

# PREA AUDIT: AUDITOR'S SUMMARY REPORT

## ADULT PRISONS & JAILS



<b>Name of facility:</b>		Charlotte County Jail	
<b>Physical address:</b>		222 Law Lane Charlotte Court House, Virginia 23923	
<b>Date report submitted:</b>		October 9, 2014	
<b>Auditor Information</b>		Lawanda M. Long	
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<b>Telephone number:</b>		(434) 594-5939	
<b>Date of facility visit:</b>		September 12, 2014	
<b>Facility Information</b>			
<b>Facility mailing address: (if different from above)</b>		222 Law Lane Charlotte Court House, Virginia 23923	
<b>Telephone number:</b>		(434) 542-5141	
<b>The facility is:</b>	<input type="checkbox"/> Military	<input checked="" type="checkbox"/> County	<input type="checkbox"/> Federal
	<input type="checkbox"/> Private for profit	<input type="checkbox"/> Municipal	<input type="checkbox"/> State
	<input type="checkbox"/> Private not for profit		
<b>Facility Type:</b>	<input checked="" type="checkbox"/> Jail	<input type="checkbox"/> Prison	
<b>Name of PREA Compliance Manager:</b>		N/A	<b>Title:</b>
<b>Email address:</b>			<b>Telephone number:</b>
<b>Agency Information</b>			
<b>Name of agency:</b>		Charlotte County Jail	
<b>Governing authority or parent agency: (if applicable) (</b>		Charlotte County Sheriff's Office	
<b>Physical address:</b>		222 Law Lane Charlotte Court House, Virginia 23923	
<b>Mailing address:</b>		222 Law Lane Charlotte Court House, Virginia 23923	
Telephone number:		(434) 542-5141	
<b>Agency Chief Executive Officer</b>			
<b>Name:</b>	Thomas Jones	<b>Title:</b>	Sheriff
<b>Email address:</b>	tjoneses@cchsheriff.com	<b>Telephone number:</b>	(434) 542-5141

<b>Agency-Wide PREA Coordinator</b>			
<b>Name:</b>	Melissa Tharpe	<b>Title:</b>	Lieutenant
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## AUDIT FINDINGS

**NARRATIVE:** The PREA Audit of the Charlotte County Jail was conducted from September 12, 2014. The Designated Auditor was Mrs. Lawanda Long. Mrs. Rose Durbin served as a contractor to assist with the audit process.

The auditors wishes to extend her deepest appreciation to Sheriff Thomas Jones and his staff for their professionalism, hospitality and kindness.

The auditor also wishes to compliment Lieutenant Melissa Tharpe, who serves as the PREA Coordinator, for her outstanding work in organizing both the electronic files and paper documentation that were provided to the auditor in advance of the audit. This enabled the audit to move forward very efficiently.

An Entrance Meeting was held at 8:00 a.m. on September 12, 2014, with Captain B. Lockridge, Chief Deputy, and Lieutenant Melissa Tharpe, PREA Coordinator, to provide an overview of the PREA audit process and background information of the auditor.

Following the Entrance Meeting, Captain B. Lockridge and Lieutenant Melissa Tharpe gave the auditors a very thorough tour of the Charlotte County Jail. During the tour, the camera coverage was reviewed in the control booth and the camera coverage maintains good visibility throughout the Jail.

Following the tour, the auditors began the interviews and review of other documents.

Seven (7) inmates were interviewed, two (2) females and five (5) males. Those interviewed were randomly selected, by the auditor, from a list of all the inmates by their housing assignment at the Charlotte County Jail. The inmate population on the day of the PREA Audit was sixty-seven inmates (67), two (2) females and sixty-five (65) males.

Five (5) security personnel, who were randomly selected by the auditor from both shifts, were interviewed. Fourteen (14) interviews were conducted to address the thirteen specialized staff or specialized areas which included the Agency Head (Sheriff), Warden or Designee (Chief Deputy), PREA Coordinator (Lieutenant), Contractor (Food Service Employee), Volunteer (Chaplain), Individual responsible for monitoring retaliation (Lieutenant) , Investigator, Nurse, Individual responsible for intake screening (Deputy), Incident Review Team member (Captain), Human Resource Personnel (Captain), Intake Staff (Deputy), Intermediate or Higher-Level Facility Staff (Sergeant) and Staff who supervise inmates in segregated housing (Deputy).

In all, the auditors conducted twenty-six (26) interviews.

Charlotte County Jail including the intake area has 9 cameras installed in key areas throughout the facility. During the tour, the auditors did not observe any blind spots based on the layout of the facility and camera coverage. Staff in the control booth area have a clear view of the hallways to see who is entering the cell blocks at all times. Additionally, staff advised the auditors that security rounds are made continuously to prevent and detect sexual abuse and sexual harassment.

The auditors were impressed by what the security staff and other staff knew about PREA, the jail's Zero Tolerance policy, inmate rights regarding PREA, first response and evidence collection. The auditors reviewed supporting documentation pertaining to employees' training prior to the on-site audit phase in addition to reviewing the training curriculum on-site. Supporting documentation confirmed that employees received the required training.

When the on-site audit was completed, the auditors conducted an Exit Meeting. While the auditors could not give the facility a final finding, as there were some issues needing further clarification, the auditors did give an overview of the audit and thanked Captain Lockridge and his staff for their hard work and commitment to the Prison Rape Elimination Act.

### **DESCRIPTION OF FACILITY CHARACTERISTICS:**

The Charlotte County Jail is located at 222 Law Lane, Charlotte Court House, Virginia, 23923.

The Charlotte County Jail and Sheriff's Office are contained in a one-story brick building. There are a total of seven (7) cells and one (1) isolation/segregation cell, including the work release program. The Charlotte County Jail houses all classification levels of male and female inmates; pretrial and post-trial inmates. The Charlotte County Sheriff's Office operates the Charlotte County Jail. The Chief Jailer reports directly to the Sheriff. The Charlotte County Jail staff includes one (1) Chief Jailer, ten (10) male deputies (seven (7) full-time and three (3) part-time), eight (8) female deputies (seven (7) full-time and one (1) part-time).

The mission of the Charlotte County Sheriff's Office is to provide appropriate supervision of persons incarcerated in the jail, to meet their basic human needs, and when possible, to make available programs which will promote a positive attitudinal and behavioral climate in the jail. The primary goals of the Charlotte County Jail is to: protect the Commonwealth by safekeeping persons incarcerated in the jail; provide a safe and humane environment for both jail staff and inmates and to participate, whenever appropriate, in the discovery, prevention, and reduction of crime; enable the jail staff to develop and maintain a professional demeanor by providing training in all phases of law enforcement on an ongoing basis; provide appropriate inmate programs which are beneficial to both the community and the participants; develop community involvement in, and increased public awareness of, the proper role and function of the jail; and to increase staff understanding and commitment to the jail's mission, goals, and objectives.

The Sheriff's Office is accredited by the Virginia Law Enforcement Professional Standards Commission (VLEPS).

### **SUMMARY OF AUDIT FINDINGS:**

Number of standards exceeded:	2
Number of standards met:	37
Number of standards not met:	0
Non-applicable:	4

### **§115.11 - 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)

Charlotte County Jail has a written policy mandating zero tolerance towards all forms of sexual abuse and sexual harassment. The Prison Rape Elimination Act (PREA) Policy outlines the agency's approach to preventing, detecting, and responding to sexual abuse and sexual harassment. Agency policies and procedures were well organized and have been continually revised over the last year as the Charlotte County Jail has developed and implemented PREA guidance and procedures.

Lieutenant Melissa Tharpe is the PREA Coordinator and is very knowledgeable and active in managing Charlotte County Jail's PREA implementation. During the interview with the PREA Coordinator, she confirmed that she has sufficient time to perform her PREA job duties and that staff have been very responsive to the changes implemented.

### **§115.12 - Contracting with other entities for the confinement of inmates**

- 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)
- Not Applicable

Charlotte County Jail does not contract with any facilities for the confinement of inmates.

### **§115.13 – 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)

Charlotte County Jail has developed a staffing plan and makes its best efforts to comply with the plan. The staffing plan is reviewed annually by the Chief Deputy, PREA Coordinator, and security supervisor to determine if adjustments are needed. The facility documents all deviations to the plan. However, Charlotte County Jail has not had any deviations from their staffing plan in the last 12 months.

Unannounced rounds are documented in logs, and are done randomly by the Sergeants, Lieutenants and Captains. The agency has a policy that prohibits the staff from alerting other staff members that supervisory staff rounds are occurring.

### **§115.14 – Youthful Inmates**

- 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)
- Not Applicable

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy, covers the standard of separating youthful inmates. The Charlotte County Jail has not housed any Youthful Inmates during the 12-month audit cycle. Charlotte County Jail ensures that if a Youthful Inmate is received within their facility the inmate will not be placed within sight, sound, or physical contact with any adult inmate through the use of shared dayrooms or other common space, shower area, or sleeping area and the Youthful Inmate shall be offered programs and recreation.

### **§115.15 – 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)

Charlotte County Jail does not conduct cross gender strip searches. Body cavity searches are only done by medically trained professionals per their Prison Rape Elimination Act (PREA) Policy.

Policy and procedures are implemented to enable inmates to shower, perform bodily functions, and change clothes without non-medical staff observing their genitalia or buttocks. Interviews with inmates and staff confirmed that inmates are able to shower, perform bodily functions, and change clothing without non-medical staff of the opposite gender viewing their breast, buttocks or genitalia.

Staff and inmate interviews confirmed the opposite gender staff member do not interact with opposite gender inmates. However, if the opposite gender has to enter the living areas the following procedures are implemented: If a female enters a male living area, a male always escorts her. The male enters the male living area prior to the female's entrance to ensure that the inmates are not performing bodily function or changing clothes. Once the area is clear for the female to enter, the male staff member makes the announcement "female on floor", and then the female enters. The same process is followed when a male staff member has to enter the female living area. The female will enter the female living area prior to the male's entrance to ensure that the female inmates are not performing bodily functions or

changing clothes. Once the area is clear for the male, the female staff member makes the announcement "male on floor" and then male enters. The auditors observed both the female and male procedure. When female/male administrators make unannounced supervisory checks, the same procedures are followed.

### **§115.16 – Inmates with Disabilities and Inmates 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)

Charlotte County Jail takes the necessary steps to ensure inmates with disabilities and inmates with limited English proficiency have an opportunity to participate in and benefit from the agency's efforts to prevent, detect, and respond to sexual abuse and sexual harassment. Their Prison Rape Elimination Act (PREA) Policy, states that all inmates' educational material will be in formats accessible to all inmates in accordance with Title II of the Americans with Disabilities Act U.S.C.

Both inmates and staff stated that inmates are not used as interpreters, especially if it is an issue with sexual abuse and sexual harassment.

Charlotte County Jail has a Letter of Understanding with an interpreter service to provide assistance when needed.

### **§115.17 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy covers the requirements of the standard. Documentation was reviewed confirming that background checks were conducted on all current employees and there is a system in place to ensure that all background checks are run every five years. The agency also provided documentation that background checks are required of all contractors and volunteers who have contact with inmates.

The Charlotte County Jail's application for employment also asks applicants to disclose information relating to sexual abuse and sexual offenses.

Applicants and employees have a continuing affirmative duty to disclose any sexual abuse in prison or another institution; convictions, civilly or administratively adjudicated, for engaging in sexual activity in the community by force or coercion or when demonstrated that the

victim did not consent. Reviewed documents demonstrated compliance. Additionally, the agency shall provide information on substantiated allegations of sexual abuse or sexual harassment involving a former employee upon request from an institutional employer for whom such a former employee has applied to work.

### **§115.18 – Upgrades to Facilities and Technology**

- 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)
- Not Applicable

The Charlotte County Jail has not acquired any new facilities or made any substantial expansions or modifications of existing facilities since August 20, 2012. The jail has not installed or updated the video monitoring system, electronic surveillance system, or other monitoring technology since August 20, 2012.

### **§115.21 – 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)

Charlotte County Sheriff's Office Policy 2-15 and Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy, outlines evidence protocols and requirements for forensic medical exams. Charlotte County Jail has a Cooperative Agreement with YMCA of Central Virginia (Sexual Assault Response Program) and the Forensic Nurse Examiners at Lynchburg General Hospital.

Charlotte County Jail also entered into a Memorandum of Understanding with Southside Center for Violence, Inc., and Piedmont Crisis Center for appropriate services to victims of sexual assault through prevention information, crisis services and education.

The Charlotte County Jail has not had an incident where a victim has requested a victim advocate, qualified staff member, or qualified community-based organization staff member to accompany and support the victim through a forensic medical examination, investigatory interviews or to provide emotional support, crisis intervention, information and referrals.

### **§115.22 – 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)

An administrative or criminal investigation is completed on all allegations of sexual abuse and sexual harassment in accordance with Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy. Charlotte County Jail has designated Investigator Wright as the lead investigator to conduct administrative investigations. Allegations involving potentially criminal behavior will be turned over to the Charlotte County Sheriff's Office for investigation. There have been no sexual abuse or sexual harassment reports received during this audit cycle.

### **§115.31 – 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)

Charlotte County Jail conducted PREA Training for all of its employees, volunteers and contractors in accordance with the PREA Standards prior to the August 20, 2013, deadline. New employees received PREA training during orientation. The Central Virginia Criminal Justice Academy provides PREA training yearly via an online course. The Auditor reviewed training documentation, which included the employee's signature confirming that the individual received PREA training and understood the materials covered. A review was conducted of the training that was provided to employees and all areas required by the standard were addressed. Interviews with staff demonstrated that they understand the jail's Zero Tolerance policy, policy and procedures for the prevention, reporting and response to sexual assault or sexual harassment incidents, and the dynamics of sexual abuse and harassment in a confinement setting.

### **§115.32– 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)

All seven (7) contractors and one (1) volunteer who have contact with inmates have been trained on their responsibilities under the agency's sexual abuse and sexual harassment prevention, detection and response policies and procedures.

Interviews of one (1) contractor and one (1) volunteer demonstrated their knowledge of PREA, their responsibilities and the jail's Zero Tolerance Policy. The auditor reviewed PREA Training Acknowledgement Forms for both contractors and a volunteer during the PREA audit process.

### **§115.33 – Inmate 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)

During intake, inmates are provided information through two (2) PREA handouts, explaining the agencies Zero Tolerance policy regarding sexual abuse and sexual harassment and how to report such incidents. Charlotte County Jail has PREA handouts in both English and Spanish. Within 30 days of intake, inmates received additional PREA Training, which consists of a PREA Educational Video. The inmates sign an Acknowledgement Form indicating they have received the training. Posters and inmate brochures are posted in the housing areas in formats accessible to all inmates.

During the interviews, inmates acknowledged the information being provided upon arrival during orientation. All inmates knew the jail's Zero Tolerance policy and how to obtain assistance if they are sexually abused or sexually harassed. All inmates assigned to Charlotte County Jail were educated on how to report, detect and prevent sexual abuse/sexual harassment in accordance with the PREA Standards prior to August 2013.

### **§115.34 – 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)

Supporting documentation confirms designated investigators for sexual have attended an 8-hour class held by the Training Force USA on September 30, 2013, titled, "Prison Rape and Sexual Assault Investigations inside Correctional Facilities."

### **§115.35 – Specialized training: Medical and mental health care**

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)

Medical staff does not conduct forensic medical examinations. Supporting training documentation confirms that Nurse Moon has completed PREA Training for Medical Health Care for Sexual Assault Victims in a Confinement Setting presented by NIC on 2/28/14, in addition to Charlotte County Jail's on-line PREA training. Crossroads Community Service Board provides Mental Health services. These individuals are not employees of the Charlotte County Jail. The Community Service Board has two (2) designated individuals assigned to render mental health services to inmates at Charlotte County Jail. Supporting documentation confirms that both individuals have received PREA training and signed the Acknowledgment Form confirming that they received and understood the jail's Zero Tolerance policy and their responsibility to report, prevent and detect sexual abuse and sexual harassment.

### **§115.41 – 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)

All inmates are assessed during intake screening for their risks of being sexually abused by other inmates or sexually abusive towards other inmates. The screening is completed within 72 hours of arrival during the booking process. During the interviews conducted with staff, it was confirmed that dissemination of the information from the screening tool is considered sensitive information and is maintained in a confidential manner.

### **§115.42 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. The facility uses the screening information to determine housing, bed, work, education, and program assignment with the goal of keeping inmates at high risk of being sexually victimized separate from those at high risk of being sexually abusive. Housing and program assignments are done on a case-by-case basis.

At the time of the audit there was no transgender or intersex inmates housed at the Charlotte County Jail.

### **§115.43 – Protective Custody**

- 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy states inmates at high risk for sexual victimization shall not be placed in involuntary segregated housing unless an assessment of all available alternatives has been made, and a determination has been made that there is no available alternate means of separation from likely abusers. Reviews of status for protective custody are completed at least every 30 days.

No inmates from Charlotte County Jail were placed in Protective Custody.

### **§115.51 – Inmate 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)

The Charlotte County Jail provides multiple internal ways for inmates to report sexual abuse, sexual harassment and retaliation. Inmate interviews confirmed that inmates are aware of their options. Inmates can also report via the inmate phone system by dialing "8" which connects to the Piedmont Crisis Center, an outside entity. A Piedmont Crisis Center staff person will then take the information provided by the inmate and forward it to the Charlotte County Jail. Reports are also accepted by third party. No third party calls have been received by Charlotte County Jail during this audit period.

### **§115.52 – 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)
- Not Applicable

The Charlotte County Jail does not have an administrative procedure that addresses an inmate's grievance regarding sexual abuse.

In accordance with section (a) of this standard, the Charlotte County Jail is exempt from this standard.

### **§115.53 – Inmate Access to Outside Confidential Support 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)

Charlotte County Jail entered into a Memorandum of Understanding with Southside Center for Violence, Inc., and Piedmont Crisis Center for outside confidential support services. Phone numbers and mailing addresses are provided to the inmate population on the PREA handouts they receive during booking.

### **§115.54 – 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)

The Charlotte County Sheriff's Office website provides point of contacts and how to do a third party report. Third party calls are also accepted by Southside Center for Violence, Inc., and Piedmont Crisis Center. Upon receipt of such a call the information is immediately reported to the Captain of Charlotte County Jail.

Charlotte County Jail has not received any third party reports. Interviews with staff and inmates confirm that staff and inmates are aware that third party reporting options are available.

### **§115.61 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy requires all staff to immediately report any knowledge, suspicion, or information regarding an incident of sexual abuse or harassment and for staff not to reveal any information related to a sexual abuse report to anyone other than the extent necessary. Every staff interviewed understood and spoke specifically about this procedure. Inmate interviews supported the fact that inmates are also aware of the reporting and confidentiality requirements of sexual abuse and sexual harassment.

### **§115.62 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy requires staff to take immediate action to protect any inmate they learn is subject to substantial risk of imminent sexual abuse. All staff interviewed were aware of this procedure. There were no instances when an inmate was subject to a substantial risk of imminent sexual abuse within Charlotte County Jail.

### **§115.63 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. Charlotte County Jail has not had any reports of sexual abuse made concerning other facilities.

### **§115.64 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. Interviews with staff at Charlotte County Jail confirm that staff are aware of the steps required upon learning that an inmate was sexually abused.

### **§115.65 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. PREA Policy coordinates the response of all pertinent individuals to ensure proper steps are followed. Interviews with staff confirmed they were knowledgeable about the PREA Plan and the coordinated duties and collaborative responsibilities.

### **§115.66 – Preservation of ability to protect inmates from contact with 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)
- Not Applicable

Employees in the Commonwealth of Virginia do not have collective bargaining rights per the Code of Virginia 40.1-57.2. As a result, there has been no collective bargaining agreement entered into since August 2012.

### **§115.67 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. Lt. Tarpe is responsible for monitoring retaliation and should an incident of sexual abuse occur, will conduct status checks with inmates who have been victimized or reported victimization, every 30 days, and up to 90 days or longer, if required, to ensure that the inmate has not been subjected to retaliation. Charlotte County Jail has not had any reports of sexual abuse during this audit period.

### **§115.68 – Post-Allegation Protective Custody**

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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. No inmates from Charlotte County Jail were placed in protective custody following an allegation of sexual abuse or sexual harassment during this audit period.

### **§115.71 – Criminal and Administrative Agency 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)

Charlotte County Jail will conduct administrative investigations into sexual abuse and sexual harassment allegations. If an allegation appears to be criminal in nature, the investigator will contact the Charlotte County Sheriff's Office to request they conduct the investigation. Charlotte County Jail shall cooperate with the Charlotte County Sheriff's Office throughout the investigation. During the interview with the investigator, it was confirmed that the Charlotte County Sheriff's Office would keep the Jail Captain and investigator informed of the progress of the investigation being conducted. Charlotte County Jail has not received any reports of sexual abuse during this audit period.

### **§115.72 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. During the interview with the investigator, it was confirmed that no standard higher than a preponderance of evidence is required in determining whether allegations of sexual abuse or sexual harassment are substantiated.

### **§115.73 – Reporting to Inmate**

- 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. Charlotte County Jail has not received any reports of sexual abuse during this audit period. Therefore, a notification of the outcome of an allegation has not been reported to an inmate.

### **§115.76 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. The Deputy Chief (Captain Lockridge) reported that no staff at Charlotte County has been subjected to discipline for sexual abuse or sexual harassment for a policy violation.

### **§115.77 – 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy meets the requirements of the standard. Captain Lockridge is the designated individual responsible for notifying law enforcement and any relevant licensing body as applicable.

There have been no allegations of sexual abuse by contractors or volunteers during this audit period.

### **§115.78 – Disciplinary sanctions for inmates**

- 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)

Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy confirms compliance with this standard. There have been no reports of inmate-on-inmate sexual abuse during this audit period.

### **§115.81 – Medical and mental health screenings; history of sexual abuse**

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)

Charlotte County Jail meets the requirements of the standard as confirmed by a review of Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy and staff and inmate interviews. Nurse Moon reported that there have been no allegations reported to the medical staff of an inmate being sexually abused at any prison, jail, or lockup.

### **§115.82 – 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)

A review of Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy and interviews with staff and inmates confirms compliance. There have been no sexual assaults at Charlotte County Jail; therefore, access to emergency medical services was not required or utilized.

### **§115.83 – 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)

A review of Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy and interviews with staff and inmates confirms compliance. There have been no sexual assaults at Charlotte County Jail; therefore, ongoing medical services and mental health care were not required or utilized.

### **§115.86 – 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)

Charlotte County Jail has not had any occurrences where the facility or agency has had to conduct a criminal or administrative sexual abuse investigation. Therefore, no incident reviews have been conducted. However, the Deputy Chief confirmed during his interview as a member of the Incident Review Team, if an incident did occur, all components of Charlotte County Jail's Prison Rape Elimination Act (PREA) Policy and the standard would be reviewed. The Sexual Abuse Incident Review Team members include the Deputy Chief, Investigator, Medical, PREA Coordinator and a Sergeant.

### **§115.87 – 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)

The agency collects accurate uniform data for every allegation of sexual abuse at facilities under its control using a standardized instrument. The system allows the agency to submit the annual DOJ Survey of Sexual Violence timely; and for use by the agency to monitor, trend and take corrective action.

### **§115.88 – 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)

The agency reviews the data collected to assess and improve the effectiveness of its sexual abuse prevention, detection, and response policies and to identify problem areas and take corrective actions. An annual report with comparisons from previous years and corrective actions is published, signed by the Sheriff, and posted on the Charlotte County Sheriff's Office website.

### **§§115.89 – 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)

Data is properly stored, maintained and secured. Access to data is securely controlled.

**AUDITOR CERTIFICATION:**

The auditor certifies that the contents of the report are accurate to the best of his/her knowledge and no conflict of interest exists with respect to his or her ability to conduct an audit of the agency under review.

*Lawanda M. Long* \_\_\_\_\_

Auditor Signature  
Lawanda M. Long,  
Certified PREA Auditor

October 9, 2014 \_\_\_\_\_

Date