



Department of  
Rehabilitation & Correction

Mike DeWine, Governor  
Annette Chambers-Smith, Director

01/29/2020

Sheriff William Johnson  
Ashtabula County Jail  
25 W. Jefferson Street  
Jefferson, OH 44047

RE: 2019 Annual Jail Inspection

Dear Sheriff William Johnson:

In accordance with Section 5120.10 of the Ohio Revised Code and Executive Order 92-03 of the Department of Rehabilitation and Correction, the Ashtabula County Jail, a full service jail, was inspected on 11/21/2019. The inspection was restricted to assessing compliance with a group of standards, selected from the Standards for Jails in Ohio promulgated by the Department of Rehabilitation and Correction. The group of standards being inspected focused on Reception & Release, Classification, Security, Housing, Sanitation and Environmental Conditions, Communication, Visitation, Medical and Mental Health Services, Food Service, Recreation and Programming, Inmate Discipline, Administrative Segregation, Grievance, Staffing, and Staff Training. The inspection consisted of this Inspector receiving and/or reviewing requested documentation and/or materials, touring selected areas of the jail, and having discussions with various jail staff.

The total actual general housing capacity for the Ashtabula County Jail is 160. On the date of the jail inspection, there were 150 inmates incarcerated in the Ashtabula County Jail. The Ohio Department of Rehabilitation and Correction recommended housing capacity for the jail is 112, which is based upon total available living space and other requirements. Officials should maintain prisoner counts within the Department's recommended capacity figure .

The Ashtabula County Jail (Full Service Jail) is in compliance with 97 standards, 49 "Essential", and 48 "Important".

5120:1-8-01 (A)(1); -01 (A)(3); -01 (A)(4); -01 (A)(7); -01 (A)(9); -01 (A)(12); -02 (B)(1); -02 (B)(2); -02 (B)(4); -03 (A)(4); -03 (A)(5); -03 (A)(7); -03 (B)(2); -03 (B)(4); -03 (B)(5); -03 (B)(6); -03 (B)(7); -03 (B)(8); -03 (B)(9); -03 (B)(10)(a); -03 (B)(10)(b); -03 (B)(10)(c); -03 (B)(10)(d); -03 (B)(11)(b); -03 (B)(11)(c); -03 (B)(12); -03 (B)(15); -03 (B)(16); -03 (B)(17); -04 (E); -04 (F); -04 (K); -05 (A); -05 (B); -05 (C); -05 (E); -05 (H)(3); -05 (J); -05 (K); -05 (L); -05 (M); -05 (O); -05 (P); -05 (Q); -06 (B); -06 (C); -06 (G); -07 (A); -07 (D); -07 (E); -07 (H); -07 (I); -09 (A); -09 (B); -09 (C); -09 (D); -09 (E); -09 (F); -09 (G); -09 (H); -09 (J); -09 (K); -09 (M); -09 (N); -09 (P); -09 (Q); -09 (R); -09 (U); -09 (V); -09 (W); -09 (X); -10 (A); -10 (C); -10 (D); -10 (E); -10 (F); -10 (G)(1); -10 (G)(2); -11 (B); -11 (E); -12 (B); -12 (C); -12 (F); -12 (G); -12 (H); -15 (B); -15 (D); -15 (E); -16 (A); -17 (D); -17 (E); -17 (F); -17 (G); -18 (B); -18 (C); -18 (D); -18 (E);

The Ashtabula County Jail did not comply with 18 standards, 4 "Essential", and 14 "Important". This letter is intended to serve as a basis for developing plans of action for bringing the facility into compliance with the deficiencies noted during the inspection.

5120:1-8-02 (D) (Important) Inmates, when placed in general population, shall be: D1): Assigned a bed. D2): Provided with a mattress, blanket, bed linens, and towels. D3): Provided with articles to maintain personal hygiene (toothbrush,

toothpaste, feminine hygiene items and soap).

Comments: On the day of the inspection the jail was found to have a population in excess of both the Bureau Recommended Capacity and the General Housing Capacity. This resulted in inmates housed on the dayroom floor, not being assigned a bed.

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (1) (Essential) An established security perimeter.

Comments: The physical plant of the existing jail facility does not provide an established jail security perimeter. Currently law enforcement functions (dispatch and detective bureau) share portions of jail functions (kitchen, laundry and commissary) on the third floor. These areas are not properly separated where the integrity of the security perimeter is compromised (weapons security, operational and physical security)

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (3) (Essential) A secure booking and release area.

Comments: The physical plant of the existing jail facility does not provide a secure booking and release area required by the Standards for Jails in Ohio. The entry door into the jail's central control does not possess security grade functions to safeguard this location.

5120:1-8-03 (A) Each full service jail shall maintain the following minimum standards in regard to security of the jail. (6) (Essential) A two-way communications system between central control, staffed posts and inmate occupied areas.

Comments: The physical plant of the existing jail facility does not provide an effective two -way communication systems between central control and inmate occupied areas. This is due to the jail not possessing two-way communication systems in inmate housing cells.

5120:1-8-04 (A) (4) Full service jails shall provide inmates with sufficient space . The jail shall maintain documentation regarding square footage and maximum occupancy figures for all housing and holding areas, and shall comply with the following minimum requirements: Dayspace: (Important) Thirty-five square feet per number of occupants occupying the dayspace at one time. Minimum size of one hundred five square feet.

Comments: The jail has exceeded the Bureau Recommended Capacity for their facility and there is not the required amount of day space for each inmate.

5120:1-8-04 (B) (Important) ) Seating shall be provided in holding areas, holding cells, housing cells, dormitories, dayrooms and eating areas for each inmate.

Comments: The jail has exceeded the Bureau Recommended Capacity for their facility and there is not the required amount of seating for each inmate.

5120:1-8-04 (C) (Important) Single cells/rooms and multiple occupancy cells/rooms/dormitories shall have an air circulation of fifteen cubic feet of outside or recirculated filtered air per minute per occupant or as required by the local authority having jurisdiction. Documentation from a qualified source shall be maintained by the jail.

Comments: On the day of the inspection, the jail did not have documentation from a qualified source showing adherence to this standard.

5120:1-8-04 (D) (Important) Temperature is mechanically raised or lowered to acceptable comfort levels .

Comments: During the inspection, temperatures in the inmate housing units ranged from 58-64 degrees Fahrenheit.

5120:1-8-04 (G) (Important) Shower facilities at a minimum of one operable shower for every twelve occupants. Water temperatures shall be controlled thermostatically in a range from one hundred five to one hundred twenty degrees

Fahrenheit.

Comments: The jail has exceeded the Bureau Recommended Capacity for their facility and there is not the required amount of showers for each inmate per the standard. Additionally, water temperatures measured between 85-95 degrees Fahrenheit.

5120:1-8-04 (H) (Important) One operable wash basin with hot and cold potable water for every twelve occupants.

Comments: The jail has exceeded the Bureau Recommended Capacity for their facility and there is not the required amount of wash basins for each inmate per the standard. Additionally, several wash basins were not operable with hot and cold potable water.

5120:1-8-04 (J) (Important) Natural light shall be provided in housing units, dorms, cells and/or dayspaces.

Comments: The age and layout of the existing jail facility does not provide natural light and doesn't meet the requirements for this standard (see notes within the standard in OHJMS).

5120:1-8-05 (G) The jails shall maintain documentation that the following standards are met with regard to interior lighting: (1) (Important) At least twenty foot-candles, measured thirty inches above the floor, in inmate reading areas.

Comments: The age and layout of the existing jail facility does not provide adequate lighting throughout the jail and all housing and holding cell(s); not meeting the lighting requirements for this standard.

5120:1-8-05 (G) The jails shall maintain documentation that the following standards are met with regard to interior lighting: (2) (Important) At least fifteen foot-candles, measured thirty inches above the floor, in inmate accessible areas.

Comments: The age and layout of the existing jail facility does not provide adequate lighting throughout the jail and all housing unit accessible areas (shower/toilet areas); not meeting the lighting requirements for this standard.

5120:1-8-05 (I) (Important) Each inmate shall be provided the opportunity for a hot shower not to exceed forty-eight hours.

Comments: During the inspection, inmate showers evidenced cold shower temperatures throughout the jail.

5120:1-8-05 (N) (Important) Training in jail fire safety equipment shall be conducted annually.

Comments: The jail did not provide documentation indicating jail staff received annual training in fire safety equipment.

5120:1-8-10 (B) (Essential) Inmates shall be served a minimum of three meals daily at regularly scheduled intervals, not to exceed fourteen hours between meals. Inmates can be served a minimum of two meals daily at regularly scheduled intervals, not to exceed fourteen hours between meals, on weekends, state holidays and during emergencies.

Comments: At the time of the inspection, the jail's established meal times do not meet the standard requirement regarding fourteen hours between meals (see notes within the standard in OHJMS).

5120:1-8-11 (A) (Important) Exercise and/or equipment for inmates shall be provided and the jail shall ensure that inmates are offered at least five hours per week.

Comments: The jail's current policy, procedures and practices need to be reinforced to reflect standard and components specified. Additionally, the jail's supporting documentation did not evidence compliance for this standard.

5120:1-8-18 (A) (Important) Jail support staff with routine contact shall receive training in pertinent agency policies and procedures prior to or in conjunction with assignment to jail duties.

(1) During the first year of assignment receive twenty-four hours of training including legal aspects of corrections, basic

security concepts, emergency preparedness, interpersonal communications, first aid/CPR, unarmed self-defense, and "Standards for Jails in Ohio."

(2) Two hours of in-service training each subsequent year of employment addressing specific job assignments and/or jail related issues.

Comments: The jail's supporting documentation did not evidence compliance with sections (A)(1) and (A)(2) of the standard.

Plan of action forms are enclosed. Completed form(s) and/or corrective materials addressing the noted deficiencies must be completed and submitted through the Ohio Jail Management System (OHJMS) at [www.OHJMS.Intelligrants.com](http://www.OHJMS.Intelligrants.com) within 45 days of receipt of this correspondence. Please feel free to contact the Bureau if you need assistance or clarification in this effort. The Bureau remains available to discuss the aspects of this report or to provide reference materials or assistance as desired.

Sincerely,

A handwritten signature in blue ink that reads "Joel M. Commins". The signature is written in a cursive style and is positioned above a horizontal line.

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