

Washington State  
Department of  
Corrections Annual  
PREA Report  
Calendar Year 2016

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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 2016.

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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 2016, WADOC has accomplished the following in regards to PREA implementation and quality improvements:

- Completion of the first three-year audit cycle, completing certified audits in all 26 applicable facilities, achieving 100% compliance in all these facilities;
- Refocusing of the statewide PREA Implementation Team from basic foundational development to sustainability and quality improvements, accompanied by a name change to the PREA Advisory Council (PAC) and corresponding change in goals and objectives;
- Expansion of victim advocacy services to incorporate on-site support for offender survivors and related training for advocates regarding correctional operations; and
- Expansion of a Headquarters Multi-Disciplinary Team to evaluate the needs of and housing and programming assignments for transgender and intersex offenders.

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Airway Height Corrections Center	100% compliance achieved in 02/2015 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 audit
Brownstone Work Release	100% compliance achieved in 05/2015 audit
Cedar Creek Corrections Center	100% compliance achieved in 08/2014 audit
Clallam Bay Corrections Center	100% compliance achieved in 06/2015 audit
Coyote Ridge Corrections Center	100% compliance achieved in 08/2015 audit
Eleanor Chase Work Release	100% compliance achieved in 05/2015 audit
Helen B. Ratcliff Work Release	100% compliance achieved in 07/2014 audit
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 audit
Olympia Work Release	100% compliance achieved in 04/2016 audit
Olympic Corrections Center	100% compliance achieved in 06/2015 audit
Peninsula Work Release	100% compliance achieved in 03/2015 audit
Progress House Work Release	100% compliance achieved in 03/2015 audit
Rap House / Lincoln Park Work Release (Facility no longer in operation)	100% compliance achieved in 03/2015 audit
Reynolds Work Release	100% compliance achieved in 07/2014 audit
Stafford Creek Corrections Center	100% compliance achieved in 08/2014 audit
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 audit
Washington State Penitentiary	100% compliance achieved in 05/2016 audit

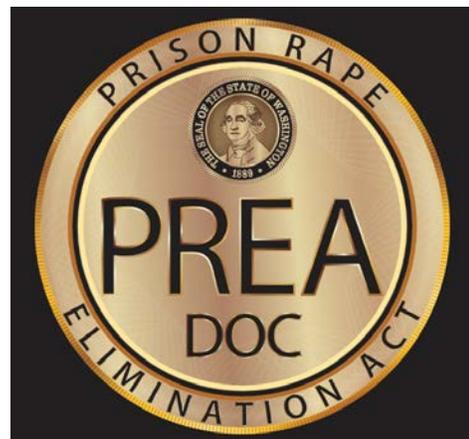
Green – year one of audit cycle  
 Blue – year two of audit cycle  
 White – year three of audit cycle

## 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 certified full PREA compliance for the state of Washington. However, following a review by the Department of Justice, this certification was amended in March 2017 to an assurance that the state was working toward compliance. These documents are included with this report.



JAY INSLEE  
Governor



October 14, 2016

Karol Mason, Assistant Attorney General  
PREA Management Office  
Bureau of Justice Assistance  
810 Seventh Street NW  
Washington, DC 20531

Dear Assistant Attorney General Mason:

The state of Washington is proud to certify its compliance with National Prison Rape Elimination Act (PREA) Standards. In certifying compliance with PREA standards, Washington is relying on guidance provided by the Department of Justice's (DOJ) September 9, 2016 letter to the Governor which states:

DOJ intends audits to be a primary, but not the only, factor in determining whether a state/jurisdiction is in full compliance. Neither the PREA statute nor the Standards restrict the sources of information that governors may use in deciding whether to certify full compliance with the Standards.

Based on this guidance, we reviewed PREA audits completed on all confinement facilities under the operational control of the state's executive branch. We found that, based on the timelines required under the audit process, our facilities would not be able to meet technical compliance requirements within the timeline allowed unless they were audited in the first quarter of the audit cycle or were found to not require any corrective action by the initial audit.

The structural inability to meet the deadline occurs when an audit is conducted at any point beyond the first quarter and corrective action is required. Under DOJ rules, states may remedy identified deficiencies over a 180-day corrective action period. Following a successful corrective action period, an auditor makes a final determination of compliance for the facility and then issues a report. The process from the initial audit to the completion of the corrective action and issuance of that report requires up to ten months. Therefore, if a facility is unable to complete its audit within the first quarter of the cycle, the facility will be unable to produce the final report indicating compliance, an item technically required in order to meet certification standards.

The above-cited language from DOJ allows states to consider other information in determining whether confinement facilities comply with PREA standards. Here, Washington looked beyond audit reports to the PREA standards, particularly standard 115.403(c) which sets out criteria for



Assistant Attorney General Karol Mason  
October 14, 2016  
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determining compliance. Under this section, in order for a facility to be found to “meet standard,” the facility may be found in “substantial compliance” with the standard.

Further, the DOJ PREA Workgroup *Frequently Asked Questions* provide guidance in situations where a facility has undergone an audit and engaged in corrective action which is not complete by the August 19, 2016 deadline. The answers to questions 7 and 8 provide that if a state has engaged in corrective action between August 19, 2016 and October 15, 2016 the Governor, in certifying, should include an explanation clarifying that facility’s compliance.

In Washington, audits were completed on all adult and juvenile confinement facilities before August 19, 2016, though it was not possible to audit all the facilities in the first quarter of the Audit Year 3 cycle. Because audits occurred after the first quarter, and required corrective action plans, facilities could not comply with the technical requirements necessary for a finding of compliance and issuance of a report. But, these facilities have made significant progress in their corrective action plans. The progress made towards completing the corrective action plans is extensive enough to allow Washington to determine that these facilities have achieved substantial compliance, under PREA standard 115.403(c).

Included with this cover letter is a 2016 PREA standards certification form, signed by Washington Governor Jay Inslee. Also included are letters from the Department of Corrections and Department of Social and Health Services, each explaining the status of their respective facilities, as well as additional documentation to support the work completed at each facility.

Washington remains committed to ensuring that each of its confinement facilities under the operational control of the state’s executive branch is compliant with PREA standards. We are committed to the safety and security of offenders residing in the facilities and to combating sexual abuse and sexual harassment in all confinement facilities.

Please advise our office if we can provide you additional materials.

Sincerely,



Taylor K. Wanhoff  
Deputy General Counsel

Enclosures

**Certification Regarding Adoption of and Full Compliance with  
the National Standards to Prevent, Detect, and Respond to Prison Rape  
2016 Governor's Certification for Audit Year 3 of Cycle 1**

Pursuant to 42 U.S.C. §15607(e)(2), I certify to the U.S. Department of Justice (DOJ):

As of August 19, 2016, the state<sup>1</sup> named below had adopted, and was in full compliance with, the National Standards to Prevent, Detect, and Respond to Prison Rape, 28 C.F.R. Part 115.

If, after the date of signature of this certification, credible information should come to the attention of the undersigned (or his or her successor) that casts reasonable doubt on the accuracy of this certification, the same shall conduct a reassessment and determine whether this certification was accurate. If the certification is determined not to have been accurate, the undersigned or a designee will:

1. Within 15 days, notify DOJ via the email address below of the existence of the inaccuracy; and
2. Within 15 days of providing such notice,
  - a. Submit an assurance signed by the chief executive (using the form provided by DOJ) indicating that the state will expend not less than 5 percent of its covered DOJ grant funds for FY 2017 to adopt, and achieve full compliance with, the National Prison Rape Elimination Standards (28 C.F.R. Part 115), so as to ensure that a certification may be submitted in future years;
  - b. Agree to return 5 percent of its covered DOJ grant funds for FY 2017 as calculated by DOJ; or
  - c. Take other appropriate action as instructed by the awarding agency.

  
Signature of Chief Executive

JAY INSLER  
Printed name of Chief Executive

WASHINGTON  
Name of State

Oct. 14, 2016  
Date

This form must be received by the Department of Justice, PREA Management Office, by October 15, 2016. A signed, electronic version of this form may be sent to [PREACompliance@usdoj.gov](mailto:PREACompliance@usdoj.gov).

<sup>1</sup> In this document, "state" refers to states, U.S. territories, and the District of Columbia.

*A false statement in this certification or in the grant application that it supports may be subject to criminal prosecution, including under 18 U.S.C. § 1001 and 42 U.S.C. § 3795a. DOJ grants, including certifications provided in connection with such grants, are subject to review by the DOJ component that issued the grant and/or by the DOJ Office of the Inspector General.*

JAY INSLEE  
Governor



STATE OF WASHINGTON  
Office of the Governor

March 14, 2017

Thomas Talbot  
PREA Management Office  
Bureau of Justice Assistance  
810 Seventh Street NW  
Washington, DC 20531

Dear Mr. Talbot:

Thank you for your letter dated March 3, 2017, regarding Washington State's compliance with the National Standards to Prevent, Detect, and Respond to Prison Rape.

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 and have made significant efforts towards achieving this goal.

In our October 2016 letter to the Department of Justice regarding PREA compliance, we explained our issue with certifying compliance within the time constraints required by the PREA reporting process. While we continue to believe Washington is substantially compliant with the requirements of PREA, after further discussions with the Department of Justice, we believe that it may be beneficial to our efforts to submit an Assurance rather than Certification of Compliance.

Included with this cover letter is a 2016 Governor's Assurance for Audit Year 3 of Cycle 1, signed by Washington Governor Jay Inslee. The Assurance is provided for both the adult and juvenile facilities. While our juvenile facilities were compliant with the exception of the one facility which was in the process of appealing a de minimus violation as of October 2016, we have subsequently learned the Juvenile Rehabilitation background check process requires some improvements. Reallocation of the DOJ funds will assist both the Department of Corrections and Juvenile Rehabilitation with improving compliance with PREA.

Please advise our office if there are additional materials that we can provide you.

Thank you.

Sincerely,

A handwritten signature in blue ink that reads "Taylor K. Wonhoff".

Taylor K. Wonhoff  
Deputy General Counsel

Enclosure



**Assurance to Utilize Department of Justice Grants to Achieve Full Compliance with the National Standards to Prevent, Detect, and Respond to Prison Rape**  
**2016 Governor's Assurance for Audit Year 3 of Cycle 1**

Pursuant to 42 U.S.C. § 15607(c)(2)(A)(ii), I assure the U.S. Department of Justice (DOJ) that, subject to the exception checked in Section B below (if applicable), the state<sup>1</sup> named below intends to adopt and achieve full compliance with the National Standards to Prevent, Detect, and Respond to Prison Rape (28 C.F.R. Part 115), so as to ensure that a certification of full compliance may be submitted in future years. **Section A.** (Check one of the boxes below.)

1.  The state named below will use not less than 5 percent of its covered DOJ grant funds for FY 2017 to enable the state to adopt, and achieve full compliance with, the National Standards to Prevent, Detect, and Respond to Prison Rape, so as to ensure that a certification of full compliance may be submitted in future years.

OR

2.  The state named below requests that 5 percent of its covered DOJ grant funds for FY 2017 be held in abeyance pursuant to 42 U.S.C. § 15607(e)(2)(A)(ii)(1).

**Section B.** (Check the box below only if it applies to your state.)

As of August 19, 2016, the state named below had adopted, and was in full compliance with, the National Standards to Prevent, Detect, and Respond to Prison Rape insofar as those standards implicate *juvenile facilities*, as defined in 28 C.F.R. § 115.5, but was not in full compliance with one or more standards insofar as those standards implicate non-juvenile facilities. Accordingly, grants issued by the Office of Juvenile Justice and Delinquency Prevention are not subject to the required set aside of funds set forth in Section A.

If the state has checked the Section B box directly above, and after the date of signature of this assurance, credible information should come to the attention of the undersigned (or his or her successor) that casts reasonable doubt on the accuracy of the information relied upon in checking the Section B box, the same shall conduct a reassessment and determine whether this

<sup>1</sup> In this document, "state" refers to states, U.S. territories, and the District of Columbia.

*A false statement in this certification or in the grant application that it supports may be subject to criminal prosecution, including under 18 U.S.C. § 1001 and 42 U.S.C. § 3793a. DOJ grants, including certifications provided in connection with such grants, are subject to review by the DOJ component that issued the grant and/or by the DOJ Office of the Inspector General.*

selection of such box was accurate. If the selection of the box is determined not to have been accurate, the undersigned or a designee will:

1. Within 15 days, notify DOJ, at [PREACompliance@usdoj.gov](mailto:PREACompliance@usdoj.gov) of the existence of the inaccuracy; and
2. Within 15 days of providing such notice, (a) submit a revised assurance, signed by the chief executive, (b) agree to return 5 percent of its covered DOJ grant funds for FY 2017 as calculated by DOJ, or (c) take other appropriate action as instructed by the awarding agency.

  
\_\_\_\_\_  
Signature of Chief Executive

JAY INSLEE  
\_\_\_\_\_  
Printed name of Chief Executive

WASHINGTON  
\_\_\_\_\_  
Name of State

3/14/2017  
\_\_\_\_\_  
Date

## 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 2016 and 2017, following completion of the first series of audits in all 26 WADOC facilities, PREA-related processes and 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 2016 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 12/07/2017.

During calendar 2016, WADOC conducted investigations into 527 offender-on-offender allegations and 230 staff-on-offender allegations, for a total of 757 investigations. With an offender population of 17,434 in prison and work release facilities (12/31/2016), this results in a rate of 43.4 allegations per 1,000 offenders.

Of the 757 total investigations initiated during 2016, 136 (18%) were reported outside the facility in which the alleged incident occurred.

## Agency Sexual Abuse Data

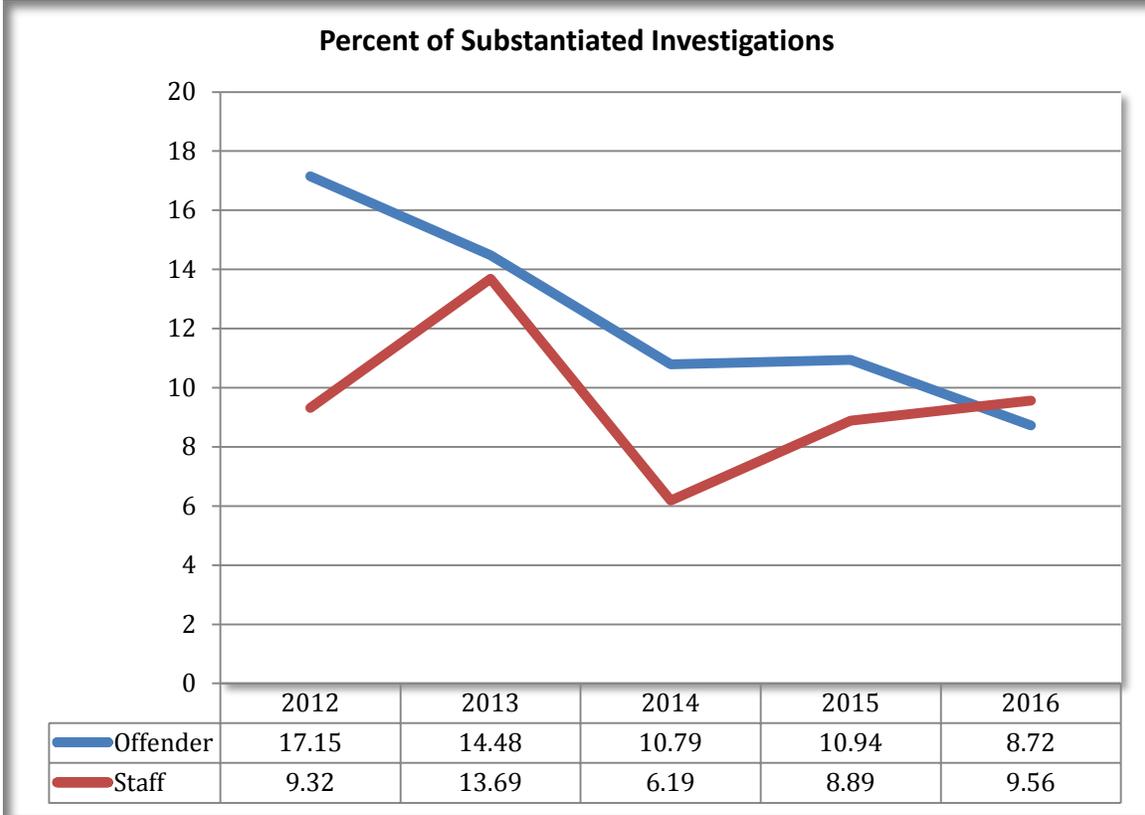
The following is the breakdown of allegations by type and finding for calendar year 2016:

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	9	49	39	0	97
ISA	13	95	125	1	234
ISH	24	104	67	1	196
TOTAL	46	248	231	2	527

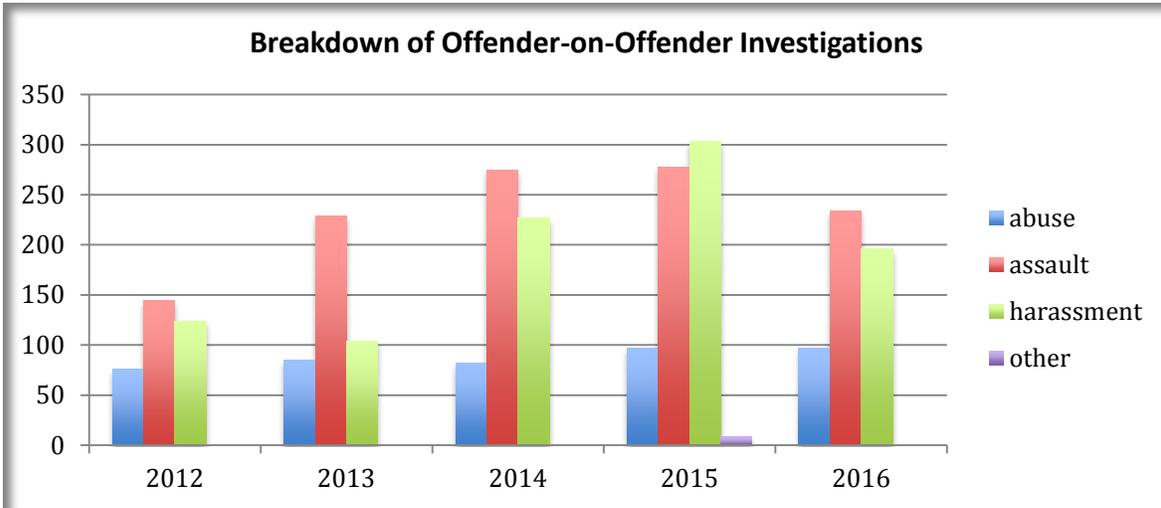
Staff-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	1	0	0	0	1
SSH	3	11	57	2	73
SSM	18	29	107	2	156
TOTAL	22	40	164	4	230

An analysis of investigation and finding information over the past five (5) years indicates a trending increase in the number of investigations conducted based on allegations received but an overall decrease in the percent of substantiated allegations.

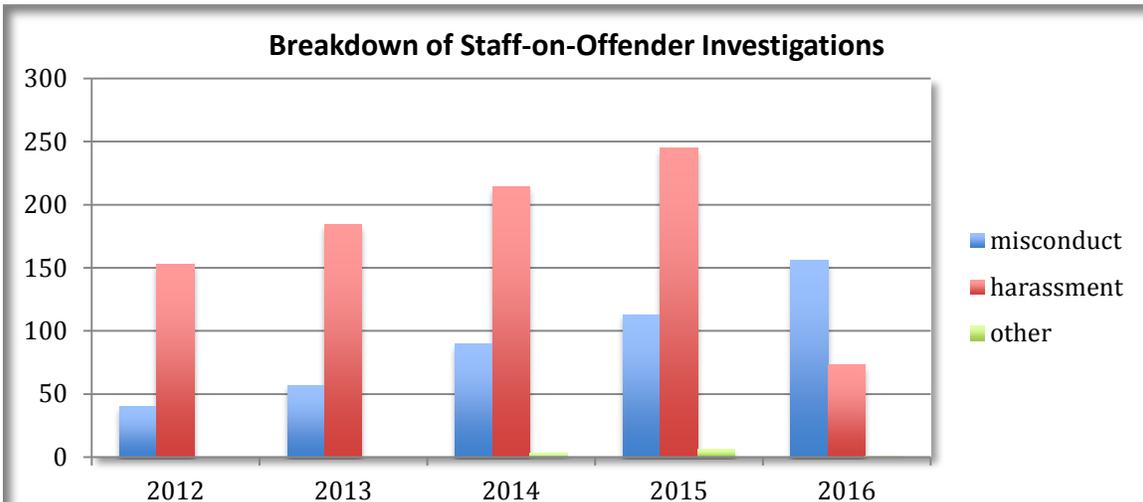
	Substantiated		Unsubstantiated		Unfounded		Open	
	Offender-Offender	Staff-Offender	Offender-Offender	Staff-Offender	Offender-Offender	Staff-Offender	Offender-Offender	Staff-Offender
2012	59	18	178	59	107	116	0	0
2013	65	33	199	48	186	160	0	0
2014	63	22	156	40	365	245	0	0
2015	61	42	256	69	367	272	2	1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



A breakdown of the 2,559 offender-on-offender investigations over the last five (5) years by type of allegations illustrates that 437 (17%) were abuse, 1,160 (45%) were assault, 954 (37%) were harassment, and 8 (less than 1%) were other forms of related misconduct (e.g., retaliation).



A breakdown of the 1,335 staff-on-offender investigations over the last five (5) years by type of allegations illustrates that 869 (65%) were sexual misconduct, 456 (35%) were harassment, and 10 (less than 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 2016:

Method by which Allegations were received which Resulted in Internal PREA Investigations	#
Anonymous grievance	1
Anonymous kite	4
Anonymous notes and letters	3
Confidential information	2
Damages claim	1
Disciplinary appeal	2
Discovery	40
Email (to Field Administrator, PREA Coordinator, and Superintendent)	4
External report entity	25
Grievance	70
Hotline	70
Kiosk	1
Kite	51
Note or letter (to Classification Counselor, Community Corrections Officer, Correctional Unit Supervisor, DOC, DOJ Auditor, Investigator, Lieutenant, Mental Health staff, Officer, PREA Coordinator, Sergeant, and Unidentified Staff)	21
Police Report	1
Telephone call (from Department of Health and Human Services, Mother of Offender, Sheriff's Deputy, and Wife of Offender)	4
Verbal report to Staff (detail following)	455
Written statement (to Unit Staff)	2
<b>TOTAL</b>	<b>757</b>

Of the 757 total investigations conducted, 13 were initiated based on information received from outside the agency (e.g., other state agencies, offender family members, DOJ auditors, jails, etc.)

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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 60% 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	3
Associate Superintendent	3
Chaplain	3
Classification Counselor	92
Clerical staff	2
Community Corrections Officer	17
Community Corrections Supervisor	1
Contract Staff	6
Correctional Industries Staff	4
Correctional Officer	41
Correctional Unit Supervisor	33
Corrections Specialist	9
DOJ PREA Auditor	1
Field Administrator	1
Food Services Manager	2
Grievance Coordinator	2
Hearing Officer	14
Internal Auditor	5
Investigator	6
Jail Staff	5
Librarian	1
Lieutenant	45
Medical Staff	28
Mental Health Staff	61
Sergeant	63
Sex Offender Treatment Specialist	7
<b>TOTAL</b>	<b>455</b>

The largest number of verbal reports has consistently been made to classification counselors, mental health staff, and sergeants, which is generally based on the type of interactions these individual 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	6
Email (Community Corrections Supervisor, PREA mailbox)	4
External Report Entity	2
Grievance	2
Hotline	56
Intensive Management Multi-Disciplinary Team	2
Letter (to PREA Coordinator, Secretary, State Senator)	10
Verbal report to Staff	100
TOTAL	182

## DEMOGRAPHICS

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

Total Prison and Work Release Population as of 12/31/2016	
17,434	
Gender	
Male	92.0%
Female	8.0%
Race	
American Indian / Alaska Native	4.7%
Asian / Pacific Islander	4.0%
Black	18.4%
White	71.2%
Other	0.9%
Unknown	0.9%
Average Age	
38.5 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 = 46				
Total Number of Victims = 49				
Total Number of Perpetrators = 46				
Gender	Victim		Perpetrator	
Male	35	71.4%	39	84.8%
Female	8	16.3%	6	13.0%
Transgender	6	12.2%	1	2.2%
Unknown	0	0.0%	0	0.0%
Race	Victim		Perpetrator	
American Indian / Alaska Native	3	6.1%	3	6.5%
Asian / Pacific Islander	2	4.1%	2	4.3%
Black	3	6.1%	11	23.9%
White	40	81.6%	27	58.7%
Other	0	0.0%	2	4.3%
Unknown	1	2.0%	1	2.2%

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Age	Victim		Perpetrator	
< 18	0	0.0%	0	0.0%
18 – 24	9	18.4%	3	6.5%
25 – 29	12	24.5%	8	17.4%
30 – 34	9	18.4%	10	21.7%
35 – 39	6	12.2%	4	8.7%
40 – 44	2	4.1%	2	4.3%
45 – 54	8	16.3%	13	28.3%
55 +	2	4.1%	6	13.0%
Unknown	1	2.0%	0	0.0%

Substantiated Offender-on-Offender Sexual Abuse, Assault and Harassment Location		
Bathroom	1	1.9%
Cell	24	45.3%
Classroom / Program Activities Area	3	5.7%
Correctional Industries	1	1.9%
Dayroom	7	13.2%
Dining Hall	3	5.7%
Public Area (breezeway, tier, foyer, hallway, walkway)	10	18.9%
Recreation Area (gym, yard)	2	3.8%
Shower	1	1.9%
Unknown	1	1.9%

Substantiated Offender Perpetrator Sanctions	
Arrested	3
Confinement to Cell	4
Loss of Good Conduct Time	9
Loss of Privileges	11
Reprimand / Warning	1
Segregation	16
Transfer	2
Unknown	4
None (offender released, infraction dismissed, mental health issues, etc.)	10

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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 2016:

Position	Substantiated SSM & SSH	Unsubstantiated SSM & SSH	Unfounded SSM & SSH	Open SSM & SSH	Total SSM & SSH
Classification Counselor	0	0	3	0	3
Clerical	1	0	2	0	3
Community Corrections Officer	0	1	15	0	16
Contract Staff	5	5	7	0	17
Cook	1	0	5	1	7
Correctional Industries Staff	0	5	0	0	5
Correctional Officer	9	19	93	1	122
Correctional Program Manager	0	0	1	0	1
Correctional Unit Supervisor	0	0	7	0	7
Corrections Specialist	1	1	0	0	2
Hearings Officer	0	0	1	0	1
Investigator	0	0	1	0	1
Librarian	0	0	1	0	1
Lieutenant	1	0	1	0	2
Mental Health Counselor	2	0	2	0	4
Nurse	0	1	0	0	1
Physician	0	1	0	0	1
Program Manager / Specialist	1	0	1	0	2
Psychiatrist	0	0	1	0	1
Psychology Associate	0	1	2	0	3
Recreation Specialist	0	1	0	0	1
Sergeant	0	0	8	1	9
Unknown	0	5	11	1	17
Volunteer	1	0	2	0	3
<b>TOTAL</b>	<b>22</b>	<b>40</b>	<b>164</b>	<b>4</b>	<b>230</b>

WASHINGTON STATE DEPARTMENT OF CORRECTIONS ANNUAL PREA REPORT

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 = 22				
Total Number of Victims = 32				
Total Number of Perpetrators = 22				
Gender	Victim		Perpetrator	
Male	23	71.9%	7	31.8%
Female	9	28.1%	15	68.2%
Transgender	0	0.0%	0	0.0%
Unknown	0	0.0%	0	0.0%
Race	Victim		Perpetrator	
American Indian / Alaska Native	7	21.9%	1	4.5%
Asian / Pacific Islander	1	3.1%	2	9.1%
Black	5	15.6%	1	4.5%
White	16	50.0%	12	54.5%
Other	1	3.1%	1	4.5%
Unknown	2	6.2%	5	22.7%
Age	Victim		Perpetrator	
24 and younger	4	12.5%	1	4.5%
25 – 29	13	40.6%	1	4.5%
30 – 34	5	15.6%	4	18.2%
35 – 39	4	12.5%	0	0.0%
40 – 44	3	9.4%	5	22.7%
45 – 54	0	0.0%	3	13.6%
55 +	1	3.1%	4	18.2%
Unknown	2	6.2%	4	18.2%

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Substantiated Staff-on-Offender Sexual Misconduct, Harassment, and Other Misconduct		
Camp	1	3.8%
Community	9	34.6%
Correspondence (telephone, JPay)	2	7.7%
Dayroom	1	3.8%
Kitchen	2	7.7%
Medical	1	3.8%
Program Area	5	19.2%
Staff Area (work area, staff office)	2	7.7%
Unidentified	2	7.7%
Visiting Room	1	3.8%

Substantiated Staff Perpetrator Years of Service	Staff Sexual Harassment & Staff Other Misconduct		Staff Sexual Misconduct	
	Count	Percentage	Count	Percentage
Less than 6 months	0	0.0%	2	11.1%
6 months to 1 year	0	0.0%	1	5.6%
1 to 5 years	0	0.0%	9	50.0%
5 to 10 years	3	75.0%	2	11.1%
More than 10 years	0	0.0%	1	5.6%
Unknown	1	25.0%	3	16.7%

Substantiated Staff Perpetrator Job Classification		
Clerical	1	4.5%
Contract Staff	5	22.7%
Correctional Officer	10	45.5%
Corrections Specialist	1	4.5%
Lieutenant	1	4.5%
Mental Health Counselor	2	9.1%
Program Manager / Specialist	1	4.5%
Volunteer	1	4.5%

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Substantiated Staff Perpetrator Sanctions	Staff Sexual Harassment & Staff Other Misconduct			Staff Sexual Misconduct	
Letter of Reprimand	1	25.0%		0	0.0%
Completion of Specified Training	1	25.0%		0	0.0%
Suspension	1	25.0%		0	0.0%
Contract not Renewed	0	0.0%		1	5.5%
Termination of Volunteer Status	0	0.0%		1	5.5%
Resignation prior to Completion of Investigation	0	0.0%		12	66.7%
Termination	0	0.0%		3	16.7%
Unknown	1	25.0%		1	5.5%

## 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 2016, a total of 51 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	31	Reasons noted include, but are not limited to, criminal investigation determined to be unfounded, no information regarding declination received, suspect deceased, inability of victim to identify suspect, lack of evidence, victim recanting allegations, expiration of the statute of limitations, lack of cooperation on the part of the victim / victim choosing not to pursue charges, and allegations not supported by forensic medical examination.
Accepted by law enforcement officials for criminal investigation	18	Of these: <ul style="list-style-type: none"> <li>• 5 are pending results of the referral for prosecution;</li> <li>• 2 lacked any additional information;</li> <li>• 8 were declined by prosecutors for reasons including lack of evidence and legal insufficiency; and</li> <li>• 3 were accepted and moved forward, resulting in 1 lack of conviction, 1 pending, and 1 citation for non-traffic violations.</li> </ul>
Outcome of referral to law enforcement officials still pending	2	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 2016, a total of 265 local review committees were held across the agency. Of these, 32 resulted in some form of action plan. Elements included in action plans include, but are not limited to:

- Inclusion of sexual orientation in annual Diversity Council focus group activities,
- Camera installation,
- Review of policy requirements,
- Review of reporting requirements,
- More frequent porter rotations,
- Initiation of offender keep separates,
- Referral of staff allegations to investigator outside the facility,
- Updates to OMNI for offenders housed under overflow bed contract in county jail,
- A review of how investigations are assigned,
- Refresher information regarding red flag behaviors,
- Provision of ethics training,
- Review of training materials,
- Review of facility staffing plans/models,
- Review of lighting levels of cameras, and
- RE-screening of offender risk identifiers.



## VICTIM ADVOCACY SERVICES

WADOC partners with the Department of Commerce Office and Crime Victim Advocacy (OCVA) and the Washington Coalition of Sexual Assault Programs (WCSAP) to provide victim advocacy services to offenders within agency facilities and offices.



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.



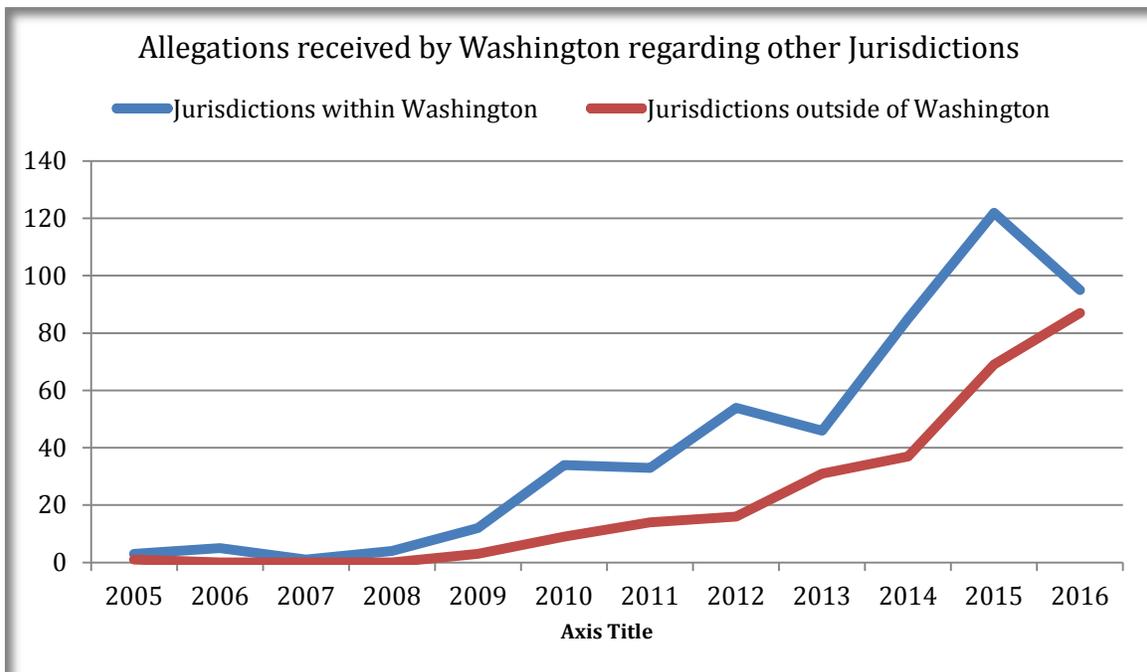
WCSAP is a non-profit organization that strives to unite agencies in the elimination of sexual violence. WCSAP provides information, training, and expertise to program and individual members who support victims, family and friends, the general public, and anyone who has been affected by sexual assault.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

Offenders are provided the opportunity to initiate service provision through unrecorded, toll-free telephone calls to specially trained advocates from community sexual assault programs. Support can be provided regarding the offender's own sexual victimization or victimization of family and friends. During 2016, a total of 165 calls were made to the OCVA victim services support line. Partnered advocates also respond when an offender is transported to a local medical facility for a forensic medical examination following an allegation of aggravated sexual assault.

During 2016, this partnership continued to expand, providing enhanced training for advocates, staff and offenders, and expanding in-person support to offenders in prison facilities.

## 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 2016, WADOC received and forwarded a total of 182 allegations about other jurisdictions, 95 of those regarding agencies within the State of Washington, including city, county, regional and tribal correctional entities. An additional 87 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 2017 to further incorporate PREA principles and standards into agency culture:

- Processes related to PREA allegation reporting, triage, investigation, and follow-up were examined using the Lean Value Stream Mapping process by groups of stakeholders; initial evaluation work was completed in 2016 and related action plans with identified work groups will move forward during 2017.
- Establishment of a transgender policy development workgroup to formalize agency processes regarding searches, urinalysis testing, property, pronoun use, etc.; to be accompanied by agency-wide training regarding incarcerated transgender individuals.
- Continuation of a comprehensive training plan, to include:
  - Revision to PREA 101, Training for Health Services, and Pat Search Training.
  - Development of PREA 102, combining on-line training with scenario-based classroom training and incorporating modules for Shift Commanders and Duty Officers, PREA Response Teams, and First Responders as well as a module regarding red flag behaviors.
  - Development of LGBTI and transgender awareness training.
- 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.



## 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	0	9	0	0	9
ISA	0	16	9	0	25
ISH	1	12	1	0	14
TOTAL	1	37	19	9	48

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	3	0	4
SSM	1	3	1	0	4
TOTAL	1	4	4	0	9

### Accomplishments 2016:

- AHCC has streamlined the process for handling PREA investigations and documentation. We have developed weekly and monthly forms to maintain requirements.
- The Food Factory has identified areas of concern and will add cameras to alleviate blind spots.

AHCC Goals for 2017:

- The M13 units in the main portion of the facility have a new camera systems that will be on line soon.
- The facility is in the process of hiring a PREA Specialist. The register recently closed and interviews are scheduled for March 9<sup>th</sup>.
- Solidify all processes when PREA Specialist position is filled.
- Prepare documentation for the upcoming Federal audit.



## 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	3	0	3
ISA	0	0	1	0	1
ISH	0	0	0	0	0
TOTAL	0	0	4	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	1	0	0	1
TOTAL	0	1	0	0	1

Cedar Creek has developed the following goals and/or corrective action for 2017:

- Successfully complete Department of Justice (DOJ) compliance audit.
- Conduct future self-audits.
- Updated PREA vulnerability assessment.
- Complete Action Plan/tasks related to an updated PREA vulnerability assessment.
- Continue monitoring PREA Risk Assessment (PRA) by counselors.
- Maintain PREA compliance training for all employees, contract staff and volunteers.
- Continue Camera infrastructure upgrades and install Phase 3 cameras/ Begin purchasing cameras and equipment for Phase 4.
- Complete new shower and toilet door installation in both housing units.
- Begin Phase 3 of the Lighting Improvements Project.



## CLALLAM BAY CORRECTIONS CENTER

In 2016 Clallam Bay Corrections Center (CBCC) did not have any changes in the administration and the facility continued to develop as a team under the leadership of Superintendent Ron Haynes. The main facility is divided into living and support areas with secure exterior walls at each separate building junction. The close and maximum custody living units link together in a semi-circle around an interior courtyard. Perimeter security is maintained by five armed towers strategically located to ensure constant surveillance roof areas, and two twelve foot cyclone security fences that are 20 feet apart with rolls of stainless steel razor wire on and between them that create a barrier and bramble designed to make escape difficult. Tower surveillance is enhanced by a Taut Wire Electronic Detection System, mounted on the inside fence, that alerts staff with an alarm when the fence is hit, being cut, or climbed. Whenever there is an alarm, staff immediately respond to that section of the fence, assess the alarm, and prevent any attempted escape.

Living unit security in close and maximum custody housing is enhanced with cells and dayrooms arranged in a semi-circle. The strategic location of the control booth enables officers to visually supervise living unit pods. All cell doors and entrance/exit doors of the units are controlled from this centralized secure location. Cells in the close and maximum custody/intensive management (IMU) housing units are single cell capacity and contain a bed, a toilet, a sink, and a table with seat. All cell doors are operated by an electronic system in the control booth. The intensive management/segregation units consist of two 62-bed living units. These units are also mirror images and have connecting corridors with enclosed offender exercise areas. Each unit is divided into three pods that are two tiers high. The IMU provides secure housing for offenders who are unable to live in general population by posing a serious threat to the safety of staff, other inmates, or the public, through a pattern of violent or seriously disruptive behavior.

The close custody living areas are divided into four 100+ person units. The units are situated at either end of a corridor with space for unit staff offices and are mirror images of each other. Each unit is divided into three separate pods that are three tiers high. There are eleven cells on each tier for a total of 33 cells in each pod, 99 cells in a unit.

The Medium Security Complex is located outside the close custody facility's secure courtyard. It

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consists of four 100-person housing units on two separate floors.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	3	0	0	3
ISA	0	8	5	0	13
ISH	0	3	1	0	4
TOTAL	0	14	6	0	20

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

CBCC PREA goals for 2017:

- Identify and correct any deficiencies in the CBCC PREA Program prior to 2017 audit.
- Continue educating staff and offenders on PREA related issues.
- Get staff active in the PREA Program by forming a local facility PREA advisory committee to gain input on processes already in place and any new ones that come up.



## 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	1	3	5	0	9
ISA	0	4	22	0	26
ISH	0	5	13	0	18
<b>TOTAL</b>	<b>1</b>	<b>12</b>	<b>40</b>	<b>0</b>	<b>53</b>

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	8	0	8
SSM	0	0	7	0	7
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>15</b>

During 2016, CRCC focused on the final preparation of their first Department of Justice Audit, which was scheduled for August 2016. The final audit report was signed off in early January 2017 with 100% compliance. In the summary of audit findings, the Department of Justice auditor stated that, “staff were found to be courteous, cooperative, and professional. All areas of the facilities toured were found clean and well maintained”.

In 2016, CRCC also established a process to provide state-issued undergarments to transgender individuals who have requested such items. This was a complicated task when realizing all stakeholders involved in the process. However, it was accomplished and our transgender population confirms that the culture at CRCC is changing and is taking steps toward an inclusive environment. Staff have embraced the changes and have demonstrated professionalism and sensitivity in regards to those who have been issued the items as well.

Throughout 2017, CRCC would like to accomplish several goals related to PREA. These include maintaining compliance with the National PREA Standards while continuing to engage and educate staff in regards to PREA and the mission of the Department of Corrections. We also need to compile a new vulnerability assessment and consider options to hire a permanent PREA Compliance Specialist. 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	0	0	0
ISA	0	0	3	0	3
ISH	0	0	0	0	0
TOTAL	0	0	3	0	3

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	0	1
SSM	3	0	2	0	5
TOTAL	3	0	3	0	6

## Outcome of goals from 2016 for Larch Corrections Center:

- Make 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 cut down to allow visual of office spaces and classrooms.
  - Mirrors were installed throughout the facility to ensure viewing into all offices.
- Enhance 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.
  - Over 2016 with the preparation for Department of Justice PREA audit an extensive improvement in understanding, awareness, respect, and compliance to PREA occurred at Larch Corrections Center. Several drills were ran which included our partners with YCWA advocates and PeaceHealth Hospital. Supervisors spent time with line staff discussing and reviewing material provided by the PREA Team. Our Food Service Manager even created a jeopardy game to engage her staff on the topic of PREA with great success.
- Demonstrate 100% compliance with standards through an audit conducted by Department of Justice certified, independent auditors.
  - Larch Corrections Center completed and passed the Department of Justice PREA audit.

**The primary goals for 2017 to continue to reduce PREA complaints and incidents by:**

- PREA drills to be conducted on all shifts to include scenarios that are realistic and challenging at the same time. This allows 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.
- To incorporate to a greater degree 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 small group discussions and activity quizzes 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 from this past fall with staff. If additional revisions are made in 2017, 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.
- Usage of Corrections Specialist 2 funded through June 2016 with responsibilities of:
  - Planning PREA drills on all shifts
  - 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

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- 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
- Other duties as assigned by CPM Miller, LCC PREA Coordinator.

## 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	0	0	3	0	3
ISH	0	0	0	0	0
TOTAL	0	0	3	0	3

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



## 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 opened since 2005. MCCCW is a minimum-security re-entry institution and houses minimum custody offenders, maintaining an average daily population of 312 female offenders. MCCCW employees approximately 135 state employees and contractors. There currently have 167 active volunteers.

Offenders participate in academic programming, and when qualified, in the Therapeutic Community program. Most offenders are assigned jobs after arriving, including community service crews. MCCCW is dedicated to the transition of adult female offenders 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	4	3	0	8
ISA	0	0	0	0	0
ISH	1	0	1	0	2
TOTAL	2	4	4	0	10

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	0	1
SSM	1	2	2	0	5
TOTAL	1	2	3	0	6

MCCCW PREA related goals for 2016 were:

- HQ will now be asked to investigate all PREA investigations where staff are involved. They are more thorough and in-depth.
  - We continue to do this. If not available, try to find investigator not at MCCCW, if possible.
- When assigning an investigation staff will need to check on the release date of the offender and ensure the investigation is completed prior to their release, if it is soon.
  - We continue to do this
- MCCCW will continue to work on CAP items from the vulnerability assessment throughout the year.
  - All offices and porter closet doors had windows placed in them
  - Storage room in Gym had window places in wall to open up blind spot.
  - Automatic lights were placed in closets and rooms that are not routinely used to be able to easily see through window in door if any person was occupying room.

MCCCW PREA related goals for 2017 are:

- Continue to work on vulnerability Assessment items
- Ensure staff are reporting PREA allegations correctly and to the Shift Sergeant
- Assign Specialist duties to the Bear Unit CUS



## 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	12	6	0	20
ISA	3	26	15	0	44
ISH	12	40	13	0	65
TOTAL	17	78	34	0	129

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	9	0	9
SSM	1	3	16	0	20
TOTAL	1	3	25	0	29

## MCC'S Goals for 2017:

- MCC has hired a corrections specialist for PREA; this position will ensure MCC stays in compliance with all PREA standards, policies and procedures. This person will work with managers on doing a self-auditing to help stay in compliance for all upcoming DOJ Audits.
- At the Monroe Correctional Complex (MCC) policies state that any inmate who discloses prior sexual victimization or previous perpetration of sexual abuse during a screening whether upon intake or transfer will be offered a follow-up meeting with medical or mental health practitioners within fourteen (14) days. The inmates are informed of any limits on confidentiality. During a review by the Department of Justice (DOJ) Audit in June of 2016 audit (Audit period was from May 2015 to May 2016) and review of documents, the audit team found that the referrals were inconsistently documented as the referral documents were hard to locate in the medical files and follow up meetings were not consistently recorded. During interviews, it was found that there is some type of miscommunication at one point to where the referrals and follow ups are missed. The goal for 2017 is to provide documentation that referrals are made and follow ups are made within 14 days of intake screening and when sexual abuse / harassment incidents are reported.
  - a) The Monroe Correctional Complex issued a reminder in written format to their health services staff on reporting duties to their designated security supervisor, responsibilities on reporting, follow ups and referrals to mental health. Health services staff were given additional on the job training. Acknowledgement verified by signatures of health services staff.
  - b) The Monroe Correctional Complex 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.
- Executive management to provide a clear leadership to ensure that PREA issues remain as 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:
  - a) 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.
  - b) Professionalism and quality of service: As correctional professionals, we demonstrate our commitment through competency, accountability, ethics and pride in work.
  - c) A safe, healthy work environment: We are committed to providing a safe and healthy environment for staff and offenders.
  - d) 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.
  - e) Clear, open, honest communication: We encourage communication that promotes unity, productivity and understanding.

- f) 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.
- g) Community interaction: We encourage positive interaction with the community as we strive to promote public safety, community protection and public understanding.
- Currently MCC's camera project will modify or replace all the existing cameras on the hill. 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 on its last legs, 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). We may also install additional cameras in SOU, funds permitting – it has pretty good coverage already. We do not expect to install additional cameras in IMU/SEG, because it has very good coverage already.
- At the end of Construction on this project (June 2017) 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. Mr. Landis and I will scope for and request an additional Capital project as soon as we see how far the current project is able to go with the available funding.



## 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	1	0	0	0	1
ISA	0	0	0	0	0
ISH	0	2	2	0	4
TOTAL	1	2	2	0	5

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

In 2016 two important PREA related modifications were completed in the Hoh unit.

1. Cameras were installed and placed strategically throughout the unit to minimize blind spots and to insure offender safety.
2. Staff offices in the Hoh unit were modified to increase visibility within the unit and provide increased staff presence.

In 2016 OCC replaced worn radios for custody staff and equipped all non-custody staff with radios increasing staff presence, timely reporting, and offender safety.

Planned projects for 2017

- i. Increase surveillance for Warehouse / Clothing Room / Waste Water Treatment Plant / Maintenance Department. Identify low visibility / blind spots. Install additional cameras for each of these facility areas.
- ii. Hire a project specialist dedicated to PREA Audit Preparation for OCC's upcoming 2017 PREA Audit.
- iii. Maintain a comprehensive tracking mechanism to ensure timeliness of 72 hour / Follow Up PREA Risk Assessments.



## STAFFORD CREEK CORRECTIONS CENTER

Stafford Creek Corrections Center (SCCC) is an all-male adult facility located on 210 acres in Aberdeen Washington. It has been continuously operated since 2000. The current operating capacity is 1936 offenders, which includes beds at SCCC’s Intensive Management Unit (IMU), with an average daily population of 1906.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	0	0	4	0	4
ISA	2	5	22	0	29
ISH	1	6	7	0	14
TOTAL	3	11	33	0	47

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	1	1	7	0	9
SSM	1	1	13	0	15
TOTAL	2	2	20	0	24

SCCC Accomplishments for 2016

1. We just completed our DOJ PREA Audit. In the next 30 days we will be completing the CAP items that were listed. Which consisted of reviewing cases the last three months of 2016 with unfounded findings, change wording on the grievance process related to PREA in the offender handbook, and 50 year record retention.
2. We have worked with Beyond Survival and had the first Trauma Group meeting on 3-28-17. These are scheduled to happen once a month.
3. We have meetings quarterly with the transgender population, which is still growing at a rapid rate. At the meetings with have discussed undergarments and the process how to get these items through property, a wish list of commissary items, and any other concerns.
4. The PREA Response Team has updated all PREA Response Kits so they are readily available throughout the facility. They are located in Master Control, the Shift Sgt.'s Office, and Medical.
5. SCCC has created a new flow chart for the 13-509 process to ensure all offenders are seen by Mental Health as needed.

SCCC Goals for 2017

1. The PREA Response Team will conduct a full scale drill.
2. The PREA Response Team will get their own "Go bags" for responding to a sexual assault.
3. SCCC will create checklists for all areas of the facility to review vulnerability assessments and documentation.
4. SCCC will conduct a PREA Audits quarterly to ensure we are following the policies and standards of PREA.



## WASHINGTON CORRECTIONS CENTER

WCC is comprised of the Reception and Diagnostic Center, the Training Center 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 houses 1500 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 13 Department institutions that best meet 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 134 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	1	1	11	0	13
ISA	2	9	24	1	36
ISH	0	2	20	0	22
TOTAL	3	12	55	1	71

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	9	1	10
SSM	1	0	6	0	7
TOTAL	1	0	15	1	17

The Washington Corrections Center achieved the following during 2016:

- Collaborate with the Washington State Penitentiary to add DVD players to transport buses which will play the PREA orientation video with OCVA information for offenders while they are in transit.
  - This is currently on most buses, but we have a new bus that adding the DVD players to would negate the warranty on the bus. This is our back up, we use this to ensure that inmates are aware of PREA and where they can report issues.
- Initiate a meeting with Mason County Sheriff's office to review/revise the Memorandum of Understanding to better meet PREA Standard 115.22, documenting responsibilities when investigating sexual assault or sexual abuse.
  - With the changeover of Superintendents this did not happen in 2016 so it was completed on 2/15/17. After this meeting it was decided that in the future, this discussion would be a part of the yearly Policy/MOU review that is already in place with Mason County Sheriff's Office and the Washington State Patrol.
- Update the process for entering Chronos for offenders who receive orientation via interpreter or use of low comprehension tools.
  - This is completed. The CUS completes orientation for all new offenders entering the SBU unit. Any that seem to struggle with comprehension receive 1:1 follow-up review and a chronological entry is logged.

The Washington Corrections Center has 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. Our actual completion date is unknown at this time, but we are working to complete it by the end of the year. 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.
- 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.
- 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 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.



## WASHINGTON CORRECTIONS CENTER for WOMEN

WCCW is a female prison with an offender population as 11/15/16, of approximately 948 offenders and 38 offenders housed at Yakima County Jail due to bed space availability. In 2015 WCCW requested and was approved to upgrade the camera system and video monitoring system along with installing additional cameras along with the existing cameras. This project began in 2016 and is in progress, scheduled to be completed sometime in early January 2017. In addition to upgrading and installing the new cameras and video monitoring system, WCCW has conducted new building assessments to identify any additional blind spots in and around all buildings at WCCW. WCCW has also set-up a process to allow offenders to request In-person Advocacy appointments and has created a beneficial relationship with Rebuilding Hope to assist WCCW offenders with victimization issues.

Offender-on-Offender Allegations	Substantiated	Unsubstantiated	Unfounded	Open	Total
IASC	2	8	4	0	14
ISA	1	3	3	0	7
ISH	0	11	3	0	14
TOTAL	3	22	10	0	35

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	2	0	3
SSM	2	2	11	0	15
TOTAL	2	3	13	0	18

WCCW has established planned projects/goals for 2017. These goals are:

1. To utilize new part time Administrative Assistant 3 to assist in streamlining the investigations process (assignments, tracking, review committee, paperwork submission, record keeping);
2. Assist less experienced investigators with interview approach and writing reports; and
3. Conduct additional assault drills.



## 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 Office Assistant 3 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	8	3	0	11
ISA	5	22	18	0	45
ISH	8	21	6	0	35
TOTAL	13	51	27	0	91

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	1	0	0	0	1
SSH	1	7	8	0	16
SSM	0	2	16	1	19
TOTAL	2	9	24	1	36

There was no significant increase or decrease in the number of PREA cases in 2016.

In 2016, the facility continued to focus on preparation for the Department of Justice PREA audit, which was conducted May 16 – 20, 2016. The final audit report stated: “From all interviews, it was evident both staff and inmates have a clear understanding of PREA and the rights of inmates to be free from sexual harm while incarcerated... Overall, the audit experience at WSP was very positive. This facility cared about the PREA audit and wanted to be sure they were compliant...”

As a result of the audit, some changes were implemented to ensure the facility accurately identifies inmate arrivals and documents the timely completion of risk assessments, required referrals to mental health, and PREA orientation. In addition, statewide changes were made to the Strip Search Log (to identify the searcher and the observer) and notification to inmates who may be placed in a close observation area where a camera may be located. In addition, staff have:

- Met with local law enforcement to discuss roles and responsibilities;
- Continued to participate as a member of the statewide PREA Advisory Council;
- Worked with the local sexual assault victim advocacy group (YWCA) who now provides on-site advocacy for inmate victims;
- Participated in Operational Meetings involving Shift Commanders, Unit Managers, Captains, Correctional Program Managers to present PREA Information;
- Co-chaired the Local PREA Review Committee which meets monthly; and
- Provide updated PREA information to targeted groups of employees.

## WORK RELEASE FACILITIES

The Washington State Department of Corrections operated 16 work releases across the state, until December 31, 2016 when the two smallest programs closed. 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	1	1	0	0	2
ISA	0	1	0	0	1
ISH	1	2	0	1	4
TOTAL	2	4	0	1	7

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	1	0	1
SSM	3	6	3	0	12
TOTAL	3	6	4	0	13

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 improved safety and security, which has included additional training at the Statewide Work Release Academy.

The goals that were identified at the facility level as well as at the Work Release Local PREA Review Committee included: recommendations for upgraded camera systems, better placement of cameras, reduction of blind spots, increased staff presence by facility walkthroughs, and improving monitoring plans for potentially vulnerable offenders.

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

- A) 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 2018.

- B) 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 the 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.
  
- C) 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 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.

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



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



## 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
IASC	0	0	0	0	0
ISA	0	1	0	0	1
ISH	0	0	0	0	0
TOTAL	0	1	0	0	1

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	1	0	1	2
SSM	1	4	1	1	7
TOTAL	1	5	1	2	9

In 2016 Correctional Industries Food Factory staff worked with each of the facilities to ensure staff and incarcerated individuals understood and followed all policies and procedures. Additionally in 2016, construction took place at both Food Factories (CRCC and AHCC). Therefore, both CI shops worked with the facilities and contractors to eliminate any potential blind/trouble spots. CI Management encouraged all staff to complete the PREA annual in-service training.

### AHCC Food Factory PREA Improvements:

- Update the vulnerability assessments: Installed flash covers between ovens and walls preventing access/hiding places behind ovens.
- Recent Construction Project added an additional 20 High Definition 4K cameras throughout the plant. Two video viewing stations were installed in the plant. Mirrors were also installed.
- Walls and obsolete barriers were removed to provide a clear line of sight (complete wall between bakery and officer's station, and 4' wall between kitchen and kettles).
- Enclosed the shipping and receiving dock and installed cameras. Removed the potential for people to wonder out of the plant without being accompanied.
- Outdated equipment was removed to lower sight lines (removed from bakery to provide open lines of sight the length of the bakery).
- Doors were removed from production areas (providing easy visual and physical access).
- Windows were installed in 5 doors to provide viewing into the room.

- 5S processes were implemented in production areas, removing clutter and stacks of boxes and pallets that were hard to see behind/over.
- On staff office was eliminated; staff are out on the production floor more often providing direct supervision to incarcerated workers.
- A tool crib room was built, which has open viewing for the entire area.

**CRCC Food Factory PREA improvements:**

Update the vulnerability assessments: Mirrors installed, decreasing vulnerability of PREA incident. 5S processes implemented in production areas (at the end of the burrito line) removing clutter and equipment not in use which was hard to see behind/over.

result of constructing a blast freezer.

that look into dry ingredient room and staging area can be checked.

Cam eras added a  
Carts and racks w

**CI PREA Goals for 2017:**

- CI will continue the 5S program so that all areas are organized, clean and open for viewing in hopes to prevent any trouble areas.
- CI will evaluate and look at modifying the staffing model for Airway Heights Food Factory to increase supervision on the 2<sup>nd</sup> shift.
- CI will continue to be diligent in our walk-arounds looking in rooms and being present at all times on the floor.
- CI will encourage staff to complete annual PREA in-service training.

The Community Corrections, Health Services, Offender Change and Offender Re-Entry Divisions 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.

## COMMUNITY CORRECTIONS DIVISION

The Community Corrections Division consists of field offices, community justice centers and outstations across the state of Washington with responsibility to supervise approximately 17,000 offenders in the community. Community Correction Officers (CCO) meet with offenders in field offices, at offenders’ homes, schools and places of employment. Offenders are offered evidence-based programs and cognitive behavioral interventions including Thinking for a Change, Chemical Dependency, domestic violence treatment, sex offender treatment and mental health treatment. Work Crews provide an opportunity for offenders to give back to the community by cleaning up litter and clearing public areas and is funded through state, county and municipal contracts. To assist offenders with transition, numerous community partnerships have been established, to include the Department of Veteran Affairs and local community colleges, some of which offer offenders GED preparation, Life Skills to Work, and Go2Work classes. Community Corrections partners with law enforcement and have outstations in many local police departments and tribal authorities.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	2	0	2
SSM	0	1	13	0	14
TOTAL	0	1	15	0	16

Data reveals that 15 out of 16 PREA allegations made in the Community Corrections Division (CCD) during this reporting period were unfounded. Presently, we are implementing a mechanism to hold individuals on supervision accountable for making false allegations against staff. CCD is continuing the work that started last year with PREA Coordinator Beth Schubach, Senior Assistant Attorney General Tim Lang, and the DOC Hearings Administrator to update policies and develop processes that will provide the same level of accountability for individuals under supervision in the community.

### CCD PREA Goals for 2017:

- Ensure all division staff are compliant with annual in service PREA training.
- Roll out process for follow up on false allegations and implementing supervision accountability.
- Designate a PREA Coordinator for each section within the divisions three regions.

## HEALTH SERVICES DIVISION

Health Services provides the constitutionally required level of medically necessary health care to the prison population at all prison sites. Services include emergency response, health care screening, treatment, medication, and continuity of care transition services.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	0	0	2	0	2
SSM	1	3	4	0	8
TOTAL	1	3	6	0	10

Health Services PREA-related goals for 2017 are:

- The Health Services units at CBCC and AHCC are on the Facility Capital Camera Project for installation of cameras in the main areas of the clinics. The camera upgrade project is a five-year plan; thus, installation dates are TBD by facility operations and the capital project managers.
- Health Services documentation with regard to PREA Audits: Specifically, improving accuracy and appropriateness of patient care documentation in medical records for PREA victims and perpetrators to substantiate that practices or procedures meet federal regulations and time frames. This may include developing forms or checklists that provide dates/times/clinician signatures but protects the confidentiality of Protected Health Information (PHI).
- Review Provider Protocols with regard to conducting patient assessments/procedures with a second clinician present when patients must disrobe for the assessment or procedure. [Nursing Protocol]
- Review infirmary or clinic porter practices and job placement to reduce staff complacency and subsequent 'scope creep' of porter tasks. Specifically, looking at the duration of porter assignments to the clinic/infirmary area (not to exceed 6 months), porter tasks that involve close association with other patients, porter access to confined areas of the clinic/infirmary, etc. This will be an ongoing assessment by clinic management at each facility.

## OFFENDER CHANGE DIVISION

The Offender Change Division is comprised of two primary organizational functions. The first is operational units and the second treatment/programming. Operations units include: headquarters classification, statewide transportation and extraditions, community hearings, civil commitment and quality assurance. Treatment/Programming units include: cognitive behavior change programs, substance abuse recovery unit, sex offender treatment and assessment, law enforcement notification, and education. Operations and programming are delivered statewide in prisons, community corrections and at DOC headquarters.

Staff-on-Offender Allegation	Substantiated	Unsubstantiated	Unfounded	Open	Total
SOM	0	0	0	0	0
SSH	1	0	1	0	2
SSM	1	1	5	0	7
TOTAL	2	1	6	0	9

In 2017, the Offender Change Division will take the following actions:

- SARU: the DOC's contracted vendor, Spectrum Health Services (SHS) will provide training specific to "maintaining professional boundaries with scenarios and a quiz." A portion on "offender manipulation with scenarios" will be incorporated into their annual ethics training.
- SARU: SHS will send a memo to all employees working with patients reminding them of the rules related to accepting gifts from offenders and common red flags to be observant of. Additionally, SHS was tasked with modifying their supervision strategy to include observing employees work spaces and monitoring one on one treatment appointments to ensure only current patients are being seen and to ensure one to one sessions occur only as clinically indicated per the ASAM level of care.
- The Sex Offender Treatment Program will institute quarterly refresher training on PREA reporting and confidentiality expectations. Additionally, the program will institute training with clinical staff related to the role of the clinician and the interplay of treatment needs specifically related to PREA subject matter and PREA policy.

## OFFENDER RE-ENTRY DIVISION

The Re-Entry Division is building a statewide approach to recidivism reduction including designing, implementing, and maintaining a continuum of care for all individuals transitioning from confinement into the community. The Re-Entry division maintains a growing unit dedicated to case management located in King, Pierce, and Spokane Counties, a statewide voucher program, and the Strength in Families program serving Southwest Washington.

In accordance with the Governor’s Executive Order 16-05, the agency is building “...a re-entry focused orientation program for every individual as she or he enters and exits a correctional facility. The orientation shall provide individuals information regarding the certificate of restoration of opportunity, restoration of voting rights, resources for individuals currently in an leaving the system, and crisis intervention. All people leaving a state prison facility...shall receive electronic and/or hard copies of necessary documents to include certificates of completion, medical information, voter registration forms, and other documents that assist in transition to the community. The DOC...shall also pilot technological solutions that improve safe and successful transition to the community.”

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

## 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.