to your scheduled review dates. This worksheet must contain data for the past twelve months. We will use this worksheet in conjunction with the ICE Detention Standards to assess your detention operations with regard to the needs of ICE and its detainee population. Failure to complete this worksheet will result in a delay in processing this report, and may result in a reduction or removal of ICE detainees from your facility.

Incidents	DESCRIPTION	Jan – Mar	Apr – Jun	Jul – Sep	Oct – Dec
Assault:	Types (Sexual <sup>2</sup> , Physical, etc.)	Physical	Physical	Physical	0
Offenders on Offenders 1	With Weapon	0	0	0	0
	Without Weapon	11	6	14	0
Assault:	Types (Sexual Physical, etc.)	Physical	0	0	0
Detainee on Staff	With Weapon	. 0	0	0	0
	Without Weapon	. 1	0	0	0
Number of Forced Moves, incl. Forced Cell Moves <sup>3</sup>		4.	19	1	2
Disturbances <sup>4</sup>		. 0	2	0	0
Number of Times Chemical Agents Used		. 0	0	0	0
Number of Times Special Reaction Team Deployed/Used		0	0	0	0
# Times Four/Five Point	Number/Reason (M=Medical, V=Violent Behavior, O=Other)	6V	0	8B	2M
Restraints Applied/Used	Type (C=Chair, B=Bed, BB=Board, O=Other)	0	1B	0	0
Offender / Detainee Medical Referrals as a Result of Injuries Sustained.		0	0	0	0
Escapes	Attempted	. 0	0	0	0
)	Actual	0	0	0	0
Grievances:	# Received	31	0	7	0
	# Resolved in Favor of Offender/Detainee	31	0	7	0
Deaths	Reason (V=Violent, I=Illness, S=Suicide, A=Attempted Suicide, O=Other)	0	0	0	0
	Number	0	. 0	0	0
Psychiatric / Medical Referrals	# Medical Cases Referred for Outside Care	9	0	4	0
	# Psychiatric Cases Referred for Outside Care	0	0	0	0

Routine transportation of detainees/offenders is not considered "forced"

Any attempted physical contact or physical contact that involves two or more offenders

Oral, anal or vaginal penetration or attempted penetration involving at least 2 parties, whether it is consenting or non-consenting

Any incident that involves four or more detainees/offenders, includes gang fights, organized multiple hunger strikes, work stoppages, hostage situations, major fires, or other large scale incidents.

# DHS/ICE DETENTION STANDARDS REVIEW SUMMARY REPORT

1. AC	CEPTABLE	2. DEFICIENT	3. AT-RISK	4. REPEAT FINDING	5. NOT APPLICABLE				
LEGA	L ACCESS	STANDARDS				1.	2.	3. 4.	5.
1.	Visitation			\		$\boxtimes$			
2.	Telephone	Access							
DETA	INEE SERV	ICES			•	400			
3.	Admission	and Release							
4.	Classificat	ion System	•		• ,	$\boxtimes$			
5.	Detainee H	landbook							
6.	Food Servi	ice							
7.	Funds and	Personal Property				$\boxtimes$			
8.	Detainee G	rievance Procedures					$\boxtimes \mid$		
9.		nd Exchange of Clothi	ng, Bedding, and To	wels					
10.	Religious I	Practices		<u> </u>	·				
HEAL	TH SERVICE	CES							
11.	Medical Ca	are							
12.	Suicide Pro	evention and Intervent	ion			$\boxtimes$			
SECU	RITY AND	CONTROL .							
13.	Contraban	d							
14.	Detention 1	Files		.*		$\boxtimes$			
15.	Disciplinary Policy					$\boxtimes$			
16.									
17.	7. Environmental Health and Safety								1
18.	8. Hold Rooms in Detention Facilities								
19.	Key and Lock Control							330	
20.	Population								
21.					$\boxtimes$				
22.				X					
23.	1 , 1 , 5 ,			$\boxtimes$					
24.	Tool Contr								
25.	-	tion (Land manageme	nt)		•				
26.	Use of For								N. C.
27.		ainee Communication		3)					
28.	Detainee T	ransfer (Added Septe	mber 2004)			$\boxtimes$			

ALL FINDINGS OF DEFICIENT AND AT-RISK REQUIRE WRITTEN COMMENT DESCRIBING THE FINDING AND WHAT IS NECESSARY TO REACH COMPLIANCE.

# RIC REVIEW ASSURANCE STATEMENT

By signing below, the Reviewer-In-Charge (RIC) certifies that:

All findings of non-compliance with policy or inadequate controls, and findings of noteworthy accomplishments, contained in this Inspection Report, are supported by evidence that is sufficient and reliable; and

Within the scope of this review, the facility is operating in accordance with applicable law and policy, and property and resources are being efficiently utilized and adequately safeguarded, except for any deficiencies noted in the report.

REVIEW	ver-In-Charge
Reviewer-In-Charge: (Print Name)	Signature
b6,b7c	\$6,67c
Title & Duty Location	Date
Reviewer in Charge – Creative Corrections	6-5-08
TEA	M MEMBERS
Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
Security SME, Creative Corrections	II, Food Service SME, Creative Corrections
Print Name, Title, & Duty Location	Print Name, Title, & Duty Location
ьь, Health Services SME	b6. b7c Safety SME
RECOMMENDED RATING:   Superior	
Good	
ACCEPTABLE	
DEFICIENT	•

COMMENTS: This assessment evaluated physical plant capabilities/limitations and the feasibility for safe, secure, and humane confinement of ICE detainees. A presumptive rating of "Acceptable" is recommended contingent upon the submission and approval of an acceptable Plan of Action from the Maverick County Jail to ICE, addressing all RIC Issues and Concerns. With the implementation of suggested noted enhancements it is recommended the Maverick County Jail be utilized by ICE. The Maverick County Jail had eight deficient standards cited during this initial review: Detainee Handbook, Food Service, Detainee Grievance Procedures, Contraband, Environmental Health & Safety, Key and Lock Control, Tool Control and Use of Force.

AT-RISK

The current handbook fails to identify: the initial issue of clothing and bedding, and personal property; when a medical examination will be conducted; policy when telephone demand is high, direct and free telephone calls, policy and procedures for emergency calls and the detainee message system; facility search procedures and contraband policy; and facility visiting rules and regulations. In addition, the handbook does not describe: the detainee disciplinary policy and procedures; sick call procedures for general population and segregation; and the rights and responsibilities of all detainees

#### b2High

There is more than a 14-hour lapse time between the last meal served and the first meal of the following day. In addition, a registered dietitian has not conducted a complete nutritional analysis of every master -cycle menu planned.

The satellite-feeding program is not following proper sanitation guidelines. The facility issues Styrofoam cups and disposal plastic spoons to the detainees upon arrival at the jail and these are not being replaced daily. Instead of wearing proper safety shoes or rubber boots, most of the food service workers were observed wearing tennis shoes or shower slippers while working in the kitchen which is a high risk area for potential injuries and slip hazards. Weekly sanitation inspections of all food service areas and equipment is not being conducted. Storage areas in Food Service are not locked to prevent or curb theft.

The Maverick County Jail does not maintain a detainee grievance log or an alternative acceptable record keeping system. Staff are not required to forward any grievance that includes officer misconduct to ICE.

Maverick County Jail does not have any written procedure for handling illegal contraband; detainees do not receive notice of items they can and cannot have upon admittance.

The Maverick County Jail does not maintain constant inventories for flammable, toxic and caustic substances used/stored in the facility. MSDSs and an MSDS file are not maintained for hazardous substances used at the facility. The fire prevention, control, and evacuation plan fails to require: an area specific exit diagram conspicuously posted in the diagrammed area and public posting of emergency plans with accessible building/room floors. The facility does not have written procedures which regulate the handling and disposal of used needles and other sharp objects. There is no evidence that would indicate monthly inspections and preventive spraying is performed at the facility by a licensed pest control professional.

Facility policy and procedures do not address the issue of compromised keys and locks. The facility does not have a key accountability policy and procedure to ensure key accountability. The County Jail does not maintain any restricted keys for staff issuance with approval by a supervisor. Staff are not trained and held responsible for the adhering to proper procedures for the handling of keys.

The Facility does not have a tool classification system where tools are classified as restricted and non-restricted. The facility does not have procedures for the issuance of tools to staff and detainees.

The facility does not have a use of force policy. There is no policy that addresses medication for restraint purposes. There is no policy to address that medical staff is contacted immediately after a use of force situation. There is no policy or procedure that addresses precautions taken when restraining pregnant detainees.

Maverick County Jail staff were very positive and professional and receptive to making the recommended changes, which would improve their jail operation.

# MANAGEMENT REVIEW

The signature below constitutes review of this report and acceptance by the Review Authority. FOD/OIC/CEO will have from receipt of this report to respond to all findings and recommendations.

HQDRO MANGEMENT REVIEW: (Print Name)	Signatu
b6,b7c	b6,b7c
Title	Date 24 - 10 R
Acting Chief, Detention Standards Compliance Unit	9/15/2008

Final Rating: Acceptable

**Deficient** 

At-Risk

Comments:

The Review Authority concurs with the "Acceptable" rating based on the approval of the facilities corrective Plan of Action for the deficiencies identified in the Detainee Handbook, Food Service, Detainee Grievance Procedures, Access to Medical Care, Contraband, Disciplinary Policy, Emergency Plans, Environmental Health & Safety, Hold Rooms in Detention Facilities, Key & Lock Control, Population Counts, Security Inspections, Special Management Unit (Administrative Detention and Disciplinary Segregation), Tool Control, and Use of Force standards.