



Washington State  
Department of  
Corrections Annual  
PREA Report  
Calendar Year 2017


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The Prison Rape Elimination Act (PREA) requires that each facility collect and review data “...in order to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies and training.” (Standard 115.88 a) This review is intended to:

- Identify problem areas and corrective action taken on an ongoing basis for each facility and the agency as a whole;
- Compare the current years data and corrective actions with those from previous years; and
- Assess the agency’s progress in addressing sexual abuse (standard 115.88 a and b)

This report is intended to provide information for calendar year 2017.



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Stephen Sinclair  
Secretary

## BACKGROUND

The Prison Rape Elimination Act of 2003 (PREA) Public Law 108-79) was signed into federal law September 2003 following unanimous support from both parties in Congress. The purpose of the act is to “provide for the analysis of the incidents and effects of prison rape in Federal, State and local institutions and to provide information, resources, recommendations and funding to protect individuals from prison rape” (Prison Rape Elimination Act, 2003). PREA seeks to establish a zero-tolerance policy regarding sexual abuse, assault and harassment in all correctional systems, including prisons, jails, police lock-ups, and other confinement facilities for adults and juveniles.

PREA also mandated the publication of standards to ensure compliance, detailing implementation specifications with the intent of creating a culture of sexual safety within each facility. In addition to these mandatory standards, PREA requires all correctional facilities to conduct sexual abuse incident reviews and collect “accurate, uniform data for every allegation of sexual abuse at facilities under its direct control using a standardized instrument and set of definitions.” (Standard 115.87 a)

The final rule and standards were published in the federal register on June 20, 2012, and became effective on August 20, 2012. Standards require annual audits of one-third of the facilities under the agency’s jurisdiction. Annual Governor certification of compliance in all facilities under the operational control of the state’s executive branch, and all private facilities operated on behalf of the executive branch to house offenders is also required. Failure to comply with standards each year will result in a loss of 5% of identified federal grant funding.

## MAJOR ACCOMPLISHMENTS

During 2017, WADOC has accomplished the following in regard to PREA implementation and quality improvements:

- Addition of commissary items available to all offenders, initiating from requests of members of the transgender offender population;
- Addition of a data field to the property screens in the Offender Management Network Information system to better identify property provided to transgender offenders;
- Certification of an additional Department of Justice PREA auditor and acceptance of another to attend training in 2018;
- Completion of six (6) PREA audits for Oregon Department of Corrections under the Western States Consortium agreement;
- Development and implementation of standardized risk assessment trackers in all facilities with implementation of a system of quarterly headquarters-level review to assess sustainability and compliance on a continuous basis;
- Implementation of legal advocacy support in all facilities, providing an advocate during all investigatory interviews in cases involving a forensic medical examination;
- Launching of a PREA-related confidential hold in the Offender Management Network Information system to ensure the completion of required housing reviews prior to the transfer of any transgender or intersex offender; and
- Movement of all offenders out of a county facility that did not complete a Department of Justice PREA audit, thereby ensuring that all facilities contracted to house WADOC offenders are PREA compliant.

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Airway Height Corrections Center	100% compliance achieved in 02/2015 audit; Corrective action in work following 10/2017 audit
Ahtanum View Work Release	100% compliance achieved in 11/2015 audit
Bellingham Work Release	100% compliance achieved in 04/2015 audit
Bishop Lewis Work Release	100% compliance achieved in 07/2014 and 03/2017 audits
Brownstone Work Release	100% compliance achieved in 05/2015 audit; Corrective action in work following 10/2017 audit
Cedar Creek Corrections Center	100% compliance achieved in 08/2014 and 03/2017 audits
Clallam Bay Corrections Center	100% compliance achieved in 06/2015 audit; Corrective action in work following 09/2017 audit
Coyote Ridge Corrections Center	100% compliance achieved in 08/2015 audit
Eleanor Chase Work Release	100% compliance achieved in 05/2015 audit; Corrective action in work following 10/2017 audit
Helen B. Ratcliff Work Release	100% compliance achieved in 07/2014 and 03/2017 audits
Larch Corrections Center	100% compliance achieved in 11/2015 audit
Longview Work Release	100% compliance achieved in 04/2016 audit
Monroe Correctional Complex	100% compliance achieved in 06/2016 audit
Madison Inn Work Release (Facility no longer in operation)	100% compliance achieved in 07/2014 audit
Mission Creek Corrections Center for Women	100% compliance achieved in 07/2014 and 03/2017 audits
Olympia Work Release	100% compliance achieved in 04/2016 audit
Olympic Corrections Center	100% compliance achieved in 06/2015 and 09/2017 audits
Peninsula Work Release	100% compliance achieved in 03/2015 and 08/2017 audits
Progress House Work Release	100% compliance achieved in 03/2015 and 08/2017 audits
Rap House / Lincoln Park Work Release (Facility no longer in operation)	100% compliance achieved in 03/2015 audit; Corrective action in work following 11/2017 audit
Reynolds Work Release	100% compliance achieved in 07/2014 and 03/2017 audits
Stafford Creek Corrections Center	100% compliance achieved in 08/2014 and 03/2017 audits
Tri-Cities Work Release	100% compliance achieved in 11/2015 audit
Washington Corrections Center	100% compliance achieved in 06/2015 audit
Washington Corrections Center for Women	100% compliance achieved in 07/2014 and 03/2017 audits
Washington State Penitentiary	100% compliance achieved in 05/2016 audit

Green – year one of audit cycle

Blue – year two of audit cycle

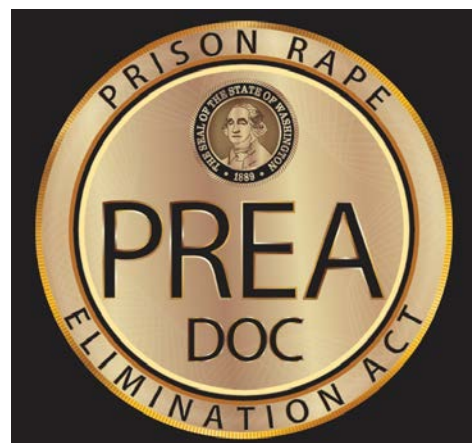
White – year three of audit cycle

## GOVERNOR CERTIFICATION

Each Governor is required to annually certify statewide PREA compliance for all applicable "...facilities in the State under the operational control of the State's executive branch, including facilities operated by private entities on behalf of the State's executive branch." (Standard 115.501) Three options are provided to Governors:

- Certification that the state and all applicable facilities are in full compliance with the National Standards to Prevent, Detect, and Respond to Prison Rape, 28 C.F.R. Part 115;
- Assurance that the state/jurisdiction will use not less than 5 percent of grant funds as identified by the Department of Justice to enable the state/jurisdiction to adopt and achieve full compliance with the National Standards to Prevent, Detect, and Respond to Prison Rape, 28 C.F.R. Part 115; or
- Decisions on the part of the Governor not to certify compliance or provide an assurance that the state/jurisdiction is moving toward compliance.

On October 14, 2016, Washington Governor Jay Inslee provided an assurance that the state of Washington was working toward compliance in all applicable facilities. The Governor's assurance indicated, in part, that, "Washington is committed to ensuring the safety of individuals in our adult and juvenile corrections facilities. We have worked diligently to ensure compliance with the requirements of the Prison Rape Elimination Act (PREA) in our state facilities. We have made significant efforts toward achieving this goal and will continue our work toward achieving full compliance."



## AGGREGATE DATA

The following key is applicable for all data presented in this report:

Offender-on-Offender	Staff-on-Offender
ISA = Sexual Assault	SSH = Sexual Harassment
IASC = Sexual Abuse	SSM = Sexual Misconduct
ISH = Sexual Harassment	SOM = Other Misconduct

WADOC has established definitions of misconduct under PREA that are far more broad and comprehensive than those published by the Department of Justice (DOJ). These definitions were the result of litigation as well as issues encountered during standard implementation. During 2018, definitions will be examined using the Lean Value Stream Mapping process by groups of stakeholders, which may result in bringing definitions more in line with DOJ publications. However, the data presented for 2017 utilizes these broader definitions, resulting in a significantly higher rate of allegations than found in similar correctional agencies. Definitions of misconduct used in data collection are attached to this report.

The data presented in this report is as of 02/01/2018.

During calendar 2017, WADOC conducted investigations into 457 offender-on-offender allegations and 228 staff-on-offender allegations, for a total of 685 investigations. With an offender population of 17,844 in prison and work release facilities (12/31/2017), this results in a rate of 38.4 allegations per 1,000 offenders.

## Agency Sexual Abuse Data

The following is the breakdown of allegations by type and finding for calendar year 2017:

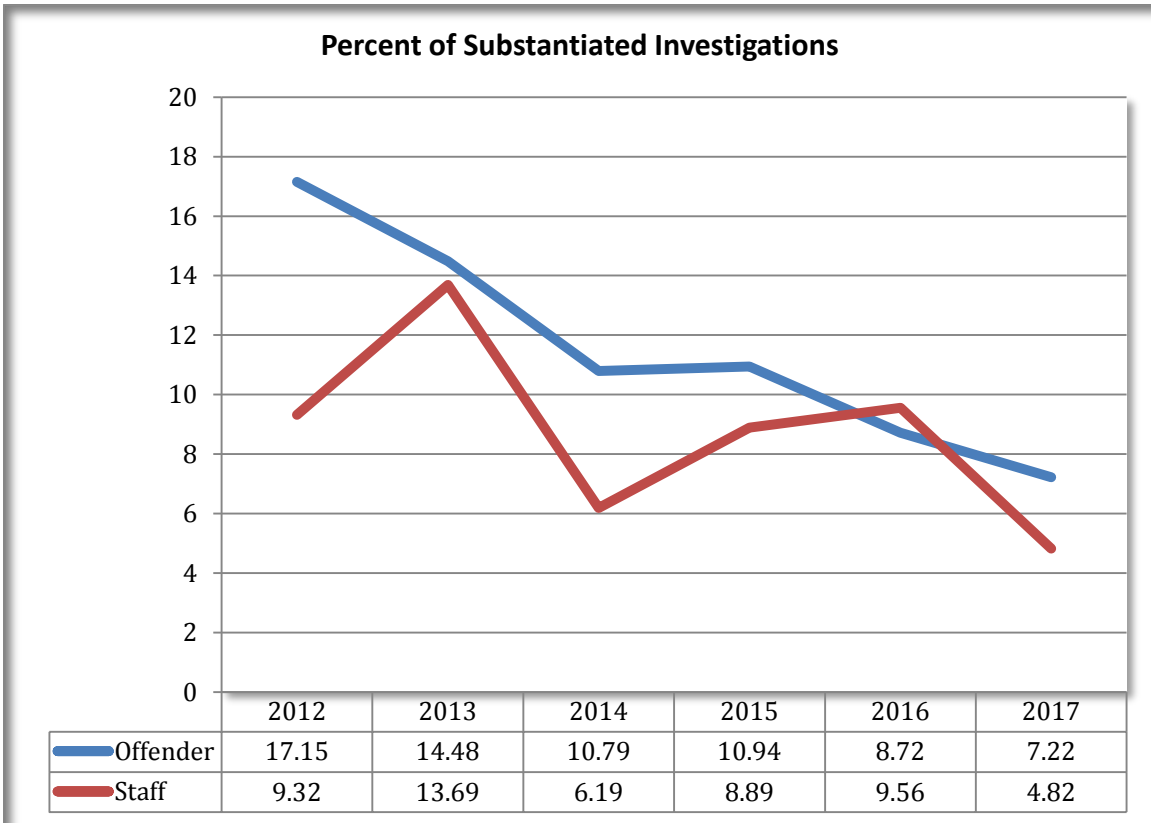
Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	7	37	20	7	71
ISA	9	105	59	22	195
ISH	17	118	48	8	191
TOTAL	33	260	127	37	457

Staff-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	2	0	2
SSH	1	12	39	7	59
SSM	10	41	81	35	167
TOTAL	11	53	122	42	228

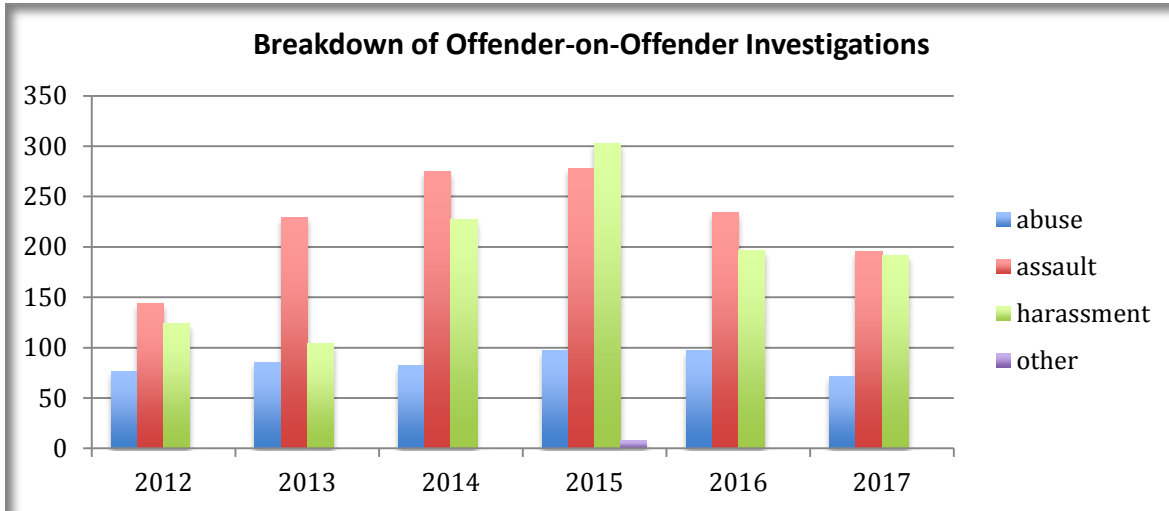
An analysis of investigation and finding information over the past six (6) years indicates a recent decrease in the number of investigations conducted based on allegations received coupled with an overall decrease in the percent of substantiated allegations.

	Substantiated		Unsubstantiated		Unfounded		Open	
	Offender-Offender	Staff-Offender	Offender-Offender	Staff-Offender	Offender-Offender	Staff-Offender	Offender-Offender	Staff-Offender
2012	59	18	178	59	107	116	0	0
2013	65	33	199	48	186	160	0	0
2014	63	22	156	40	365	245	0	0
2015	61	42	256	69	367	272	2	1
2016	46	22	248	40	231	164	2	4
2017	33	11	260	53	127	122	37	42

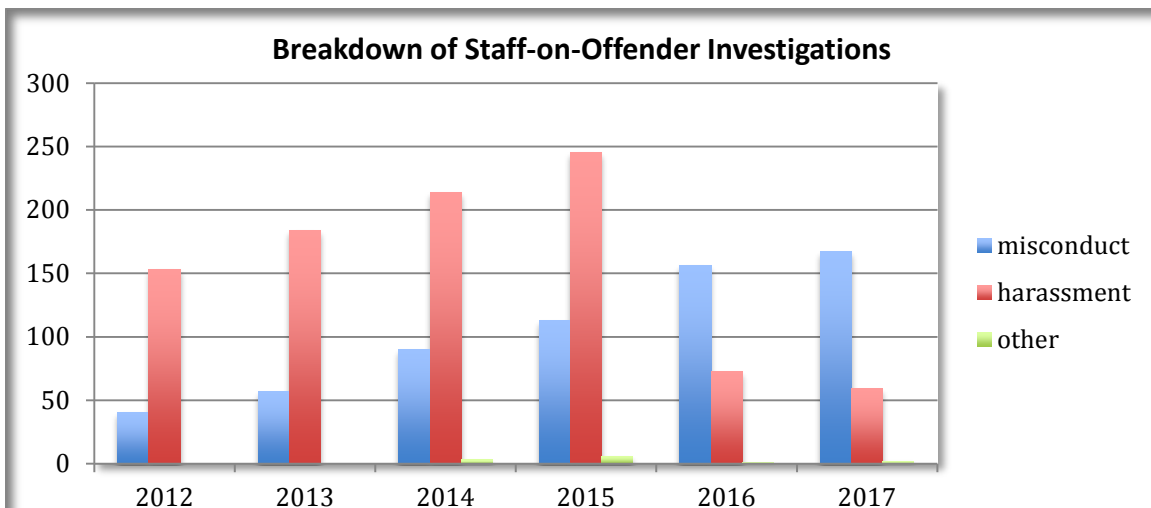




A breakdown of the 3,016 offender-on-offender investigations over the last six (6) years by type of allegations illustrates that 508 (17%) were abuse, 1,355 (45%) were assault, 1,145 (38%) were harassment, and 8 (less than 1%) were other forms of related misconduct (e.g., retaliation).



A breakdown of the 1,563 staff-on-offender investigations over the last six (6) years by type of allegations illustrates that 623 (40%) were sexual misconduct, 928 (59%) were harassment, and 12 (1%) were other forms of related misconduct (e.g., failure to report, retaliation, breach of confidentiality, etc.).



## HOW ALLEGATIONS WERE REPORTED

Offenders are provided with multiple venues in which to report PREA allegations. The following is a breakdown of the ways in which allegations were received for the investigations conducted in 2017:

Method by which Allegations were received which Resulted in Internal PREA Investigations	#
Anonymous grievance	5
Discovery	40
Email (to Associate Superintendent, Community Corrections Officer, Correspondence Unit, Community Partnership Program Coordinator, Ombudsman, and PREA Unit)	9
External report entity	24
Grievance	73
Hotline	68
Kiosk	7
Kite	31
Note, letter or written statement (to Attorney General, Corrections Specialist, Correspondence Unit, Correctional Unit Supervisor, Hearing Officer, Indeterminate Sentence Review Board, Intelligence and Investigations Chief, Lieutenant, Mental Health practitioner, PREA Coordinator, Secretary, and Sergeant)	33
Telephone call (to Assistant Secretary, Captain and PREA Unit)	3
Verbal report to Staff (detail following)	392
TOTAL	685

Of the 685 total investigations conducted, 10 were initiated based on information received from outside the agency (county jails other state correctional agencies)

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All staff members are mandated to accept and report allegations received, including those made verbally, in writing and by third parties. Verbal reports to staff account for 57% of the total number of allegations received that resulted in an internal administrative investigation. The following table illustrates the position of the staff member receiving these verbal reports:

Internal Investigation Allegation Verbally Reported to...	#
A/C Cook	1
Chaplain	2
Classification Counselor	82
Community Corrections Officer	4
Community Corrections Supervisor	2
Contract Staff	2
Correctional Industries Staff	6
Correctional Officer	53
Correctional Unit Supervisor	26
Corrections Specialist	8
DOJ PREA Auditor	7
Field Administrator	1
Grievance Coordinator	1
Hearing Officer	11
Investigator	6
Jail / Other Correctional Facility Staff	10
Lieutenant	33
Maintenance Staff	1
Medical Staff	21
Mental Health Staff	56
Sergeant	48
Sex Offender Treatment Specialist	8
Superintendent	1
Unknown / Not Documented	1
Volunteer	1
<b>TOTAL</b>	<b>392</b>

The largest number of verbal reports has consistently been made to classification counselors, correctional officers, and mental health staff, which is generally based on the type of interactions offenders have with these staff members.



Offenders also used available reporting methods to report allegations about jurisdictions outside of WADOC:

Method by which Allegations were received regarding other Jurisdictions.	#
Discovery	9
Email (PREA Coordinator, PREA mailbox)	4
External Report Entity	3
Grievance	3
Hotline	12
Kite	2
Letter or written statement (to PREA Coordinator, Mental Health Staff)	3
Verbal report to Staff	89
TOTAL	125

## DEMOGRAPHICS

The following is an overview of the offender population within Washington State Department of Corrections.

Total Prison and Work Release Population as of 12/31/2017	
17,844	
Gender	
Male	91.7%
Female	8.3%
Race	
American Indian / Alaska Native	4.9%
Asian / Pacific Islander	4.1%
Black	18.4%
White	70.7%
Other	0.9%
Unknown	0.9%
Average Age	
38.7 years	

The following is demographic information for substantiated offender-on-offender PREA investigations. Please note that a single investigation may involve more than one offender victim or location.

Substantiated Offender-on-Offender Sexual Abuse, Assault and Harassment				
Total number of substantiated administrative investigations = 33				
Total Number of Victims = 40				
Total Number of Perpetrators = 33				
Gender	Victim		Perpetrator	
Male	33	82.5%	28	84.8%
Female	6	15.0%	3	9.1%
Transgender	1	2.5%	2	6.1%
Unknown / not documented	0	0.0%	0	0.0%
Race	Victim		Perpetrator	
American Indian / Alaska Native	2	5.0%	0	0.0%
Asian / Pacific Islander	0	0.0%	2	6.1%
Black	2	5.0%	9	27.3%
White	34	85.0%	0	0.0%
Other	1	2.5%	21	63.6%
Unknown / not documented	1	2.5%	1	3.0%

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Age	Victim		Perpetrator	
< 18	0	0.0%	0	0.0%
18 – 24	7	17.5%	0	0.0%
25 – 29	9	22.5%	5	15.1%
30 – 34	4	10.0%	9	27.3%
35 – 39	6	15.0%	2	6.1%
40 – 44	1	2.5%	2	6.1%
45 – 54	11	27.5%	6	18.2%
55 +	1	2.5%	7	21.2%
Unknown / not documented	1	2.5%	2	6.1%

Substantiated Offender-on-Offender Sexual Abuse, Assault and Harassment Location (NOTE: There may be more than one location per investigation)		
Cell	20	51.2%
Dayroom	6	15.4%
Dorm room	1	2.6
Library	1	2.6
Mental health services	1	2.6
Public area (living unit, outside unit, tier)	4	10.2%
Recreation area (gym, yard)	3	7.7%
Shower	3	7.7%

Substantiated Offender Perpetrator Sanctions (NOTE: More than one sanction may have been applied to a perpetrator)	
Confinement to cell / room	8
Loss of Good Conduct Time	5
Loss of Privileges (to include correspondence and electronic device restriction)	10
Reprimand / Warning	1
Segregation	13
Separation from victim	5
Transfer	2
None (infraction dismissed, specific perpetrator not identified)	4

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PREA allegations involving staff, contractors and volunteers can involve individuals from any facet of agency operations. The following shows the breakdown of these individuals named as the accused in PREA investigations of staff sexual misconduct and staff sexual harassment during 2017:

Position	Substantiated SSM & SSH	Unsubstantiated SSM & SSH	Unfounded SSM & SSH	Open SSM & SSH	Total SSM & SSH
Certified Nurse Assistant / Licensed Practical Nurse	0	0	1	1	2
Chemical Dependency Treatment Provider	0	1	0	0	1
Classification Counselor	0	1	0	2	3
Clerical	1	0	1	0	2
Community Corrections Officer	0	0	8	0	8
Contract Staff	2	3	4	3	12
Cook / Cook Supervisor	0	3	2	9	14
Correctional Industries Staff	0	3	0	1	4
Correctional Officer	6	34	78	14	131
Correctional Program Manager	0	0	1	0	1
Correctional Unit Supervisor	0	1	4	0	5
Corrections Specialist	1	0	0	0	1
Dental Assistant	0	0	0	1	1
Hearings Officer	0	0	1	0	1
Lieutenant	0	0	1	0	1
Mental Health Counselor	0	0	4	1	5
Nurse	0	1	5	4	10
Physician	0	0	2	0	2
Psychology Associate	0	0	0	2	2
Recreation Specialist	0	0	1	0	1
Sergeant	0	3	6	1	10
Unknown / not documented	0	1	2	1	5
Volunteer	1	1	0	2	4
Warehouse	0	0	1	0	1
X-Ray Technician	0	1	0	0	1
<b>TOTAL</b>	<b>11</b>	<b>53</b>	<b>122</b>	<b>42</b>	<b>228</b>



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The following is demographic information for substantiated staff-on-offender PREA investigations. WADOC policy defines “staff” as employees, contractors, and volunteers. Please note that a single investigation may involve more than one offender victim or location.

Substantiated Staff-on-Offender Sexual Misconduct, Harassment, and Other Misconduct				
Total number of substantiated administrative investigations = 11				
Total Number of Victims = 12				
Total Number of Perpetrators = 11				
Gender	Victim		Perpetrator	
Male	9	75.0%	3	27.2%
Female	2	16.7%	8	72.7%
Transgender	1	8.3%	0	0.0%
Unknown / not documented	0	0.0%	0	0.0%
Race	Victim		Perpetrator	
American Indian / Alaska Native	1	8.3%	0	0.0%
Asian / Pacific Islander	1	8.3%	0	0.0%
Black	3	25.0%	1	9.1%
White	7	58.3%	10	90.9%
Other	0	0.0%	0	0.0%
Unknown / not documented	0	0.0%	0	0.0%
Age	Victim		Perpetrator	
24 and younger	2	16.7%	2	18.2%
25 – 29	4	33.3%	0	0.0%
30 – 34	4	33.3%	3	27.2%
35 – 39	0	0.0%	2	18.2%
40 – 44	1	8.3%	2	18.2%
45 – 54	1	8.3%	1	9.1%
55 +	0	0.0%	1	9.1%
Unknown / not documented	0	0.0%	0	0.0%

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Substantiated Staff-on-Offender Sexual Misconduct, Harassment, and Other Misconduct Location (NOTE: There may be more than one location per investigation)		
Cell	1	9.1%
Community setting	1	9.1%
Counselor's office	2	18.2%
Dining hall	1	9.1%
Exchange of electronic mail	1	9.1%
Fire escape stairwell	1	9.1%
Foyer	1	9.1%
Kitchen	1	9.1%
Program activities building	1	9.1%
Unknown / not documented	1	9.1%

Substantiated Staff Perpetrator Years at Facility	Staff Sexual Harassment & Staff Other Misconduct		Staff Sexual Misconduct	
	Less than 6 months	0	0.0%	1
6 months to 1 year	0	0.0%	2	20.0%
1 to 5 years	0	0.0%	6	60.0%
5 to 10 years	0	0.0%	0	0.0%
More than 10 years	1	100.0%	1	10.0%
Unknown / not documented	0	0.0%	0	0.0%

Substantiated Staff Perpetrator Job Classification		
Clerical	1	9.1%
Contract Staff	2	18.2%
Correctional Officer	6	54.5%
Corrections Specialist	1	9.1%
Volunteer	1	9.1%

Substantiated Staff Perpetrator Sanctions	Staff Sexual Harassment & Staff Other Misconduct		Staff Sexual Misconduct
	(NOTE: More than one sanction may have been applied to a perpetrator)		
Supervisory meeting	1		0
Referred to law enforcement	0		1
Resignation prior to Completion of Investigation	0		7
Termination	0		3

## LAW ENFORCEMENT REFERRALS

PREA standards require that whenever an allegation appears to be criminal, a referral is made to the appropriate entity with the authority to conduct a criminal investigation. Within the State of Washington, this is dependent on the location of the facility. If the facility is within city limits, the first referral is made to the local police department. If the facility is not within city limits, the first referral is made to the county sheriff. Facilities may also make referrals to the Washington State Patrol if referrals have been refused or declined at lower identified levels.

During calendar year 2017, a total of 40 allegations were referred to local law enforcement officials for possible criminal investigations. The results of those referrals are as follows:

Results of Referral	#	Comments
Declined by law enforcement officials for criminal investigation	23	Reasons noted include: <ul style="list-style-type: none"> <li>• Based on victim report / false information provided by victim (2)</li> <li>• Evidence indicated act did not occur (1)</li> <li>• Lack of criminal act (1)</li> <li>• Lack of / insufficient evidence (4)</li> <li>• Lack of physical contact (1)</li> <li>• Lack of victim cooperation (3)</li> <li>• Timeframes /statute of limitations (7)</li> <li>• Unknown / not documented (4)</li> </ul>
Accepted by law enforcement officials for criminal investigation but declined by prosecutors	6	Reasons include: <ul style="list-style-type: none"> <li>• Decision not to forward following completion of criminal investigation (1)</li> <li>• Insufficient evidence (1)</li> <li>• Victim statement not credible (1)</li> <li>• Unknown / not documented (3)</li> </ul>
Outcome of referral to law enforcement officials still pending	1	Pending results of forensic medical examination and/or internal administrative investigation.

## LOCAL REVIEW COMMITTEES

At a minimum, PREA standards require a review of all substantiated and unsubstantiated investigations of offender-on-offender abuse and assault and staff sexual misconduct. Appointing Authorities responsible for investigations may also conduct this level of review on other investigations on a case-by-case basis. Incident reviews are conducted by a multi-disciplinary team comprised of facility administration with input from supervisors, investigators, and medical or mental health practitioners. The following are some of the factors that are reviewed during this process:

- Motivation for the incident,
- Staffing,
- Physical barriers and physical plant layouts,
- Monitoring technology, and
- Indicated changes to agency policy and/or local procedures.

During 2017, a total of 303 local review committees were held across the agency. Of these, 35 resulted in some form of action plan. Elements included in action plans include, but are not limited to:

- Continued discussion of reporting in musters;
- Continuation of camera project;
- Counseling regarding performance plan requirements;
- Installation of identified mirrors;
- Issuing of applicable offender infractions or keep separates
- Presence of adequate supervisors on weekends;
- Review of area for camera coverage;
- Review of expectations, protocols, and investigation process;
- Staff training (contact requirements, boundaries, professionalism, etc.);
- Two staff members present when counseling; and
- Use of overhead lights while staff occupy a space



## VICTIM ADVOCACY SERVICES

Through collaboration with the Department of Commerce Office and Crime Victim's Advocacy (OCVA) and the Washington Coalition of Sexual Assault Programs (WCSAP), WADOC has successfully expanded PREA response services for incarcerated sexual assault survivors by adding in-person advocacy for offenders during internal investigations where there is an alleged aggravated sexual assault.



Established in 1990, OCVA serves the State by advocating on behalf of victims seeking services and resources, administering grant funds for community programs working with crime victims, assisting communities in planning and implementing services for crime victims, and advising state and local government agencies of practices, policies and priorities that impact crime victims.



WCSAP is a non-profit organization that strives to unite agencies in the elimination of sexual violence. WCSAP provides information, training, and expertise to program and individual members who support victims, family and friends, the general public, and anyone who has been affected by sexual assault. Their activities include public policy, resources and publications, technical assistance, and trainings.

Currently inmates have access to confidential advocacy services through an unrecorded, toll-free telephone call or scheduled in-person appointments. Advocate services are also available to any inmate transported to a hospital for a sexual assault forensic examination. External community advocacy services are provided by trained and qualified community sexual assault program staff. Advocacy support is available to inmates to discuss and process their own sexual victimization or that of family and friends.

During calendar year 2017, 327 calls were received to the hotline housed at OCVA, 128 of these were connected to a local program. Currently, data systems do not differentiate between calls connected to a local program and in person visits; however, revisions during 2018 will allow more precise data reporting and analysis. The more than 98% increase in advocacy utilization demonstrates the critical need for external advocacy support and services. It is anticipated that inmate advocacy service uptake will continue to increase with the recent service expansion and as inmates gain an increased understanding of and trust in confidential community advocacy services.

The addition of in-person advocacy at internal investigations is scheduled to begin January 1, 2018 and was a natural extension of in-person advocacy services already being provided at facilities. Having an advocate available during an interview provides a victim with necessary support, can lower anxiety, mitigate additional trauma, increase victim participation in moving through and remaining engaged in internal processes, and can contribute to overall facility safety.

Whether it's in-person advocacy or over the phone, victims who have obtained external confidential community PREA advocacy services report having an increased sense of safety, decreased isolation, and renewed hope. They report that efforts by the Department, OCVA and WCSAP to remove barriers to access external advocacy is important to them. Many have shared that advocacy has been life saving for them. They also report that it has helped them to understand the impacts of victimization, to know what resources are available to them, what to expect when and if they report, that it's provided them with invaluable coping mechanisms, and that it has given them hope. Resoundingly inmates report having an advocate available to talk with is extremely meaningful and helpful.

Advocates report:

"Just last week I had a prisoner tell me I was the first person they had interacted with that smiled and made them feel safe and human."

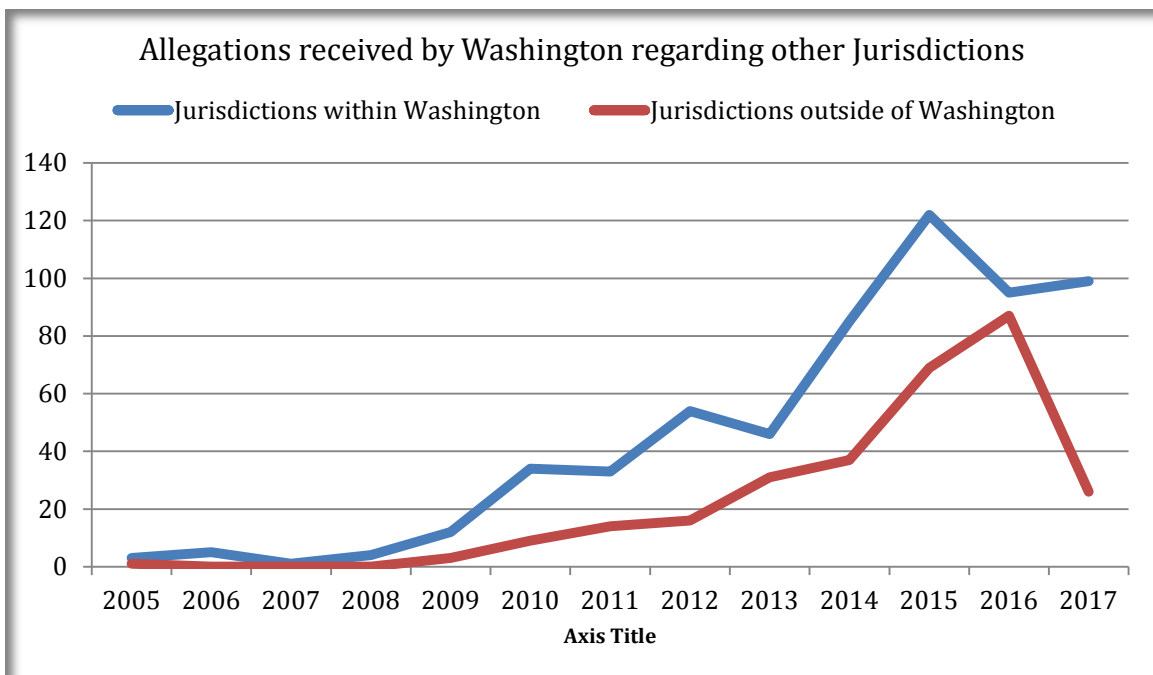
"My work with clients has been much needed. In my conversations with them they mention how grateful they are to have someone that will actually listen and believe them. They often times feel they are not being heard because of the offenses that they have committed that have nothing to do with their assault. I've had more than several start crying because they are so appreciative that we are there to just listen and talk. We are "safe" for them. They mention so many times that there is no one to talk to about these issues and that they have to keep quiet and bottle it up inside. Having an advocate has meant the world to them because they know that for a short time someone truly cares about them, wants to help them, and there are no strings attached or retaliation on the horizon.

One offender reported, "Thank you for being the thoughtful, caring, and selfless person you are. I greatly appreciate the resources you gave me and the inspirational thoughts. I consistently use the tools I have learned from the group and my readings and I continue to grow leaps and bounds. Thank you for the positive changes you have planted in us."

A goal this year was to increase inmate awareness of external advocacy services and to further highlight the distinction between DOC reporting options and confidential advocacy services. To help achieve this goal, the Partners set out to create a video that would be shown to offenders at various times during their incarceration. The video is still in development at the time of this report.

## SHARING ALLEGATION INFORMATION with other JURISDICTIONS

Standards require that the agency immediately forward any allegations received regarding other applicable jurisdictions. This fosters continued collaboration between these agencies. During calendar year 2017, WADOC received and forwarded a total of 125 allegations about other jurisdictions, 99 of those regarding agencies within the State of Washington, including city, county, regional and tribal correctional entities. An additional 26 allegations were received regarding agencies outside Washington.



## STRATEGIC PLANNING



Based on a review of incident data and audits completed, the following strategic plan is developed for 2018 to further incorporate PREA principles and standards into agency culture:

- Continuation of a comprehensive training plan, to include:
  - Revision to PREA 101, PREA Training for Health Services, and Pat Search Training;
  - Development of PREA 102, moving training back into the classroom with the provision of in-person, scenario and activity-based training;
  - Development of training Shift Commanders and Duty Officers, PREA Response Teams, and First Responders as well as a module regarding red flag behaviors; and
  - Development of LGBTI and transgender awareness training.
- Continued collaboration with the Washington State Patrol (WSP) in the development of a statewide sexual assault kit tracking system, overseen by WSP, which will also allow access by offender victims; ensuring compliance with House Bill 2530.
- Continued work by the transgender policy workgroup to develop policies for transgender staff and for transgender and intersex offenders; formalize agency processes regarding searches, urinalysis testing, property, pronoun use, etc.; to be accompanied by agency-wide training regarding incarcerated transgender individuals.
- Development of tools to assist in tracking and audit preparation, to include updated and consolidated document lists, updates to interview questions, and standardized spreadsheets to track and detail employees, contractors, and volunteers;
- Provision of access to the PREA allegation and case database by Shift Commanders and identified prison facility stakeholders to better evaluate allegations received against information previously reported;
- Reduction in resource use (time, paper, etc.) while memorializing the work of the PREA Advisory Council via a dedicated, restricted SharePoint site;
- Reduction in the number of investigations initiated based on revision to definitions of prohibited acts;
- Refinement and standardization of processes related to mental health referrals resulting from risk assessments, to include updates to form use instructions and training for Classification staff;



- Implementation of a pilot project at the Washington Corrections Center (WCC) to quantify referrals by type and assess effectiveness of actions taken;
- Updates to PREA-related policies based on recent audits and experiences from 2017;
- Revisions to data collection system to provide better analysis of advocacy services by type; and
- Publication of an offender video regarding victim advocacy support services.



## AIRWAY HEIGHTS CORRECTIONS CENTER

Airway Heights Corrections Center (AHCC) is two correctional facilities that house approximately 2150 adult male inmates. It is located 10 miles west of Spokane and employs over 600 staff. The main institution is a level 3 facility that has 3 medium custody units that house 260 inmates each, 3 minimum custody units that house 256 inmates each and a segregation unit that has 64 single cell beds. There is a level 2 facility co-located that can house 600 minimum custody inmates.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	1	9	1	3	14
ISA	1	18	7	0	26
ISH	1	14	0	0	15
<b>TOTAL</b>	<b>3</b>	<b>41</b>	<b>8</b>	<b>3</b>	<b>55</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	1	0	0	0	1
SSM	1	9	1	3	14
<b>TOTAL</b>	<b>2</b>	<b>9</b>	<b>1</b>	<b>3</b>	<b>15</b>

### Accomplishments 2017:

- PREA Compliance Specialist brought online March 2017.
- Processes in place to maintain compliance with all DOJ Federal Standards.
- Camera systems updated in all MI3 Units in the Main and in the Food Factory

### Strategic Plan / Goals for 2018:

- Complete DOJ Federal Audit
- Sustain and Maintain processes to ensure compliance with DOC Federal PREA Standards
- Create a culture of awareness and knowledge of PREA Standards throughout the facility



## CEDAR CREEK CORRECTIONS CENTER

Cedar Creek Corrections Center (CCCC) is a minimum custody prison located in the Capital Forest, southwest of Olympia, Washington and houses approximately 480 adult male offenders in two dormitory style living units. Offenders at this facility have four years or less to serve on their sentence. Cedar Creek has work programs for all offenders, which are designed to help offenders gain skills necessary to be successful upon release. Offenders work for Correctional Industries, Community Service Crews, the Department of Natural Resources (DNR) Crews, facility operations (kitchen, maintenance, porters, etc.) and sustainability programs. The Department’s sustainability efforts began at Cedar Creek in partnership with the Sustainability in Prisons Project (SPP).

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	0	0	0
ISA	0	0	1	0	1
ISH	0	0	0	0	0
TOTAL	0	0	1	0	1

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	0	0	0
SSM	1	0	1	0	2
TOTAL	1	0	1	0	2

### Accomplishments 2017:

- Successfully completed and passed the DOJ compliance audit.
- Established a PRA data base which is being successfully utilized
- Completed installation of new shower and toilet doors in both housing units

- Completed LMS PREA training for all employees, contract staff and volunteers.

Strategic Plan / Goals for 2018:

- Conduct review of 2017 case data and response
- Successfully complete Internal PREA audit.
- Updated PREA vulnerability assessment.
- Continue Phase 3 of the Lighting Improvements Project.
- Requested funding to expand the facility video recording system to each living units.
- Maintain PREA compliance training for all employees, contract staff and volunteers.
- Complete Action Plan/Task related to updated PREA vulnerability assessment.
- Continue monitoring PREA Risk Assessment (PRA) by counselors.
- Plan for future Department of Justice (DOJ) compliance audit targeted for 2019



## CLALLAM BAY CORRECTIONS CENTER

In 2017 Clallam Bay Corrections Center (CBCC) was under the leadership of Superintendent Ron Haynes until November when Associate Superintendent Jeri Boe was appointed. Clallam Bay’s facility design is divided into living and support areas. The close and maximum custody living units link together in a semi-circle around an inner courtyard. Clallam Bay’s outer perimeter security is maintained by five armed towers located to provide constant surveillance, and two twelve foot cyclone security fences with stainless steel razor wire on and between them that create a barrier and bramble design which makes escape difficult.

Clallam Bay Corrections Center is a level 4/5 prison, housing up to 900 adult male offenders in medium, close and maximum security units. Staffing includes 435 fulltime employees to include; custody, support, correctional industries, peninsula college, medical, business, warehouse, human resources, information technology and a librarian.

Clallam Bay Corrections Center offers many programs; adult basic education, educational diploma, small business entrepreneurship, small business accounting, cloud and computer development design, professional baking and pastry, alternatives 2 aggression, intensive transition program, re-entry program, bears from behind bars and dog and cat training and adoption program. Work and Vocational programs include; correctional industries garment factory and laundry, food service, clerks, ground keepers, bee keepers, recreational assistants, warehouse workers, electricians, welders and mechanics.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	1	1	0	0	2
ISA	0	6	0	2	8
ISH	0	4	3	0	7
TOTAL	1	11	3	2	17

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Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	1	2
SSM	0	4	4	0	8
TOTAL	0	4	5	1	10

Accomplishments 2017:

- Developed a sustainable process for PREA Risk Assessments
- Developed a sustainable process for 13-509 process
- Removed all barrier blinds from areas, eliminating blind spots throughout the facility
- Trained back up personnel for PREA related processes

Goals 2017 Status

- Some deficiencies were identified and corrected prior to the 2017 audit.
- Education on PREA related issues for both staff and offenders were delivered to staff and offenders through methods of drills, emails, kiosk, orientation and flash card walks.
- A local PREA advisory committee was formed for a short period of time to work on audit documentation. Processes put in place were followed once all staff were involved and fully understood the reasons, continuing to gain momentum during 2017.

Strategic Plan / Goals for 2018:

- Create and implement an ongoing PREA Sustainability Committee
- Engage staff knowledge to create a culture comfortable with PREA practices



## COYOTE RIDGE CORRECTIONS CENTER

Coyote Ridge Corrections Center (CRCC) is located in Connell, Washington and opened in 1992. It houses between 2,500 and 2,600 adult male individuals in medium, minimum, and long term minimum living units which includes ambulatory individuals (assisted living/nursing). The facility employs over 700 staff and 450 contract staff and volunteers who support and mentor the facility population.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	3	3	0	6
ISA	0	4	12	0	16
ISH	0	5	10	0	15
<b>TOTAL</b>	<b>0</b>	<b>12</b>	<b>25</b>	<b>0</b>	<b>37</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	3	0	4
SSM	0	2	4	1	7
<b>TOTAL</b>	<b>0</b>	<b>3</b>	<b>7</b>	<b>1</b>	<b>11</b>

### Accomplishments 2017:

During 2017, CRCC establish a full-time PREA Compliance Specialist position. This position was essential for CRCC to stay in compliance with all PREA standards, policies and procedures. This position also centralizes the tasks associated with investigations and compliance, which were previously split between 2 different employees.

During 2017, CRCC focused on maintaining compliance with the National PREA Standards by establishing practices that were sustainable over time. An example of this was developing a new process for PREA Risk Assessments to be conducted and track as a standard part of the Classification Counselors job duties. This supports the goal of indoctrinating PREA in the culture of CRCC and spreading the knowledge and accountability downward to the end users responsible for completing the risk assessments.

During 2017, CRCC also prepared for the 2018 Department of Justice (DOJ) compliance audit. During the course of this year we have seen several improvements with regards to understanding, awareness, respect, and compliance. The PREA Compliance Manager and the PREA Compliance Specialist has walked around the facility, asking questions and providing scenarios. This has been successful and provided an opportunity for on-site training. Our Correctional Program Managers recently developed a jeopardy game for an all classification meeting as a means of training and the PREA category was the first to be chosen and with 100% accuracy in responses.

Strategic Plan / Goals for 2018:

Throughout 2018, CRCC would like to accomplish several goals related to PREA to include:

- Successfully completing the Department of Justice (DOJ) compliance audit.
- Establish PREA drills to be conducted on all shifts to practice real life scenarios to ensure that we are ready and responsive in the event of a sexual assault.
- Continue to establishing sustainable practices and documentation standards to enhance the culture of understanding, awareness, and commitment.

These goals will keep the facility in compliance with the ever-evolving Prison Rape Elimination Act.





## LARCH CORRECTIONS CENTER

Larch Corrections Center was opened in 1956 as an honor camp. Originally, the facility housed 108 offenders received from the Washington State Penitentiary and the primary mission consisted of forestry-related work. Over the years, Larch Corrections Center continued to grow and by 1997 the facility’s population had reached its current level of 480 offenders. Forestry is still the facility’s primary assignment, however, as the culture has changed, so has the facility and its staff. Programs have expanded to include education, sustainability initiatives and evidence based rehabilitative programming opportunities. Offenders from Larch Corrections Center play a major role in the local community. On a daily basis crews are sent to clean parks, plant trees and respond to fires. Working hand and hand with the Department of Natural Resources, this workforce saves the taxpayers of Washington State millions of dollars each year and teaches positive work habits to incarcerated offenders.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	1	0	1
ISA	0	1	2	0	3
ISH	0	6	1	0	7
<b>TOTAL</b>	<b>0</b>	<b>7</b>	<b>4</b>	<b>0</b>	<b>11</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	0	0	0
SSM	2	1	3	0	6
<b>TOTAL</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>6</b>

## Accomplishments 2017:

- Made modifications to physical plant to include adding new doors and windows that allow staff to look into offices and reduce blind spots.
  - Doors with bigger windows were installed.
  - Blinds were removed from internal windows to allow visual of office spaces and classrooms. The only internal blind allowed is the Superintendent office and HR. They are to be open once privacy is no longer needed.
  - Mirrors were found to be not installed throughout the facility to ensure viewing into all offices. The installation however was continued into 2018.
- Enhanced the incorporation of sexual assault prevention into the culture of the facility through continuing education, spending more time engaging staff in discussions regarding the importance of PREA, what PREA is, and how to report it.
- Demonstrated continued sustainable PREA processes.

## Strategic Plan / Goals for 2018:

- Ensure that PREA drills continue to be conducted on all shifts to include scenarios that are realistic and challenging at the same time. To allow shift commanders and staff to practice real life situations in a learning environment so they are prepared if an incident occurred in the previous 120 hours.
- Continue to incorporate a greater degree of sexual assault prevention into the culture of Larch Corrections Center and ensure all staff understand the proper PREA reporting process. The more engaged with the topic of PREA in terms of prevention and reporting, along with respecting the zero tolerance in regards to PREA, the more secure and safe offenders feel. Continuing education on top of policy requirements will include table top drills, AIS PREA training, and PSM's to include PREA scenarios to confirm that the information is being understood as well as retained by staff. Ensure new staff to include contract staff are up to speed on PREA policies and proper reporting process.
- Continuing education will focus on the recent revisions of the Policies with staff. If additional revisions are made in 2018, we will also work with staff to understand any changes.
- Continue to identify any areas that would fall under the PREA Vulnerability Risk Assessment and address those areas.
- Continue the use of Corrections Specialist 2 with the responsibilities of:
  - PREA drills on all shifts.
  - Planning Preparing paperwork required for federal audits or WADOC PREA Compliance Manager as assigned.
  - Tracking data and documentation for offender-on-offender incidents; data only for staff-on-offender incidents.
  - Collaborating with FPC to ensure all staff, contract personnel, and volunteers' complete PREA training.
  - Completing PREA Vulnerability Assessments.
  - Ensure resident notifications and posters are posted in unit and program areas.
  - Ensure facility compliance with monthly PREA hotline telephone tests.

## MCNEIL ISLAND CORRECTIONS CENTER

McNeil Island Corrections Center is no longer an operational facility however, all allegations reported by offenders regarding the facility continue to be investigated regardless of the operational status of the facility.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	0	0	0
ISA	1	2	1	0	4
ISH	0	0	0	0	0
TOTAL	1	2	1	0	4

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	0	0	0
SSM	0	0	0	0	0
TOTAL	0	0	0	0	0



## MISSION CREEK CORRECTIONS CENTER for WOMEN

Mission Creek Corrections Center for Women (MCCCW) is located in a remote area south of Bremerton, Washington, four miles outside of Belfair city limits, and has been open since 2005. MCCCW is a minimum security reentry institution and houses women who are classified as minimum custody. MCCCW maintains an average daily population of 321. MCCCW employs approximately 135 state employees and contractors and has approximately 167 active volunteers.

Incarcerated individuals participate in academic programming, and when qualified, in the Therapeutic Community program. Most individuals are assigned jobs after arriving, including community service crews. MCCCW is dedicated to easing the transition for women from higher custody settings to either a Work Release program or direct release to the community.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	1	0	0	0	1
ISA	0	0	1	0	1
ISH	2	2	0	0	4
TOTAL	3	2	1	0	6

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	2	0	2
SSM	0	0	5	0	5
TOTAL	0	0	7	0	7

Updates to MCCCW PREA related goals for 2017:

- Continue to work on Vulnerability Assessment items: This is an ongoing process that is effected by the budget, new construction, and a continuing effort to improve the institution.
- Ensure staff are reporting PREA allegations correctly and to the Shift Commanders: This is an ongoing process, there will always be new staff to educate here at MCCCW and we continue to educate all staff on changes in the PREA process.
- Assign Specialist duties to the Bear Unit CUS: Completed.

MCCCW accomplishments for 2017:

- Better sustainability in the document process.
- Continuing conversations about PREA in our leadership meetings to improve the institution.
- Many items checked off the Vulnerability Assessment;
  - Placing specific keys in the key watcher so they are logged when checked out.
  - Continuing to add windows to doors for better visibility into rooms.
  - Replacing the garage door in the laundry room with a new garage door with windows for better visibility in the room.
  - Adding more automatic light switches to offices.
  - Added more mirrors for better visibility into rooms.
  - Permanent signs about male and female staff work in area (English/Spanish)

Strategic Plan / Goals for 2018:

- Continue to work on Vulnerability Assessment items.
- Continue to educate new staff on PREA.
- Continue to provide updated PREA information to all staff.
- Define the 13-509 PREA Mental Health Notification process to make it more understandable.
- Prepare for 2019 PREA audit.



## MONROE CORRECTIONAL COMPLEX

The Monroe Correctional Complex (MCC) is a 2600 bed, male, all-custody level facility located 30 miles northeast of Seattle. The facility is located on approximately 365 acres in the area of Monroe, Snohomish County, Washington. The complex consists of five units; Washington State Reformatory Unit (WSRU), Twin Rivers Unit (TRU), Special Offender Unit (SOU), Minimum Security Unit (MSU) and Intensive Management Unit (IMU). It has a management team which consists of One Superintendent A and two (2) Superintendent B's. Monroe is considered the hub of medical and psychiatric care for the Department of Corrections.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	2	7	4	0	13
ISA	2	25	12	4	43
ISH	5	39	13	1	58
<b>TOTAL</b>	<b>9</b>	<b>71</b>	<b>29</b>	<b>5</b>	<b>114</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	2	0	2
SSH	0	1	10	1	12
SSM	2	0	9	1	12
<b>TOTAL</b>	<b>2</b>	<b>1</b>	<b>21</b>	<b>2</b>	<b>26</b>

### Accomplishments 2017:

- During a review of documents by the Department of Justice (DOJ) Audit in June of 2016, the audit team found that the mental health referrals were inconsistently documented as the referral documents were hard to locate in the medical files and follow up meetings were not consistently recorded. With the new process put into place during after this audit, such as 14

day mental health follow-ups, the MCC achieved compliance by implementing an updated process to provide regular/frequent reports from headquarters to the facilities concerning offenders who score positive results on their initial screenings. This includes new formats for record keeping and tracking. The updated procedure ensures referrals and follow ups are conducted and completed within the 14 day required per standard 115.81. This process is has been an achievement for MCC. This includes new formats for record keeping and tracking.

- MCC was able to establish a permanent Corrections Specialist 2 positons (PREA compliance Manager), dedicated to provide expert consultation and technical assistance regarding PREA compliance for the facility. This positons also provides technical assistance and oversees the PREA investigation process.
- During interviews conducted by the DOJ Audit team, it was found that there was some miscommunication between staff, causing referrals and follow up referrals to be missed. MCC issued a reminder in written format to their health services staff on reporting duties to their designated security supervisor, describing; responsibilities on reporting, follow ups and referrals to mental health. Health services staff were given additional on the job training. MCC can now provide documentation that shows referrals were made and follow ups were completed within 14 days of intake screening. The documentation also notes when sexual abuse / harassment incidents are reported.
- Our self-audits have improved our compliance with PREA risk assessments to the point of 98% ensuring that all incarcerated individuals at MCC are being assessed upon arrival and follow-ups are completed within 30 days of arrival. Staff awareness has also improved due to self-audit.
- Self-audits have improved our PREA orientation process, ensuring every incarcerated individual entering MCC receives PREA orientation upon arrival and within 30 days. MCC Is 100% compliant in offender orientation.

#### Strategic Plan / Goals for 2018:

- MCC's goal is to be 100% compliant with all DOJ Standards, and in doing so gaining 100% compliance of the DOJ PREA audit scheduled in November 2108. In preparation for the DOJ PREA audit, we are busy prepping and focusing on staff and offender knowledge of all PREA aspects, as well as ensuring PREA is part of the facility culture. PREA is discussed at morning meeting, place safety musters, quarterly meetings with the PREA response team members. Information is sent out daily to all incarcerated individuals within the Monroe Correctional Complex via the Kiosk messaging system.
- Another goal for MCC's is to upgrade and expand the existing Camera system facility wide in area's identified by the PREA vulnerability assessment as being vulnerable areas.
  - A delay in funding the state's capital budget has pushed the schedule for project completion back. The goal is to still get installation accomplished by the end of 2108.
  - Currently MCC's camera project will modify or replace many of the existing cameras within MCC. Existing analog cameras will be attached to an encoder that allows the footage to be stored digitally on the server. If the existing camera does not have the acuity or range needed for the area it covers, or if that camera is obsolete, we will replace it with a new digital camera.
  - The project will also install additional cameras in TRU, MSU, and WSR (in order of priority). Funding will not permit installation of additional cameras in SOU or in IMU/SEG.

- At the end of Construction on this project there will be infrastructure to certain locations (identified on the Master Plan) but no cameras, with the expectation that Maintenance will be able to purchase and install some additional cameras during the following 2-4 years. After that, another wiring/camera installation project will be required to complete the Master Plan. In the Master Plan, MCC staff identified every camera needed for the entire institution, so all cameras needed have been officially requested.
- The Executive Management to provide a clear leadership to ensure that PREA remains an areas of focus with regard to both implementation of PREA Standards as well as cultural change to support safety. This commitment is supported by the values stated by the Department to include:
  - Community advocate interaction: We encourage positive interaction with the community as we strive to promote public safety, community protection and public understanding.
  - Staff as our greatest asset: We are committed to the personal and professional development of our staff, and actively seek staff involvement and a shared sense of commitment and service at all levels.
  - Professionalism and quality of service: As correctional professionals, we demonstrate our commitment through competency, accountability, ethics and pride in work.
  - A safe, healthy work environment: We are committed to providing a safe and healthy environment for staff and offenders.
  - Respect for individuals: We recognize the diversity of individuals and their contributions, and we strive to treat all people - offenders, staff and public - with dignity and understanding.
  - Clear, open, honest communication: We encourage communication that promotes unity, productivity and understanding.
  - People's ability to grow and change: We acknowledge that people - offenders and staff - have the need and ability to grow and change and we support their endeavors.





## OLYMPIC CORRECTIONS CENTER

Olympic Corrections Center is a minimum custody facility that supports reentry needs. It is comprised of 3 separate living units, each with its own focus. The Hoh Unit is the transition unit for offenders. The Clearwater Unit primarily supports the Department of Natural Resources and the Ozette Unit addresses chemical dependency needs and is the Therapeutic Community Unit, along with a 28 bed Secured Housing unit. The facility’s mantra is “Full Productive Day” and each offender is expected to work, go to school if needed and program in areas that will provide better chances of success addressing their vocational, education and chemical dependency needs.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	0	0	0
ISA	0	0	0	0	0
ISH	0	1	0	0	1
TOTAL	0	1	0	0	1

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	0	0	0
SSM	1	0	1	0	2
TOTAL	1	0	1	0	2

### Accomplishments 2017:

In 2017, OCC experienced several successes relative to PREA Sustainable PREA Compliance

1. We successfully increased the surveillance for warehouse and the waste water treatment plan, we relocated the clothing room for additional supervision and video surveillance.
2. OCC was successful in the acquisition of a project specialist dedicated to the PREA Audit Preparation, this position greatly enhanced our ability to meet all standards, OCC was able to complete all corrective action prior to finalization of the PREA Audit Report.
3. In conjunction with the classification unit and the HQ PREA Unit, OCC was able to develop a comprehensive tracking mechanism to ensure timeliness of PREA Risk Assessments.

Strategic Plan / Goals for 2018:

1. Decrease areas of limited visibility through deployment of mirrors and cameras through areas of population housing and programming.
2. Maintain a comprehensive tracking mechanism to ensure timeliness of 72 hour / Follow Up PREA Risk Assessments.
3. Increase safety of the population through delivery of PREA training for staff in a facilitated setting.

**PINE LODGE CORRECTIONS CENTER FOR WOMEN**

Pine Lodge Corrections Center for Women is no longer an operational facility however, all allegations reported by offenders regarding the facility continue to be investigated regardless of the operational status of the facility.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	0	0	0
ISA	0	0	0	0	0
ISH	0	0	0	0	0
TOTAL	0	0	0	0	0

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	0	0	0
SSM	0	1	0	0	1
TOTAL	0	1	0	0	1



## STAFFORD CREEK CORRECTIONS CENTER

Stafford Creek Corrections Center (SCCC) is an all-male adult medium-custody facility located on 210 acres in Aberdeen, Washington. It has been continuously operated since 2000. The current operating capacity is 1936 offenders, which also includes maximum-custody beds at SCCC’s Intensive Management Unit (IMU), with a total facility average daily population of 1958.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	2	4	5	1	12
ISA	2	19	6	1	28
ISH	2	14	5	1	22
<b>TOTAL</b>	<b>6</b>	<b>37</b>	<b>16</b>	<b>3</b>	<b>62</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	2	3	0	5
SSM	0	4	6	3	13
<b>TOTAL</b>	<b>0</b>	<b>6</b>	<b>9</b>	<b>3</b>	<b>18</b>

### Accomplishments 2017:

1. Completed DOJ PREA Audit with no Corrective Action.
2. Added cameras and mirrors in vulnerable areas of the facility.
3. PREA Risk Assessment database to streamline process and identify gaps.
4. Quarterly meetings with transgender offender population and monthly “Community” LGBTI Support Group meetings.

5. The PREA Response Team maintains three PREA Response Kits located in Master Control, Shift Sergeant's Office, and Medical (Nurse's Station).
6. Created PREA Binders for each Unit Resource Room with policies, forms, out of state report forms/envelopes, advocacy information, and low comprehension orientation materials, updated quarterly.
7. PREA signage throughout facility, updated quarterly as needed.
8. PREA Compliance Manager attended DOJ PREA Auditor Training/Field Training.
9. Able to hire permanent full-time PREA Compliance Specialist.

Strategic Plan / Goals for 2018:

1. The PREA Response Team will conduct a full scale drill with SCCC Emergency Operations.
2. Will create tabletop drills and Place Safety Muster curriculum for supervisors to review with staff.
3. PREA 102 Annual In-Service training with BESI-certified PREA Subject Matter Experts.
4. Increase PREA Response Team meetings and functionality, to include increased visibility (such as PREA RESPONSE TEAM jackets, etc.).
5. Update documentation process for facility Strip Searches to ensure consistency.
6. Maintain compliance with PREA standards in all areas.
7. Create vulnerability checklists for all areas in the facility.



## WASHINGTON CORRECTIONS CENTER

WCC is comprised of the Reception and Diagnostic Center, the General Population and the Intensive Management Unit (IMU). The Reception and Diagnostic Center is the receiving unit for all male felons sentenced to prison in Washington State, except for those sentenced to the death penalty. The Reception and Diagnostic Center is comprised of six living units and currently houses 1926 offenders. It is a close custody facility with the primary responsibility to process, test, and classify all adult male felons. Once classified, offenders are placed in one of the 12 Department institutions that best meets their needs. This may include placement in the WCC Training Center which is comprised of two general population living units. The Intensive Management Unit has 124 maximum custody beds designed to be used for offenders who adjust poorly to institution rules and policies.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	5	2	0	7
ISA	0	6	13	3	22
ISH	1	8	7	3	19
<b>TOTAL</b>	<b>1</b>	<b>19</b>	<b>22</b>	<b>6</b>	<b>48</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	5	0	6
SSM	0	2	9	7	18
<b>TOTAL</b>	<b>0</b>	<b>3</b>	<b>14</b>	<b>7</b>	<b>24</b>

Accomplishments 2017:

- Specialized Prison Rape Elimination Act (PREA) flash cards were made and distributed to staff to encourage continual learning around PREA related requirements. This was noted by the DOJ Auditor who stated staff had been excited to show a new learning tool.
- Having two of the twelve monthly Place Safety Musters, dedicated to PREA throughout the 2017 year.
- Two temporary Classification Counselor 1 positions were created specifically to address the 72 hour PREA Risk Assessments.

The Washington Corrections Center developed the following goals and/or corrective action for 2017:

- Camera upgrades have started at WCC and the infrastructure work to support the cameras is currently taking place. Substantial completion is scheduled for May 31, 2018. Each camera placement took into consideration the safety and security of the facility and the PREA Specialist was at the planning meetings which happened in 2014 for input into placement.
  - This is still in progress, the conduit has been laid and the cameras are being placed. The Kiosk is in the planning mode to train selected staff in the use of retrieving data from the cameras.
- WCC is planning to move the current PREA/Grievance Coordinator position, which is 60% PREA and 40% Grievance, to a full time PREA Specialist position by the end of the fiscal year. This change will provide for a single dedicated staff to manage PREA performance standards for year-round compliance.
  - This is in process and is slotted to be finalized in 2018.
- WCC will revamp the PREA retaliation monitoring process to make it stronger and improve the quality assurance in order to ensure offenders feel safe to report any issues that they are encountering.
  - WCC's retaliation monitoring system is working smoothly, in house monitoring is 100%, and those that are being monitored at other facilities is at 98%.
- WCC is exploring strategies to reduce the number of PREA IMRS reports for the same PREA allegation. A discussion about access to the WCC PREA SharePoint site for lieutenants and above is one suggestion at this time.
  - This issue was addressed at the statewide level, and was in development through 2017 with training for Shift Commanders and PREA Specialist, the system was activated in February of 2018.
- WCC was placed on a Corrective Action Plan to improve the number of PREA Risk Assessments being completed on time, this went into effect 12/1/2017 and will continue through 6/30/2018.
  - So far the numbers have increased from 67% to 87% in 2017.
- WCC was placed on a Corrective Action Plan to improve the Mental Health Referral Tracking for offenders. This went into effect 12/1/2017 and will continue through 5/15/2018.
  - The improved tracking has allowed WCC to ensure those who wish to speak with mental health are met with within the 14 days as required.

Strategic Plan / Goals for 2018:

- WCC Shift Commanders will be provided with have access to the PREA database in order to limit the number of repeat IMRS entered. The new process involves the Shift commander

checking every allegation against the database and having 3 points of verification in order for the allegation to be sent to DOC PREA Triage as an appended case. WCC will monitor the new re-report system for our facility. Since its implementation on 2/20/2018 there have been 34 re-reports that have been able to be found, which means 34 less full IMRS packets created. This is being tracked by the PREA Specialist to be able to report out time saved by this process. Though this access for re-reports was implemented statewide, WCC receives the highest number of re-reports and tracking for knowledge of workload relief will help the facility in understanding the time this new process has saved staff.

- WCC will continue the PREA Risk Assessment (PRA) tracking process to ensure PRA's are completed in the time frames required. WCC will also be looking at the sustainability of the process in place and to monitor the work load and time required to track this at a facility level. WCC Goal is to ensure completion rates of 98% or higher.
- WCC will continue the Mental Health Referral tracking to ensure all offenders who indicate they want to speak with mental health about the PREA issues identified in the assessment are seen within 14 days. This goal for completion is 98% or higher.
- WCC requested two Classification Counselor 1 positions that were secured temporarily to address the 72 hour PREA Risk Assessment be made permanent.





## WASHINGTON CORRECTIONS CENTER for WOMEN

The Washington Corrections Center for Women (WCCW) is a prison facility located in Gig Harbor. As of April 18<sup>th</sup>, 2018, WCCW has a population of 975 offenders, in addition to 45 offenders currently housed at the Yakima County Jail (YCI). YCI is contracted to house some of our population due to overcrowding conditions at WCCW.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	3	4	1	8
ISA	0	2	1	1	4
ISH	0	6	5	1	12
TOTAL	0	11	10	3	24

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	0	1
SSM	0	1	6	3	10
TOTAL	0	1	7	3	11

### Accomplishments 2017:

WCCW completed the upgrading of the camera systems effective July 2017. We now have a total of 303 cameras located within the facility placed in identified areas.

In addition, 20 additional beds were added in 2017 due to the population growth. This was the Transitional Housing Unit (THU). WCCW continues to house offenders at the Yakima County Jail to assist with our continued population growth and needs.

Strategic Plan / Goals for 2018:

- Building assessments to identify any additional blind spots in and around all buildings
- Infrastructure of Z-Building (Reception/Segregation/TEC Units/In-Coming Chain Area)
- Electronic reporting system for the 591- Segregation Offender/Daily Report of the Segregated Offender Forms and reporting of our capacity needs.
- WCCW continues to define, identify and implement processes to allow offenders to request in-person advocacy appointments. In addition, WCCW has created a mutually beneficial relationship with the Rebuilding Hope entity to assist WCCW offenders with victimization concerns.



## WASHINGTON STATE PENITENTIARY

The Washington State Penitentiary (WSP) is located in Walla Walla Washington and houses approximately 2,500 adult male offenders in minimum, medium, close and maximum custody units. The original facility was built in 1886 and is still operated as minimum custody. There are approximately 1,025 staff employed at the facility in a wide range of job classes including correctional officers, counselors, medical/mental health, support services, correctional industries, etc. The facility also partners with the Walla Walla Community College and employs about 50 contract staff to provide educational services to inmates.

The WSP PREA Office includes a full-time and a ½ time PREA Compliance Manager, and an Administrative Assistant 2 who work collaboratively with all staff to ensure facility compliance with the PREA standards.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	5	0	1	6
ISA	3	22	2	11	38
ISH	5	19	4	2	30
<b>TOTAL</b>	<b>8</b>	<b>46</b>	<b>6</b>	<b>14</b>	<b>74</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	6	8	1	15
SSM	1	8	16	1	26
<b>TOTAL</b>	<b>1</b>	<b>14</b>	<b>24</b>	<b>2</b>	<b>41</b>

In 2017, there was a decrease in the total number of offender-on-offender PREA cases. (2016 – 91 and 2017 – 74). The number of unsubstantiated cases remained about the same but there was a significant difference in the number of unfounded cases (2016 – 26 and 2017 – 6).

There was only a slight increase in the total number of staff-on-offender PREA cases between 2016 and 2017 and the outcome of investigations remained fairly static.

In 2017, the facility completed the following:

- Installed shower doors in Adams Unit.
- Changed the location of the staff bathroom in the OSB Legal Library to the one closest to the staff office.
- Built a cage to block off two areas in the SC Gym bathroom and raised the height of the partition.
- Installed cameras in Unit 6 that provide coverage of the janitor's closets.
- Installed cameras in Baker, Adams and Rainier Units - one in each support services area and one in each medical room.
- Updated the agency PREA posters and OCVA posters.

Goals for 2018 include:

- Complete the 2<sup>nd</sup> Department of Justice PREA audit.
- Sustainability of PRA tracking with management reviews at least every other month
- Install updated victim advocate posters throughout the facility
- Install shower doors in Baker and Rainier Units
- Seek funding for additional cameras in BAR Unit pantry area

## WORK RELEASE FACILITIES

The Washington State Department of Corrections operated 14 work releases across the state. At the end of the fiscal year, June 2017 the mental health specialty work release program closed. On December 31, 2017 the last program operated, in conjunction with a County Sheriff, closed. The Department of Corrections currently operates 12 work release programs. There is currently an operational capacity of 672 beds, with 127 female beds and 545 male beds. Offenders are eligible to spend up to the last six months of their sentence in this partial confinement option, living and working in the community. Offenders focus, with assistance, on establishing positive support networks with family, friends and the community. In addition to securing employment and developing support, offenders continue to participate in programs to address high-risk behaviors, life skills, education and training, and family reunification.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	0	1	1
ISA	0	0	1	0	1
ISH	1	0	0	0	1
TOTAL	1	0	1	1	3

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	1	2
SSM	2	4	0	4	10
TOTAL	2	4	1	5	12

The work release facilities have not had any substantiated aggravated sexual assaults and the overall number of cases is very low. Facility staff continue to improve operations to provide a safe environment for transitioning offenders. In the past year, the facilities worked toward installation of camera systems, improved safety and security, and improved documentation of monitoring plans, including retaliation monitoring.

### Accomplishments 2017:

The goals were reviewed at a recent Local PREA Review Committee and the following is an update to the goals.

- Upgraded camera systems – The Department of Corrections is in the process of identifying an integrated system that is technologically advanced allowing off site monitoring, agency standard record and review capabilities and ongoing support for the system. At this time, the Information Technology staff are working with the facility(s) staff and utilizing the Vulnerability Assessments, of each facility, to determine the strategic placement of cameras to reduce blind spots and maximize view capability. This will continue to be a goal until implementation, which is anticipated to be completed June of 2019.

- Facility Walkthroughs – During the past year, the Department of Corrections has implemented a couple of different processes to increase staff visibility throughout the facility. This has included sign off sheets throughout the facility that staff sign when they walk by, and each shift has a minimum number required. Another process includes a complete walk through of the entire facility during each count, a minimum of 3 per shift. In addition, emphasis on visibility and approachability has been included in the Work Release Academy, which all full time safety/security staff are required to attend. And, finally the Work Release Management Expectations Policy is under review to implement these changes on a statewide basis.
- It was discovered during the past year, that while increased monitoring of offenders that scored, through the PREA Risk Assessment, as a Potential Victim or Potential Predator was occurring, an actual defined plan was not being drafted or entered into the Agency Computer System. Therefore, the goal for the upcoming year is to work on improving monitoring plans for offenders, to include a plan that is specific to the individual offender and includes support via safety/security staff. The first phase has been completed, which includes providing the supervising case managers (Community Corrections Officers) examples of monitoring plans and information to consider when creating a monitoring plan. Ongoing monitoring of the plans will be the responsibility of the facility supervisor and will be a part of staff performance and development plans.

#### Strategic Plan / Goals for 2018:

The goals that were identified at the facility level as well as at the Work Release Local PREA Review Committee included: Continued preparation and installation for upgrades and new camera systems, better placement of cameras, reduction of blind spots, increased staff presence by facility walkthroughs, implementing proper documentation and tracking of assigned retaliation monitoring plans, and improving documentation of monitoring plans for potentially vulnerable offenders.

In September of 2017, during a DOJ PREA Audit, it was discovered that retaliation monitoring plans were not being properly tracked and transferred whenever an offender moved from work release. A plan was put in place to ensure timely assignment of a retaliation monitoring plan, check dates for each 30 day period to ensure monitoring continues and notification via email of transfer and reassignment in the event the offender moves. This documentation is also added to the case file for auditor review.

Ahtanum View Work Release



Bellingham Work Release



Bishop Lewis Work Release



Brownstone Work Release



Clark County Work Release



Eleanor Chase Work Release



Helen B. Ratcliff Work Release



Longview Work Release



WASHINGTON STATE DEPARTMENT OF CORRECTIONS ANNUAL PREA REPORT

Madison Inn Work Release



Olympia Work Release



Peninsula Work Release



Progress House Work Release



Rap House / Lincoln Park Work Release



Reynolds Work Release



Snohomish Work Release



Tri-Cities Work Release





The Community Corrections, Health Services, and the Offender Re-Entry Division oversee only staff-on-offender PREA investigations. Any investigation into allegations of offender-on-offender sexual misconduct would be conducted by either local law enforcement for offenders on community supervision or by the facility administrator for offenders incarcerated in a prison or work release facility. As such, these divisions will only be reporting data regarding staff-on-offender investigations.

## CORRECTIONAL INDUSTRIES

Correctional Industries, a division of the Department of Corrections, is a voluntary training and workforce development program. Working with 2,200 incarcerated individuals at twelve (12) facilities, statewide. CI work programs are modeled after the real-world and focus on developing a person’s technical and social skills. By linking basic skills, vocational skills, and on-the-job training, individuals are better prepared for employment as well as life challenges upon release.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	0	2	3
SSM	0	1	0	6	7
TOTAL	0	2	0	8	10

Accomplishments 2017:

Strategic Plan / Goals for 2018:

## COMMUNITY CORRECTIONS DIVISION

The Community Corrections Division (CCD) supervises individuals who have either been confined in a county jail, placed in Prison (for felony convictions of more than a year) and were sentenced to direct supervision in the community. CCD supervises an active caseload of approximately 18,000 individuals in communities across Washington. CCD employees promote reintegration and public safety by providing guidance, support and program opportunities for all individuals returning to the community. CCD employees hold individuals accountable to their conditions of supervision as they resume life within the community. CCD employees collaborate with, and support community stakeholders and parties with a vested interest in the successful transition of individuals into the community. The goal of CCD is to increase successful reentry of individuals to communities utilizing a variety of supervision tools, services, strategies, evidence based programs and meaningful incentives and sanctions to hold individuals accountable and maintain public safety.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	4	1	5
SSM	0	0	4	0	4
TOTAL	0	0	8	1	9

Data reveals that 8 out of 9 PREA allegations made in CCD during this reporting period were unfounded which is a reduction (15 out of 16 unfounded) from the prior reporting period. Mechanisms to hold individuals on supervision accountable for making false allegations against staff have been instituted. The Conditions, Requirements and Instructions form, which is reviewed and signed at intake, contains specific language that informs individuals on supervision that submitting a PREA allegation that provides false or misleading information during the course of a PREA investigation may result in sanctions through the violation process.

### CCD PREA Goals for 2018:

- Ensure all division staff are compliant with annual in service PREA training.
- Encourage CCD Staff/Administration to provide policy recommendations to the WADOC PREA Coordinator that align and are applicable within the Community Corrections Division.
- Designate/maintain a PREA Coordinator for each section within the division's three regions.

## HEALTH SERVICES DIVISION

The Washington DOC Health Services Division provides medical, dental, mental health and nursing services to patients in all twelve of our correctional facilities across the state. Our vision is to help people live healthier lives, thus we work together with our corrections partners to ensure each patient is treated with respect and dignity and receives quality, timely, and appropriate treatment.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	0	1
SSM	0	2	10	6	18
TOTAL	0	2	11	6	19

This past year, Health Services was notified of 19 alleged PREA cases involving staff on offender situations. Of those 19, six are still under the investigative process; the other 13 were either unfounded or unsubstantiated. During the course of the investigations and the committee review of the same, there have been no new recommendations or concerns noted. We still concur that Clallam Bay Corrections Center needs cameras installed in the clinic, which was included in the capital budget. We continue to emphasize staff training and re-training to keep PREA responses and potential PREA reporting processes at top-of-mind.

## OFFENDER RE-ENTRY DIVISION

The new Reentry Division as of December 2017 is comprised of two primary organizational functions. The first is operational units and the second is programming. Operational units include: headquarters classification, work release (detailed separately) and quality assurance. Programming includes correctional industries, gender responsive, transitional services, cognitive behavioral interventions, education, reform grant and family services. Operations and programming are delivered statewide in prisons, community corrections and at DOC headquarters.

The substance abuse recovery unit and sex offender treatment moved to the Health Services division effective December 1, 2017.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	0	2	3
SSM	0	3	2	6	11
TOTAL	0	4	2	8	14

### Accomplishments 2017:

Specifically, CI spent 2017 improving areas of the AHCC Food Factory to include continuing to focus on the 5S program to ensure all areas are organized, clean and open for viewing. We also modified the staffing model to increase supervision on the 2<sup>nd</sup> shift and increased the number of walk-arounds the factory.

### Strategic Plan / Goals for 2018:

Increase training to include mandatory in-service training, additional on-site classroom training and continued spot checks on specific training needs. Also, continue the 5S program statewide within CI and expand to other areas of the Reentry Division to provide clean, well-organized work areas.

## DEFINITIONS

**Sexual Misconduct** includes aggravated sexual assault, offender-on-offender sexual assault, sexual abuse, and sexual harassment. It also includes staff-on-offender sexual harassment and staff sexual misconduct.

**Staff** include Department employees, contract staff, volunteers, and any other person providing services in Department facilities or offices.

Consensual, non-coerced sexual activity between offenders is prohibited by Department rule, but is not defined as a violation of PREA policies.

The following definitions are applicable to Department policies relating to sexual misconduct:

- A. **Aggravated Sexual Assault** includes sexual acts perpetrated by either staff or an offender that occurred within the previous 120 hours and involve penetration or exchange of body fluids.
- B. **Offender-on-Offender Sexual Assault** is an incident in which one or more of the following acts occurs between 2 or more offenders without an offender's consent or when an offender is unable to consent or refuse:
  1. Contact between genitalia (i.e., penis, vagina) or between genitalia and the anus involving penetration, however slight. This does not include kicking, grabbing, or punching genitals when the intent is to harm or debilitate rather than sexually exploit.
  2. Contact between the mouth and the penis, vagina, or anus.
  3. Penetration of the anal or genital opening of another person by a hand, finger, or other object.
  4. Coerced sexual activity in response to pressuring, offer of protection, payment of debt, etc.
  5. Threatening an offender with sexual misconduct.
  6. Engaging in sexual activity for payment (i.e., prostitution).
  7. Attempted sexual assault.
- C. **Offender-on-Offender Sexual Abuse** includes sexual contact between 2 or more offenders without an offender's consent or when an offender is unable to consent or refuse, including intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttock of the victim. This does not include kicking, grabbing, or punching when the intent is to harm or debilitate rather than sexually exploit.

- D. **Staff Sexual Misconduct** includes the following acts when performed by staff:
1. Engaging in sexual intercourse with an offender.
    - a. Sexual intercourse includes vaginal, anal, and oral intercourse, as well as the penetration of an offender's vagina or anus with an object, when such penetration is not performed for the purpose of providing medical care or is without a legitimate penological purpose.
  2. Allowing an offender to engage in sexual intercourse as defined above with another staff.
  3. Intentionally touching, either directly or through clothing, the genitalia, anus, groin, thigh, or buttock of an offender or the breast of a female offender without a legitimate penological purpose.
  4. Compelling or allowing an offender to touch the genitalia, anus, groin, thigh, breast, or buttock of a staff or another offender, either directly or through clothing, without a legitimate penological purpose.
  5. Kissing an offender, or allowing oneself to be kissed by an offender.
  6. Knowingly exposing one's genitalia, anus, groin, thigh, breast, or buttock to an offender.
  7. Observing an offender's partially or fully naked body or an offender engaging in a sexual act with him/herself or another offender without legitimate penological purpose. This does not include inadvertent or unavoidable observation or when such observation is the result of offender initiated actions (e.g., flashing).
  8. Engaging in any of the following acts for the purpose of gratifying the sexual desire(s) of any person or getting an offender to engage in staff sexual misconduct, or when the act has sexual undertones (i.e., can reasonably be inferred to be sexual in nature, judged according to a reasonable person's reaction to a similar act under similar circumstances):
    - a. Making comments about an offender's body intended to abuse, humiliate, harass, degrade, or arouse any person.
    - b. Making demeaning or sexually oriented statements/gestures in the presence of an offender.
    - c. Exchanging personal letters, pictures, phone calls, or contact information with an individual known to be under Department jurisdiction or the immediate family of an individual known to be under Department jurisdiction unless expressly authorized by the Secretary/designee.
    - d. Exchanging personal information with an individual known to be under Department jurisdiction, or his/her immediate family, intended to abuse,

humiliate, harass, degrade, or arouse any person and/or in an effort to get an offender to engage in staff sexual misconduct.

- e. Engaging in a personal relationship with an individual known to be under Department jurisdiction, including but not limited to residing with such an individual, without legitimate penological purpose unless expressly authorized by the Secretary/designee.
  - f. Threatening, intimidating, coercing, or using abusive language toward an offender.
  - g. Dealing, offering, receiving, or giving favors or anything of value to an individual known to be under Department jurisdiction for purposes of bribing, grooming, or otherwise seeking to engage him/her in illegal activities prohibited by policy, or for purposes otherwise prohibited in this section.
  - h. Pat or strip searches conducted in violation of DOC 420.310 Searches of Offenders, DOC 420.325 Searches and Contraband for Work Release, DOC 420.390 Arrest and Search, and/or operational memorandums.
- 9. Threatening, bribing, or coercing an offender to engage in staff sexual misconduct.
  - 10. Attempting to engage in staff sexual misconduct.
  - 11. Purposefully helping another person engage in staff sexual misconduct.
  - 12. Discouraging or preventing offenders and/or staff from making good faith reports of staff sexual misconduct.

E. **Sexual Harassment** includes:

- 1. Deliberate or repeated, unsolicited statements or comments of a sexual nature directed to any individual, including demeaning references to gender or derogatory comments about body or clothing.
- 2. Repeated profane or obscene language/gestures of a sexual nature.