

COMMUNITY CONFINEMENT FACILITIES



Auditor Information			
Auditor name: Gerald McCormac			
Address: PO Box 15561, Colorado Springs CO 80910			
Email: mccormacjer@gmail.com			
Telephone number: 267-679-2308			
Date of facility visit: April 5-7, 2016			
Facility Information			
Facility name: Garfield County Community Corrections			
Facility physical address: 0244 CR 333A Rifle CO 81650			
Facility mailing address: <i>(if different from above)</i>			
Facility telephone number: 970-625-0334			
The facility is:	<input type="checkbox"/> Federal	<input type="checkbox"/> State	<input checked="" type="checkbox"/> County
	<input type="checkbox"/> Military	<input type="checkbox"/> Municipal	<input type="checkbox"/> Private for profit
	<input type="checkbox"/> Private not for profit		
Facility type:	<input type="checkbox"/> Community treatment center	<input checked="" type="checkbox"/> Community-based confinement facility	<input type="checkbox"/> Other
	<input type="checkbox"/> Halfway house		
	<input type="checkbox"/> Alcohol or drug rehabilitation center		
Name of facility's Chief Executive Officer: Rodney Hollandsworth			
Number of staff assigned to the facility in the last 12 months: 15			
Designed facility capacity: 60			
Current population of facility: 41			
Facility security levels/inmate custody levels: Community			
Age range of the population: 18-65+			
Name of PREA Compliance Manager: n/a		Title:	
Email address:		Telephone number:	
Agency Information			
Name of agency: Garfield County Criminal Justice Services			
Governing authority or parent agency: <i>(if applicable)</i>			
Physical address: 0244 CR 333A Rifle CO 81650			
Mailing address: <i>(if different from above)</i>			
Telephone number: 970-625-0334			
Agency Chief Executive Officer			
Name: Rodney Hollandsworth		Title:	Director
Email address: rhollandsworth@garfield-county.com		Telephone number:	970-625-0334 x4401
Agency-Wide PREA Coordinator			
Name: Aaron Gilliam		Title:	Security Supervisor
Email address: agilliam@garfield-county.com		Telephone number:	970-625-0334 x4403

AUDIT FINDINGS

NARRATIVE

On April 5, 2016, the onsite portion of the PREA audit was conducted at Garfield County Criminal Justice Services' (CJSD) Community Corrections center. GCCJS operates 60 bed co-ed program offering a myriad of programs and services for residents, most of whom are under supervision of the court systems, the Colorado Department of Corrections, and/or are currently under supervision of probation/parole department(s). Males and females are housed separately.

The PREA audit notice was posted by the Garfield County Criminal Justice Services staff on February 22, 2016; six weeks prior to the onsite audit. No communication or correspondence from Garfield County Criminal Justice Services community corrections residents, staff, visitors, or other third party individuals were received by this auditor related to the Garfield County Criminal Justice Services community corrections program and their PREA audit.

The onsite audit commenced shortly after 9:00 am on April 5, 2016. Following a brief entrance meeting, in which the expected audit schedule and format was discussed, a tour of the Garfield County Criminal Justice Services community corrections program was conducted. The tour of the Garfield County Criminal Justice Services physical plants housing the male and female clients was conducted in accordance with the PREA audit compliance tool, "Instruction for PREA Audit Tour", with emphasis on resident living quarters, resident shower and bathroom areas, intake area, cafeteria, kitchen, laundry room, recreational area, and other resident accessible areas as it relates to staff's ability to monitor, supervise and otherwise detect, prevent, and deter incidents of sexual assault and sexual harassment within the Garfield County Criminal Justice Services community corrections program. The community corrections program has actively worked to minimize, if not eliminate, potential blind spots utilizing multiple tools to enhance Garfield County Criminal Justice Services' Community Corrections center staff's ability to prevent, detect, and deter incidents of sexual abuse and sexual harassment within the Garfield County Criminal Justice Services Community Corrections program. Upon conclusion of the program tour, random staff and resident interviews commenced.

Random and specialized staff interviews were conducted using the format and protocols for community confinement centers available on the National PREA Resource Center's website. The interviews conducted included staff from all job classifications as well as encompassing staff from all shifts. Additionally, random interviews were conducted with the various resident populations served through the Garfield County Criminal Justice Services' Community Correction's program. All resident interviews followed the interview protocols for community confinement centers available on the PREA resource center website.

Prior to the onsite audit, and as part of the post audit review, supporting documentation provided by the Garfield County Criminal Justice Services were thoroughly reviewed. These items included: Garfield County CJSD Organizational Chart; Garfield County Criminal Justice Services' Community Corrections center PREA Advisements; Professional Standards of Conduct; Client Intake packets; Client Handbooks; MOUs with local community entities and supportive services (as will be noted and named throughout this report); Garfield County Criminal Justice Services' Community Corrections center training curriculum and materials; Garfield County Criminal Justice Services' Community Corrections center employee personnel files (background checks and training records); PREA assessments; pre-audit questionnaire; Garfield County Human Resources Policies and Procedures Manual; Garfield County Criminal Justice Services policies (as will be identified and referenced throughout this report), and other documentation to be referred to in the remainder of this audit report.

FACILITY CHARACTERISTICS

Garfield County Criminal Justice Services is located at 0224 County Route 333A in Rifle, Colorado. The Garfield County Criminal Justice Services Community Corrections program operates one co-ed program which is housed separately in the same building. With main reception, and the security office, centrally located in the facility, the GCCJS staff have unobstructed viewing of both residential living areas. The administrative and class room areas are to the rear of the security office and also under direct observation of GCCJS staff.

Garfield County Criminal Justice Services provides residents with adequate privacy when showering, changing, or using the lavatory. The Garfield County Criminal Justice Services Community Corrections program is currently equipped with three DVR recording video footage from 31 cameras and 3 convex mirrors strategically placed so as to actively reduce blind spots and assist staff in detecting, deterring and preventing sexual abuse and sexual harassment.

SUMMARY OF AUDIT FINDINGS

Garfield County Criminal Justice Services had received one PREA related allegations in the 12 months prior to the onsite audit.

The Garfield County Criminal Justice Services staff have actively worked to achieve compliance with the PREA standards. There are PREA posters posted throughout the facility which contain toll free telephone numbers and addresses for PREA reporting, information related to emotional supportive services available to Garfield County Criminal Justice Services' Community Corrections center residents, and the facility's zero tolerance policies on sexual abuse and sexual harassment. This information is also available through a variety of printed materials (Resident Handbook, PREA advisement, and PREA informational pamphlet). Garfield County Criminal Justice Services resident's, in addition to having access to payphones within their respective housing areas. Posted throughout the housing units are toll free telephone numbers and other contact information for external reporting of client concerns. During the onsite audit the auditor was able to confirm contact with the posted tip lines from the residential payphones.

As conveyed during the random resident interviews, residents of Garfield County Criminal Justice Services were each provided with the facility's resident handbook, PREA pamphlet, Garfield County Criminal Justice Services' Community Corrections center PREA advisement and have all received screenings related to assessment of the individuals' potential for victimization and/or abusiveness during the intake process. Residents also relayed that staff "knock and announce" their presence whenever entering a resident's housing area and when entering the bathroom/shower area. Garfield County Criminal Justice Services residents were generally aware of the process for reporting PREA related concerns and were also generally aware of community resources available to them.

The Garfield County Criminal Justice Services staff also actively work to implement a safe, secure environment for residents and staff alike. The staff, for the most part, were generally aware of their responsibilities to create a zero tolerance environment, reporting responsibilities, and first responder duties as was conveyed to this auditor during the staff interviews. Staff were also able to confirm receipt of PREA related trainings during their orientation and recent PREA refresher training(s).

A thorough review was performed of the supporting documentation provided by the Garfield County Criminal Justice Services Community Corrections program. The results of this review, along with the information gathered from the tour as well as the interviews, were used to generate this report. Noted

throughout this report will be references to the documentation used to support the determinations of compliance, non-compliance, or non-applicable. Overall, the audit findings for the Garfield County Criminal Justice Services Community Corrections program are as follows:

Number of standards exceeded: 0

Number of standards met: 36

Number of standards not met: 0

Number of standards not applicable: 3

115.211- Zero tolerance of sexual abuse and sexual harassment; PREA coordinator

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services (GCCJS) has developed and implemented written policies mandating zero tolerance in accordance with the expectations set forth in §115.211. During the audit process, the GCCJS PREA policy was amended to:

- Ensure application of the policy for all individuals having access to the Garfield County Community Corrections client population
- Confirming the scope of the prohibited acts described in the in the GCCJS PREA policy mirrored the same scope as required under §115.211(a).

The resulting PREA policy, as well as those to be referenced throughout this report, outline the agency’s approach to preventing, detecting, and responding to incidents and/or allegations of such barred conduct. The GCCJS PREA policy, containing all required elements of this aspect of the PREA standards, has been circulated to at Garfield County Community Corrections staff.

Garfield County Criminal Justice Services has also established a PREA Coordinator position to oversee the department’s efforts to implement policies, practices and procedures consistent with the department’s expectations and as required by the national PREA standards. The Garfield County Criminal Justice Services’ Organizational Chart confirms the PREA coordinator position as an upper level position with sufficient authority and empowerment to accomplish the departments objectives.

The Garfield County Community Corrections Center has met the requirements for this standard.

Policies Referenced: PREA Policy

§115.212 - Contracting with other entities for the confinement of residents

This section does not apply to the Garfield County Criminal Justice Services. G.C.C.J.S. does not sub-contract with other entities to house offenders.

§115.213 - Supervision and Monitoring

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services has created a Staffing Plan specific to the Garfield County Community Corrections Center. The Garfield County Criminal Justice Services staffing plan utilizes staffing levels (based on full complement of staffing positions filled) and video surveillance equipment in their efforts to protect residents from sexual abuse. In calculating the adequacy of staffing levels at the Garfield County Criminal Justice Services, the staffing plan addresses all four required components of §115.213(a) (1-4) and was developed utilizing input from both the Garfield County Criminal Justice Services management staff and the Garfield County Criminal Justice Services PREA coordinator.

The Garfield County Criminal Justice Services provided both the facility's initial staffing plan and their annual review. Annual review of the staff plan contained and addressed each of the required elements as identified via §115.213(c). Year to date, Garfield County Criminal Justice Services has not deviated from the staffing plan identified.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.215 - Limits to cross-gender viewing and searches

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) prohibits staff from performing cross gender strip searches unless in exigent circumstances. While not specifically prohibited through policy, the practice of cross gender visual body cavity searches does not occur at GCCJS' community corrections center; however, in order for staff to perform such a strip search, the staff member is required to gain management approval prior to performing said type of search. As was recommended, Garfield County Criminal Justice Services revised their policies so as to speak to both cavity searches as well as specifically stating employees are prohibited from performing a search of a resident in order to determine their genital status. During the corrective action period, these recommendations were incorporated into the agency's PREA policy.

Staff are formally trained in transgender and intersex resident pat down searches and procedures and Garfield County Criminal Justice Services also identifies a mechanism by which performance of a pat search on a transgender or intersex individual will be established with input from the individual clients as required by §115.242.

All searches performed are documented in the facility's computer software program per contractual requirements. All employees are provided trainings on the performance of pat down searches, strip searches, and searches of transgender and intersex residents in a professional, respectful, and the least intrusive manner possible while not compromising the safety and security of the facility.

Garfield County Criminal Justice Services has developed and implemented practices which require staff members of the opposite gender to knock and announce their presence when entering an area where residents are likely to be changing, showering, or performing bodily functions. This is also specifically identified in Garfield County Criminal Justice Services policy.

The current placement of the cameras combined with the program's operational procedures do not allow for cross gender staff viewing of residents while showering, changing, or performing any other bodily functions and afford clients a reasonable amount of privacy.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.216 - Residents with disabilities and residents who are limited English proficient

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services, has established an MOU with the Spring Institute for Intercultural Learning, in order to establish a method and mechanism by which their residents have access to interpreters who can impartially, accurately, and effectively communicate via sign language and with limited English proficient individuals in many languages to include rare and exotic languages spoken

in Asia, Africa, Middle East, Eastern and Western Europe. In that regard, Garfield County Criminal Justice Services has demonstrated compliance with the requirements of this standard via their ability to secure said written agreement with the Springs Institute.

Additional auxiliary aids can also be arranged through the Garfield County Criminal Justice Services staff if needed. Garfield County Criminal Justice Services does not utilize resident interpreters, confirmed via resident and staff interviews, and this is a practice that is prohibited by the Garfield County Criminal Justice Services PREA policy(policies), referenced below, unless delays in communicating with an individual would present immediate danger to the individual's safety, compromise the performance of first responder duties, or the investigation of PREA allegations.

Garfield County Criminal Justice Services' client educational materials are provided in formats and through methods that ensure effective communication with residents with disabilities, including intellectual disabilities, limited reading skills, or who are blind or have low vision. As a result, all the PREA educational and informational materials are published in English and Spanish (resident training video, Garfield County Criminal Justice Services PREA pamphlet, Garfield County Criminal Justice Services Resident PREA Advisement). Garfield County Criminal Justice Services, is hopeful it will have the ability to provide translated materials in other languages (if needed) through their agreement with the Springs Institute once established.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.217 - Hiring and Promotion Decisions

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) outlines the process and expectations on the performance of background checks for all employees prior to being hired. This policy also speaks to background checks being performed for contractors and volunteers having contact with Garfield County Criminal Justice Services and identifies the expectation to perform background checks every five years for staff, contractors and interns having access to the client populations.

In both policy and practice, Garfield County Criminal Justice Services does not hire or promote anyone who may have contact with residents who may have questionable characteristics, morals, etc., The Garfield County Criminal Justice Services policy speaks to the disqualification of candidates or employees who have engaged in any of the activities notated in §115.217(a) (1-3). Furthermore, Garfield County Criminal Justice Services also employs the use of various hiring practices in order assess and quantify the integrity of those in their employ.

Garfield County Criminal Justice Services appears to be in accordance with governing federal, state, and local laws, engage in the exchange of information, as it relates to substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse, between agencies for both potential employees and former employees respectively; however, though not pertaining to this particular standard, a review of Garfield County Human Resources Policies and Procedures Manual will need to be performed to ensure all required elements of §115.276 and §115.277 appear in policies and procedures mandating and governing expected Garfield County Criminal Justice Services staff actions.

Finally, with regards to the requirements of §115.217(f)-(h), Garfield County Criminal Justice Services incorporated a mechanism to capture staff's continuing duty to disclose all incidents as part of the annual employee evaluation process as is required and described in §115.217(a)-(h). This is now done annually in addition to any continuity duty to disclose signed by staff upon being hired.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy and Garfield County HR Policies/Procedures

§115.218 - Upgrades to facilities and technologies

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

§115.218(a) is not necessarily applicable to the Garfield County Criminal Justice Services facility as there has not been any substantial expansion to the facility nor acquisition of a new facility; however, Garfield County Criminal Justice Services has taken efforts to upgrade their technology.

As evidenced in the Garfield County Criminal Justice Services staffing plan and through the information acquired through the on-site staff interviews, Garfield County Criminal Justice Services is actively attempting to eliminate blind spots in the facility utilizing the strategic placement of the facility's cameras, mirrors, and staff monitoring.

The placement of cameras as well as upgrades to the surveillance equipment is factored into the purchase, installation and placement of additional equipment and resources to aid staff in their efforts to detect, deter, and prevent incidents of sexual abuse and/or sexual harassment. The use and usefulness of surveillance monitoring equipment and other auxiliary tools are also considered in the Garfield County Criminal Justice Services' annual PREA staffing plan review.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.221 - Evidence protocol and forensic medical examinations

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services is responsible for conducting Administrative Investigations of sexual abuse. Sexual abuse investigations that do not appear to be criminal in nature are conducted by Garfield County Criminal Justice Services management staff who were selected and trained in accordance with §115.234. Documentation of said training was provided for these staff members.

Criminal investigations would be conducted by the Garfield County Sheriff’s Office (GCSO). Garfield County Criminal Justice Services and GCSO have established a memorandum of understanding consistent with §115.221(f) and reflective of adherence to a uniform evidence protocol adapted from the “United States Department of Justice’s Office on Violence Against Women publication, ‘A National Protocol for Sexual Assault Medical Forensic Examinations’ Adult/Adolescents’, or a similar protocol” when investigating alleged incidents of sexual abuse involving Garfield County Criminal Justice Services resident victims.

Garfield County Criminal Justice Services has entered into a MOU with the Western Slope Center for Children in order to provide Garfield County Criminal Justice Services resident victims with access to Sexual Assault Forensic Examiners and Sexual Assault Nurse Examiners 24 hours a day and seven days a week without financial cost to the resident victim. In said MOU, Garfield County Criminal Justice Services residents would be taken to a local hospital (Grand River Health Medical Clinic) in the event that they are involved in an incident of sexual assault. The Western Slope Center for Children has agreed to provide a Sexual Abuse Nurse Examiner or Sexual Abuse Forensic Examiner per the established MOU. The Western Slope Center for Children has SAFEs/SANes available 24 hours a day to provide medical and forensic response to victims of sexual assault and follow a uniform evidence protocol that maximizes the potential for obtaining usable evidence consistent with the requirements of §115.221(b) and are identified in the Colorado’s Coalition Against Sexual Assault’s medical forensic/sexual assault nurse examiner’s program listing.

Garfield County Criminal Justice Services is also actively pursuing entering into an MOU with the Advocate Safehouse Project to provide resident victims with a variety of services to include: support through the forensic exam and investigatory interview process; crisis intervention; emotional support; follow-up services; mental health services; and referrals to other community agencies as needed.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA policy

§115.222 - Policies to ensure referrals of allegations for investigations

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services has created policies (referenced below) and implemented practices to ensure all allegations of sexual abuse and/or sexual harassment are promptly investigated, documented, and completed pursuant to the requirements set forth in national PREA standards. The agency’s policies speaking to the handling of investigations are posted on the Garfield County Criminal Justice Services website.

<http://www.garfield-county.com/criminal-justice/prea.aspx>.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.231 - Employee Training

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As revealed following a review of Garfield County Criminal Justice Services policies and procedures manual, employee training documentation and materials pursuant to §115.231, Garfield County Criminal Justice Services Community Corrections staff were provided training on the identified required elements

of the §115.231(a) (1-10). During the audit process, Garfield County Criminal Justice Services was provided with the employee training power point developed by the Colorado Department of Corrections titled "Colorado Community Corrections PREA: Prison Rape Elimination Act 2003" and added material specific to GCCJS procedures and/or expectations. With these revisions/amendments developed and implemented during the audit process, the GCCJS employee training curriculum adheres to all ten training topics identified in §115.231(a). Confirmation of said training being provided to all GCCJS staff was forwarded to this auditor and retained with this program's audit records.

Garfield County Criminal Justice Services houses both male and female offenders and all staff have been trained using the curriculum which covers search procedures for clients to include universal pat search techniques and specialized pat search procedures for transgendered and/or intersex clients.

Staff members interviewed during the onsite portion of the PREA audit confirmed the receipt of PREA related trainings and the routine reviews of the Garfield County Criminal Justice Services PREA materials, expectations, and processes during recent staff meetings. All staff were found to be very aware of their respective duties as it relates to prevention, detection, deterring and reporting sexual abuse and sexual harassment.

Garfield County Community Corrections Center has met the requirements for the standard.

Policies Referenced: PREA Policy

§115.232 - Volunteer and Contractor Training

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services has developed a multi-tiered level of training and education for visitors, interns, and contractors wishing to have access to their client population. Garfield County Criminal Justice Services provides notification to all visitors of their zero tolerance policies related to sexual abuse, sexual harassment, and sexual misconduct. For those individuals having heightened access to the facility, to include access to the client population, these individuals are provided an individualized acknowledgement sheet outlining both the agency's zero tolerance policy on sexual abuse and sexual harassment but also on their duties and obligations to report such conduct.

For individuals falling into this second category, in addition to the materials currently provided, it was recommended that this group also receive information about their limited duties as potential first

responders to the extent that §115.264(b) is applicable to non-security personnel. Confirmation of receipt of the updated and revised materials by individuals in this category was forwarded to the auditor for review and audit record retention.

During the audit process, these informational acknowledgment sheets, which form the basis for the training of contractors/volunteers/interns/etc., were revised so as to better capture and mirror the verbiage, intent, and spirit of the national PREA standards. The revised orientation materials for those contractors/volunteers/interns in the second tier were disseminated to Garfield County Community Corrections Center volunteers and contractors. Documentation of acknowledgement of the receipt of the amended materials by the volunteers and contractors was provided by the Garfield County Community Corrections Center. During the audit process, the GCCJS PREA was revised to better reflect the requirements set forth via §115.232.

Garfield County Community Corrections Center has met the requirements for the standard.

Policies Referenced: PREA Policy

§115.233 - Resident Education

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Upon intake, as was confirmed in a review of the facility's supporting documentation and as was communicated through the Garfield County Community Correction Center resident interview process, all residents receive information educating them on: the agency's zero-tolerance policy regarding sexual abuse and sexual harassment; how to report incidents or suspicions of sexual abuse and sexual harassment; their right to be free from retaliation for reporting such incidents; and, the agency policies and procedures for responding to such incidents. This information is provided to all residents upon their intake via a PREA pamphlet, PREA advisement, and through a short PREA video all residents watch as part of the intake process.

GCCJS, as noted previously in the auditor's summary for §115.216, has established a MOU with the Spring Institute for Intercultural Learning, in order to provide their clients/staff with access to interpreters who can impartially, accurately, and effectively communicate via sign language and with limited English proficient individuals.

Additional auxiliary aids can also be arranged through the Garfield County Criminal Justice Services staff. All PREA educational and informational materials are available to GCCJS Community Correction residents in both English and Spanish; the two most common languages spoken amongst the Garfield County Criminal Justice Services resident population.

The translated educational and informational materials include: PREA related orientation videos, PREA Advisement, and the Garfield County Criminal Justice Services PREA pamphlets. The material is provided to all Garfield County Criminal Justice Services residents immediately upon intake and also reviewed with each resident in an individualized setting within the first few days of the resident's admission in the program to ensure all the resident's questions and/or concerns are addressed.

Garfield County Criminal Justice Services, as a result of the audit process, provides all clients with the PREA related grievance procedures via an acknowledgement and through the posting of this grievance process in the client's respective dayrooms. The same is true for the following client rights/protections afforded via the PREA standards. These items being:

- Process by which clients can access the telephone for PREA related calls and/or explanation of the PREA phone expectations.
- The ability for and process by which transgendered and intersex clients can have access to individualized showers.
- The extent to which communication with external entities may be monitored.

With notification to all existing clients and development of procedures to ensure all incoming clients are aware of the PREA grievance process, individualized showers accommodations, telephone access/expectations, and the extent to which communication may be monitored Garfield County Criminal Justice Services meets all aspects of the §115.233.

Garfield County Community Corrections Center has met the requirements for the standard.

Policy Referenced: PREA Policy

§115.234 - Specialized training: Investigations

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services selected and trained upper level staff members who will be tasked with conducting administrative PREA investigations. These employees attended a training focused on the handling of investigations of sexual abuse allegations in confined settings. A review of the curriculum confirms all required training topics, as identified in §115.234, are covered as part of said training. Employee training records include documentation of the selected staff members responsible for conducting administrative investigations attendance and successful completion of said training.

Garfield County Criminal Justice Services staff do not conduct criminal investigations but rather refer

sexual abuse and sexual harassment allegations appearing to be of possible criminal nature to the county Sheriff's Department for criminal investigation in accordance with and pursuant to the collective requirements set forth in §115.221, §115.222, and §115.271 respectively.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.235 - Specialized training: Medical and mental health care

As Garfield County Criminal Justice Services' organizational chart does not include a position which would qualify as either a medical or mental health position who works "regularly" within the community corrections facility, this standard would not apply to GCCJS.

If such a position is added to the program staffing pattern and/or program services were expanded to include such, these individuals would need to be scheduled for training specific to the requirements set forth in §115.235(a) in order to demonstrate compliance with this standard; however, at this time, this standard would not apply to the GCCJS' community corrections program.

§115.241 - Screening for Risk of Victimization and Abusiveness

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As noted previously, the Garfield County Criminal Justice Services PREA policy was revised and amended during the audit process to ensure proper reflection and adherence to the PREA standards. The resulting policy ensures the Garfield County Criminal Community Corrections Center residents are assessed at identified placement milestones in order to determine their risk levels for possible victimization and/or possibility of abusiveness. These assessment milestones are:

- Within 72-hours of the client's admission,
- Within 30 days of their admission;
- Upon receipt of new information;
- Upon receipt of an allegation involving the resident (alleged victim and/or alleged abuser).

- Upon transfer to another facility (unsuccessful discharge).

All assessments are performed utilizing an objective screening instrument, encompassing all ten criteria identified in §115.241(d) and documented in the resident’s electronic case file. A review of randomly selected completed risk assessments during the onsite audit revealed some concerns in the performance of these assessments; however, the performance of the risk assessments was re-sampled for review following the retraining of Garfield County Community Corrections staff and post policy revision and circulation.

As a result, the client assessments were performed within the appropriate timeframes required by §115.241 at better than 80% compliance. As directed through Garfield County Criminal Justice Services PREA policy, as required in standard 115.241(i), agency staff are required to maintain confidentiality with regards to information obtained as a result of the risk assessment. Furthermore, this policy provides staff with information/direction on the timeframes/situations for conducting such assessments, how to use the information acquired, the confidential nature of client information, and the manner in which the information gathered should be securely stored in the client’s case files.

Staff are further instructed, per Garfield County Criminal Justice Services PREA policy, not to discipline residents who fail to disclose complete information or for refusing to answer.

Garfield County Community Corrections Center has met the requirements for the standard.

Policies Referenced: PREA Policy

§115.242 - Use of Screening Information

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policies (referenced below), collectively, speak directly to the standard requirements set forth by §115.241(a-f). In the review of documentation, and as relayed by staff during the onsite random staff interviews, information acquired by Garfield County Criminal Justice Services staff during the clients’ assessments (to include but not limited to the assessments performed pursuant to §115.241) are used to help management staff determine the most appropriate housing assignment and to allow for residents at greater risk of victimization to be housed in closer proximity to posted staff positions or in housing units which have a greater visual prominence on the video surveillance monitors.

As noted above in §115.241, the electronic software program utilized by the Garfield County Criminal

Justice Services staff, and containing each resident's electronic case file, is equipped with mechanisms to either limit each permitted user's scope of informational access or expand the user's scope of informational access dependent upon individual needs related to the performance of expected duties. For instance, to ensure resident safety pursuant to §115.242 and §115.262, the resident's electronic case file information is available to staff who would need such information to make an immediate and appropriate housing assignment change. Staff are also held to strict ethical standards governing client confidentiality and the appropriate use of client information.

Garfield County Criminal Justice Services center has the ability to accommodate individualized showers for their transgender and/or intersex residents and provide each resident; however, moving forward, the GCCJS PREA related pamphlet provided to new residents upon intake should include information pertaining to the facility's ability to provide individualized shower accommodations if needed.

Finally, within the scope of their authority as conveyed via the staff interview process, the Garfield County Criminal Justice Services staff consider the safety and health of a transgender or intersex individual in the determination of housing placement. Garfield County Criminal Justice Services staff employs due diligence in the determination of which room (or bed) the individual is placed. It is recommended Garfield County Criminal Justice Services continue to utilize the information gathered during the assessment process and document the manner and times this information is used in housing or program assignments.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.251 - Resident Reporting

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The Garfield County Criminal Justice Services staff informs and provides residents with multiple channels for reporting sexual abuse and sexual harassment, retaliation and other PREA related violations. All residents are provided contact information for the Colorado Department of Corrections toll free Tip Line (1-877-DOC-TIPS), contact information for rape crisis counseling through the victim advocacy organization with whom Garfield County Criminal Justice Services has an MOU to provide a myriad of victim advocacy and crisis intervention services.

The Colorado Department of Corrections has provided to vendors contracted to provide services to offender under their purview, a 24-7 tip line and clients are provided with myriad of local community organizations to provide services ranging from substance abuse treatment to domestic violence resources. Clients have access to telephones which can contact any of the aforementioned external

entities. In addition to these resources, Garfield County Criminal Justice Services residents are also encouraged to contact local law enforcement, their assigned parole officer, DOC liaison, and/or any staff member.

This information is available in written format for all residents to retain during their placement at the Garfield County Criminal Justice Services facility and is also posted throughout the facility and is available in English and Spanish. Garfield County Criminal Justice Services has established a mechanism in which this information can be translated into several other languages should the need arise. Garfield County Criminal Justice Services accepts all reports of sexual abuse and/or sexual harassment to include anonymous and third party reporting, without weighted differentials for verbal or written reports.

Finally, as is required by §115.253(d), Garfield County Criminal Justice Services has established several mechanisms for staff to utilize in reporting PREA related concerns privately through the Colorado Department of Corrections.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.252 - Exhaustion of Administrative Remedies

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policies (referenced below) mirrors the requirements, time frames and thresholds set forth in §115.252. As was noted in the audit narrative for §115.233 of this report, the Garfield County Community Corrections clients are now formally advised and informed of the PREA specific grievance procedures through several written formats readily accessible to the client population. Garfield County Community Corrections staff provided confirmation of receipt of this information by community correction clients for auditor review and audit record retention. This information is also posted in the client dayrooms.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.253 Resident Access to Outside Confidential Supportive Services

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As previously noted, Garfield County Criminal Justice Services has entered into a MOU with the Advocate Safehouse Project and the Western Slope Center for Children to provide emotional supportive and mental health services to residents of their program. This MOU also covers rape crisis advocacy; hospital accompaniment; support and accompaniment of the victim through the forensic examination process and the investigatory process; crisis intervention services, referrals for follow-up services and/or additional community resources as needed.

The contact information for these entities is provide to the Garfield County Criminal Justice Services clients via intake paperwork, facility postings, and PREA pamphlets/advisements provided to all residents at intake. A signed acknowledgment of the resident's receipt of the PREA information received during the intake process is retained in the resident's case file and, additionally, the clients are provided with similar information to retain on their person for future reference (if needed).

Speaking specifically to the standard's requirement that the facility "enable reasonable communication between residents and these organizations in as confidential a manner as possible", Garfield County Criminal Justice Services residents, are permitted movement from the center and therefore are afforded access to a plethora of community resources outside the facility. The telephones provided by the Garfield County Criminal Justice Services facility can make out going toll free phone calls. In addition to the facility provided phones, some clients are afforded personal cell phones which accompany these residents on their approved movement away from the center.

Additionally, Garfield County Criminal Justice Services staff inform residents the extent to which their communication with community resources will be monitored and which information will be sought in communication with these external entities via the completion of a release of information form.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.254 – Third Party Reporting

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Pursuant to the requirements set forth through §115.254(a), Garfield County Criminal Justice Services has publically distributed the methods through which incidents of sexual abuse and/or sexual harassment can be reported. This information appears on the Garfield County Criminal Justice Services website: <http://www.garfield-county.com/criminal-justice/prea.aspx>

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.261 - Staff and Agency Reporting Duties

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

In review of Garfield County Criminal Justice Services policies (referenced below) as well as the supporting documentation submitted throughout the audit process, the directives set forth in these documents accurately capture all of the requirements of the §115.261(a-e). Speaking specifically to the requirement of §115.261(a), Garfield County Criminal Justice Services specifically articulates that neither the location of an alleged incident nor the time period in which it is alleged to have occurred will impact the Garfield County Criminal Justice Services staff’s responsibility/obligation to report the allegation in accordance with the Garfield County Criminal Justice Services coordinated response and the PREA

standards. Additionally, the policy references CRS 19-3-304 and instructs staff on their duties as mandated reporters within the State of Colorado as per §115.261(e).

Garfield County Criminal Justice Services policies, overall, accurately capture the remaining components of the standard in Garfield County Criminal Justice Services has placed sufficient levels of control on communication of information received by Garfield County Criminal Justice Services employees consistent with the requirements of §115.263(b) and dictates the staff reporting expectations consistent with §115.261(c) and (d) respectively.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.262 - Agency Protection Duties

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Through information acquired during the staff interviews, Garfield County Criminal Justice Services staff have mechanisms in place to immediately ensure the resident's safety. The Garfield County Criminal Justice Services PREA Policy Statements fully articulate how staff will accomplish compliance with this standard and ensure protection of the resident from imminent harm. Additionally, staff members have been empowered to make immediate, temporary, housing decisions in order to protect the safety of the Garfield County Criminal Justice Services clients with prompt notification to on-call administrators for follow-up and/or additional actions.

Staff members interviewed were familiar with the expected:

- Their duties as first responders
- Management responsibilities for the coordination of external parties with whom Garfield County Criminal Justice Services has a MOU
- Consideration of resident safety in the facilitation of their respective job duties

In that regard, Garfield County Criminal Justice Services has the ability to transfer residents to additional housing units within the Garfield County Criminal Justice Services facility in order to be closer to the posted security staff.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.263 - Reporting to Other Confinement Facilities

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) outlines the agency’s expectation for communication of information pertaining to allegations of sexual abuse which occurred at another confinement facility to the head of said institution/agency/facility. The policy statement specifies which Garfield County Criminal Justice Services staff member will make notification to the facility head of the institution at which the sexual abuse/sexual harassment is alleged to have occurred. Garfield County Criminal Justice Services policy clearly identifies the 72-hour time frame mandated by §115.263(b)

Garfield County Criminal Justice Services Policy Statement (referenced below) outlines the expectation that notification is to be formally documented as required in §115.263(C).

In the 12 months prior to this audit, Garfield County Criminal Justice Services has not received information nor allegation requiring notification to another confinement facility.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.264 - Staff First Responder Duties

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services Policy Statement(s) (referenced below) and the Garfield County Criminal Justice Services coordinated response plan covers many, but not all the requirements in §115.264(a) (1-4) (b). Developed with the overall intent of preserving any evidence and protecting the crime scene and exceeding the requirements of the standard with regards to ensuring all staff are trained in first responder duties, the first responder duties are fully articulated with appropriately emphasis placed upon preserving obtainable usable physical evidence immediately following a sexual abuse incident. Specifically, the following were incorporated into Garfield County Criminal Justice Services' policies and procedures as a result of the audit process:

- Victim: In addition to separating and protecting the alleged victim, staff should instruct said victim to refrain from taking any actions that could destroy evidence (washing, brushing teeth, changing clothes, etc.).
- Abuser: Policy should reflect staff's obligation to separate the alleged abuser and requesting of this individual to refrain from taking any actions that could destroy evidence.

It was also recommended, Garfield County Criminal Justice Services policies speak to the limitation of non-first responder trained staff members who may be the first to encounter a sexual abuse incident and/or crime scene. To that point, verbiage was added to the policies covering first responder duties consistent with the intent of this §115.264(b).

The Garfield County Criminal Justice Services PREA policy statements and the Garfield County Criminal Justice Services written coordinated response as part of their policies and procedures now fully encompass the requirements of §115.264(a) (1-4) as noted above and, as will be described in §115.265.

Year to date, Garfield County Criminal Justice Services has not had any incidents requiring a first responder response.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.265 - Coordinated Response

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services has outlined, in their Policies and Procedures manual, the expected staff actions taken in response to an incident of sexual abuse if client on client. Garfield County Criminal Justice Services coordinated response plan is specific to the Garfield County Criminal Justice Services facility, as Garfield County Criminal Justice Services operates only one community corrections facility.

The coordinated plan, per §115.265(a), identifies the expected actions between first responders, facility management staff and external parties such as those with whom Garfield County Criminal Justice Services has MOUs to provide services for Garfield County Criminal Justice Services clients who are the victim of sexual abuse. The current expected agency response now speaks to the above noted elements identified within the narrative for §115.264 and also articulates the expected duties/responsibilities of the external agencies. These external parties include, but are not limited to: law enforcement entities; victim advocacy services, and SAFE/SANE services.

Garfield County Community Corrections Center has met the requirements for the standard.

Policies Referenced: PREA Policy

§115.266 Preservation of Ability to Protect Residents from Contact With Abusers

Garfield County Criminal Justice Services employees, including those employed at their community corrections facility, are not unionized and no collective bargaining agreement exists. As such, there is nothing prohibiting the management staff of the Garfield County Criminal Justice Services from removing any alleged staff abusers from contact with any residents.

§115.267 - Agency Protection Against Retaliation

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) has established multiple mechanisms to protect all residents and staff who report sexual abuse or sexual harassment or cooperate with sexual abuse and/or sexual harassment investigations from retaliation by other residents or staff. Garfield County Criminal Justice Services policy specifically identifies which staff member(s)/department(s) are responsible for monitoring of both residents and non-resident persons following the receipt of an allegation of sexual abuse and/or sexual harassment.

Per Garfield County Criminal Justice Services policy (referenced below), retaliation monitoring would be conducted on the alleged victim, the alleged perpetrator, and/or witnesses to the incident and those expressing fear of retaliation. Monitoring would occur for at least 90 days following a report and facilities can extend the monitoring period if circumstances and/or evidence suggest otherwise. Finally, monitoring, per policy and per §115.267(f) would terminate if the allegation was determined to be unfounded or if the resident is released from supervision prior to the expiration of the ninety-day monitoring period.

Garfield County Criminal Justice Services has had one incident requiring the performance of retaliation monitoring and provided documentation confirming the performance of retaliation monitoring for said incident.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policy Referenced: PREA Policy

§115.271 - Criminal and Administrative Investigations

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As outlined in Garfield County Criminal Justice Services Policy Statement (referenced below), Garfield County Criminal Justice Services has established policies for investigating allegations. Garfield County Criminal Justice Services staff do not conduct criminal investigations; rather, these are forwarded to local law enforcement entity responsible for conducting such investigations. As noted in §115.221, Garfield County Criminal Justice Services has requested of the Garfield County Sheriff’s Office they remain in compliance with the national PREA standards when investigating an incident of sexual abuse of one of their clients.

In the 12 months prior to this audit, Garfield County Criminal Justice Services received no reports or allegations of sexual abuse.

Garfield County Criminal Justice Services staff are responsible for conducting administrative investigations of sexual abuse and/or sexual harassment involving Garfield County Criminal Justice Services residents. In addition to the sexual abuse training received, administrative investigations are also driven and governed by Garfield County Criminal Justice Services investigative policies. Incorporated into this policy is an overview of the responsibilities of external agencies when conducting a PREA related investigation within their facility and/or when involving their clientele.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.272 Evidentiary Standard for Administrative Investigations

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services has had one reported incident involving sexual harassment or sexual abuse in the 12 months prior to this audit. This incident was fully investigated and the investigatory findings were documented.

Garfield County Criminal Justice Services policy (referenced below) is consistent with the intent, expectations and spirit of §115.272. Garfield County Criminal Justice Services utilizes the “preponderance of the evidence” as the standard in determining whether allegations of sexual abuse and/or sexual harassment are substantiated, unsubstantiated, or unfounded.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policies Referenced: PREA Policy

§115.273 - Reporting to Residents

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) outlines the expectation that resident victims of sexual abuse suffered in an agency facility will be informed of the outcome of an investigation into an allegation. As a result of the audit process, the Garfield County Criminal Justice Services PREA policy now accurately captures all four notification thresholds pursuant to 115.273(c). Those notification thresholds are:

- Employee removed from post/position (possibly pending investigation)
- Employee no longer employed with the company
- Garfield County Criminal Justice Services learns the staff member was indicted/charged with an offense related to sexual abuse within the facility, and
- Garfield County Criminal Justice Services learns the staff member was convicted on said charges.

The Garfield County Criminal Justice Services policy also accurately captures the notification requirements as it pertains to an alleged resident abuser. In that regard, Garfield County Criminal Justice Services policy identifies those notification thresholds as the last two bullets above. During the course of the Garfield County Criminal Justice Services investigations, notifications required pursuant to this standard and consistent with thresholds noted above were made by Garfield County Criminal Justice Department staff following the outcome of the investigation(s).

Garfield County Community Corrections Center has met the requirements for the standard.

Policy Referenced: PREA Policy

§115.276 - Disciplinary Sanctions for Staff

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services, in addition to their personnel policies referenced below, is also governed by the Garfield County Human Resources Policies and Procedures Manual. It is the latter that the reader is referred to when dealing with employee disciplinary measures. While the Garfield County Human Resources Policies and Procedures Manual clearly identifies Garfield County Criminal Justice Services employee prohibited behaviors which may lead to termination, however, said policies did not contain all elements of required elements by §115.276. As a result, all Garfield County Community Corrections Center staff were provided with addendums to the Garfield County Human Resources policies which specifically include all previously missing elements. Confirmation of receipt of this addendum by Garfield County Community Corrections staff was provided to the auditor for review and audit record retention.

This addendum included incorporation of language indicating:

- Terminations for violations of the agency's zero tolerance policies on sexual abuse and sexual harassment shall be reported to law enforcement (if potentially criminal) and licensing agencies as appropriate.
- Voluntary departure of an employee from employment with Garfield County (and Garfield County Criminal Justice Services) who would have otherwise been terminated for said violations.

Garfield County Community Corrections Center has met the requirements for the standard.

Policy Referenced: PREA Policy

§115.277 - Corrective Action for Contractors and Volunteers

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Similar to the audit narrative above, Garfield County Criminal Justice Services' policies (referenced below), Garfield County Human Resources Manual, nor the Contractor orientation materials (PREA and Professional Standards of Conduct form and Facility Access Agreement form) initially captured the reporting of sexual abuse incidents to relevant licensing bodies (as appropriate). These required reporting actions, as has been noted in §115.276, have been incorporated in the orientation process for contractors and volunteers, formally distributed to all current contractors, and examples of acknowledgement by the contractor or volunteer were provided to the auditor for review and audit record retention.

Garfield County Community Corrections Center has met the requirements for the standard.

Policy Referenced: PREA Policy

§115.278 - Disciplinary Sanctions for Residents

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) mirror the requirements of 115.278. Additionally, as noted throughout this report, various elements of the PREA standards (in this case possible client disciplinary actions pursuant to §115.278) have been incorporated into a variety of written formats readily accessible to the client population. Additionally, in order to better reflect the limitations of potential resident disciplinary actions as identified via §115.278 (f) the following revisions were suggested following this auditor's initial review, and shortly thereafter revised by the Garfield County Community Corrections Center staff to reflect disciplinary action can only be taken upon a client for false allegations made in bad faith as compared to a false allegation made in good faith.

§115.278(d) would not be applicable to Garfield County Criminal Justice Services for two reasons. First, Garfield County Criminal Justice Services does not offer therapy, counseling or other interventions; rather, Garfield County Criminal Justice Services outsources these services from approved vendors as identified by the contractor. To that point, Garfield County Criminal Justice Services has mechanisms in place (as is required by DCJ standard 3.200) to access community resources and continued dialogue with said community resources to help address deviant or prohibited behaviors and/or concerns in advance of any sexual abuse. Note: The latter is also covered through the Colorado Sex Offender Management Board supervision guidelines for identified sex offenders.

Second, it is important to note, as a county agency providing services to Colorado Department of Corrections, Colorado Division of Criminal Justice (DCJ), et al, Garfield County Criminal Justice Services would not retain a resident accused of sexual abuse; rather, having the ability to utilize the appropriate county resources for temporary, secure custody of any alleged client abuser by law enforcement until final disposition can be reached.

Garfield County Community Corrections Center has met the requirements for the standard.

Policy and materials referenced: PREA Policy, Resident Handbook, PREA Advisement

§115.282 - Access to Emergency Medical and Mental Health Services

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The Garfield County Criminal Justice Services policy (referenced below), outlines the Agency’s stated objectives to provide resident victims of sexual abuse with access to emergency medical treatment and crisis intervention services. Garfield County Criminal Justice Services MOU with the Advocate Safehouse Project and the Western Slope Center for Children provide for advocacy, mental health, and emotional supportive services; furthermore, Garfield County Criminal Justice Services has also identified St. Mary’s Hospital as the local medical facility at which medical and S.A.N.E. services would be performed for resident victims. The policy outlines the expected duties of both Garfield County Criminal Justice Services and the conglomeration of external entities to be involved so as to adhere to the requirements set forth in §115.282(a)-(d).

Garfield County Criminal Justice Services has met all the requirements for this standard.

Policy Referenced: PREA policy

§115.283 - Ongoing Medical and Mental Health Care for Sexual Abuse Victims and Abusers

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

The existing arrangements with local community resources, identified in the audit narrative for §115.282, provide for the ongoing medical and mental health care for sexual abuse victims consistent with the level of care offered in the community.

As has been previously mentioned, Garfield County Criminal Justice Services policies collectively provide clear, cohesive instruction directing staff actions and outlining Garfield County Criminal Justice Services' expectations consistent with the requirements, intent, and spirit of the national PREA standards.

Garfield County Criminal Justice Services has met all the requirements for this standard.

Policy Referenced: PREA Policy

§115.286 - Sexual Abuse Incident Reviews

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

Garfield County Criminal Justice Services policy (referenced below) outlines the agency's expectation on the scope, the participants, responsibilities and areas to be reviewed, and functionality of sexual incident review committee. The Garfield County Criminal Justice Services PREA policy was revised during the audit process so as to specifically include all the elements required by §115.86(d)(1-5). Garfield County Criminal Justice Services developed a template for recording the sexual abuse incident review committee's meeting minutes. The template includes all the criteria identified in §115.286(d)(1-5) and allows for quick timely completion of §115.286(d)(6).

Garfield County Criminal Justice Services has not had any substantiated or unsubstantiated incidents of sexual abuse occurring at Garfield County Criminal Justice Services' community corrections facilities in the 12-month period prior this audit. Therefore, Garfield County Criminal Justice Services has not had reason to convene a Sexual Abuse Incident Review committee meeting following the conclusion of their investigations into these allegations. If such a need to convene this committee arose, as noted above, the committee's discussion points, conclusions, recommendations stemming from these meetings would be captured and memorialized using the policy as a guide and the template as the recording instrument.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policy Referenced: PREA Policy

§115.287 - Data Collection

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As an agency, Garfield County Criminal Justice Services, as directed and driven by the policy referenced below, collect accurate, uniform data for every allegation of sexual abuse at its facility and do so by using a set of definitions. Consistent with the requirements set forth in §115.287, this information is collected, aggregated annually, and based on all available incident based documentation. The data collected meets the minimum requirements set forth via §115.287(c).

This information, as a result of the audit process, was formally captured in the form of an annual report and subsequently published for public consumption. This annual report has been approved by the agency head and published on the agency website. The Garfield County Community Corrections Center’s Annual Report can be found at: <http://cjsd.Garfieldcounty.us/PREA.aspx>

Garfield County Community Corrections Center has met all the requirements for this standard.

Policy Referenced: PREA Policy

§115.288 - Data Review for Corrective Action

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor’s analysis and reasoning, and the auditor’s conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As an agency, Garfield County Criminal Justice Services, as directed and driven by the policy referenced below, collect accurate, uniform data for every allegation of sexual abuse at its facility and do so by using a set of definitions. Consistent with the requirements set forth in §115.287, this information is collected,

aggregated annually, and based on all available incident based documentation. The data collected meets the minimum requirements set forth via §115.287(c).

This information, as a result of the audit process, was formally captured in the form of an annual report and subsequently published for public consumption. This annual report has been approved by the agency head and published on the agency website. The Garfield County Community Corrections Center's Annual Report can be found at: <http://cjsd.Garfieldcounty.us/PREA.aspx>

Garfield County Community Corrections Center has met all the requirements for this standard.

Policy Referenced: PREA Policy

§115.289 - Data Storage, Publication, and Destruction

- Exceeds Standard (substantially exceeds requirement of standard)
- Meets Standard (substantial compliance; complies in all material ways with the standard for the relevant review period)
- Does Not Meet Standard (requires corrective action)

Auditor discussion, including the evidence relied upon in making the compliance or non-compliance determination, the auditor's analysis and reasoning, and the auditor's conclusions. This discussion must also include corrective action recommendations where the facility does not meet standard. These recommendations must be included in the Final Report, accompanied by information on specific corrective actions taken by the facility.

As noted above in the two previous audit narratives, Garfield County Criminal Justice Services, as directed and driven by the policy referenced below, collect accurate, uniform data for every allegation of sexual abuse at its facility and do so by using a set of definitions. Consistent with the requirements set forth in §115.287, this information will be collected, aggregated annually, and based on all available incident based documentation. The data to be collected would meet the minimum requirements set forth via §115.287(c).

This information, as a result of the audit process, was formally captured in the form of an annual report and therefore has not been published for public consumption. This annual report has been approved by the agency head and published on the agency website. The Garfield County Community Corrections Center's Annual Report can be found at:

<http://cjsd.Garfieldcounty.us/PREA.aspx>

Consistent with the requirements set forth in §115.289, Garfield County Criminal Justice Services' policy (referenced below) accurately captures and mirrors the standard's expectations regarding storage and retention of data collected pursuant to §115.287 and §115.288 respectively.

Garfield County Community Corrections Center has met all the requirements for this standard.

Policy Referenced: PREA Policy

AUDITOR CERTIFICATION

I certify that:

- The contents of this report are accurate to the best of my knowledge.

- No conflict of interest exists with respect to my ability to conduct an audit of the agency under review, and

- I have not included in the final report any personally identifiable information (PII) about any resident or staff member, except where the names of administrative personnel are specifically requested in the report template.



Auditor Signature

August 14, 2016

Date