

**PREA AUDIT REPORT**     Interim     Final  
**ADULT PRISONS & JAILS**

**Date of report:** April 19, 2016

<b>Auditor Information</b>			
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<b>Telephone number:</b> 509-464-9736			
<b>Date of facility visit:</b> March 29-31, 2016			
<b>Facility Information</b>			
<b>Facility name:</b> Enumclaw City Jail			
<b>Facility physical address:</b> 1705 Wells Street, Enumclaw, WA 98022			
<b>Facility mailing address:</b> <i>(if different from above)</i> Click here to enter text.			
<b>Facility telephone number:</b> 360-825-8580			
<b>The facility is:</b>	<input type="checkbox"/> Federal	<input type="checkbox"/> State	<input type="checkbox"/> County
	<input type="checkbox"/> Military	<input checked="" type="checkbox"/> Municipal	<input type="checkbox"/> Private for profit
	<input type="checkbox"/> Private not for profit		
<b>Facility type:</b>	<input type="checkbox"/> Prison	<input checked="" type="checkbox"/> Jail	
<b>Name of facility's Chief Executive Officer:</b> Jim Zoll, Chief of Police			
<b>Number of staff assigned to the facility in the last 12 months:</b> 6			
<b>Designed facility capacity:</b> 25			
<b>Current population of facility:</b> 24			
<b>Facility security levels/inmate custody levels:</b> Minimum			
<b>Age range of the population:</b> 18-66			
<b>Name of PREA Compliance Manager:</b> Mike Desens		<b>Title:</b> Corrections Sargent	
<b>Email address:</b> <a href="mailto:mdesens@police.ci.enumclaw.wa.us">mdesens@police.ci.enumclaw.wa.us</a>		<b>Telephone number:</b> 360-825-8580	
<b>Agency Information</b>			
<b>Name of agency:</b> Enumclaw City Police Department			
<b>Governing authority or parent agency:</b> <i>(if applicable)</i> Click here to enter text.			
<b>Physical address:</b> 1705 Wells Street, Enumclaw, WA 98022			
<b>Mailing address:</b> <i>(if different from above)</i> Click here to enter text.			
<b>Telephone number:</b> 360-825-3503			
<b>Agency Chief Executive Officer</b>			
<b>Name:</b> Jim Zoll		<b>Title:</b> Chief of Police	
<b>Email address:</b> <a href="mailto:jzoll@police.ci.enumclaw.wa.us">jzoll@police.ci.enumclaw.wa.us</a>		<b>Telephone number:</b> 360-825-3505	
<b>Agency-Wide PREA Coordinator</b>			
<b>Name:</b> Mike Desens		<b>Title:</b> Corrections Sargent	
<b>Email address:</b> <a href="mailto:mdesens@police.ci.enumclaw.wa.us">mdesens@police.ci.enumclaw.wa.us</a>		<b>Telephone number:</b> 360-825-8580	

## AUDIT FINDINGS

### NARRATIVE

The Prison Rape elimination Act audit for the Enumclaw City Jail operated by the Enumclaw City Police Department from the initial notification thought this auditor's summary report began in February 2016 with a review of documentation provided by the Enumclaw City Jail PREA Coordinator. The documentation included facility information, and documents to support the 43 standards. The Pre-Audit questionnaire provided the necessary information to complete a substantial portion of the PREA Audit Compliance Tool. The onsite portion of the audit was conducted on March 29-31, 2016. On the morning of March 29th, the Auditor met with the Chief of Police and the PREA Coordinator. The Auditor explained the audit process, reviewed the Pre-Audit Questionnaire and answered questions about various interpretations of the PREA Standards.

The auditor was provided access to and observed all areas of the facility. The tour included the reception, booking and screening areas, all housing units, the recreation area and the food service area. The video monitoring system is available to the reception staff and dispatch staff, they monitor cameras 24/7. There is information posted about PREA and the information is available to non-English speaking inmates. The intake paperwork provided to new inmates was reviewed and it contains specific information about PREA. Intake staff reviews this information with all new inmates during their admission to the facility.

Intake staff when queried indicated that questions pertaining to risk of sexual abuse or predatory behavior were asked during intake. The intake assessment includes a review of mental, physical or developmental disability, age, physical build, previous incarceration, criminal history, prior convictions, perceived sexual orientation, prior sexual victimization and the inmate's perceived vulnerability. The intake staff indicated that all information concerning an inmate was reviewed and utilized to determine housing assignments.

The housing units had signs informing inmates of their right to be free from sexual abuse. There were signs informing inmates how to report incidents of sexual abuse. The signs were posted in both English and Spanish. In addition there was information provided to the inmates concerning local services provided by King County Sexual Assault Resource Center (KCSARC).

The Auditor informally interviewed several inmates who indicated they were aware of the information concerning PREA and that staff announce their presence when entering the housing unit. The inmates further indicated that they had experienced no privacy issues.

The Auditor conducted interviews with staff and residents. A total of 18 interviews were conducted with Correctional Officers, Human Resource staff, Incident Review team members, Intermediate Level staff, Investigative staff, the Captain (Warden), the Agency Head and the PREA Coordinator. The Auditor also interviewed the contract Medical Doctor and the Director of the King County Sexual Assault Resource Center. Twelve inmate interviews were conducted three female inmates and nine male inmates.

## **DESCRIPTION OF FACILITY CHARACTERISTICS**

The Enumclaw City Police Department has over 30 police, communications, and corrections officers to serve the citizens of Enumclaw. It is the Mission of the Enumclaw City Police Department to provide quality, professional, effective and proactive law enforcement services in partnership with the community. By doing so, the Enumclaw City Police Department commits to a standard of excellence which ensures a safe and secure environment in which to live, work and visit. The Department remains committed to safeguarding the lives and property of those they serve and to reduce the incidence and fear of crime through enhanced public safety services.

The jail consists of a single building, with five multiple occupancy dorm style rooms, there is a day room with access to television, a small outside recreation area, and a food service area. The facility utilizes JVC video monitoring cameras and recording equipment coupled with Milestone XProtect recording and archiving software. There is one camera per dorm living unit, a camera in each day room, the kitchen hallway, the entrance into the jail, the Sally port, and Booking Room. There are two cameras that monitor the holding cell. The cameras are monitored by the Corrections Officers in the Booking Room with redundant capability in Communications (Dispatch). Corrections Officers and Dispatch personnel can monitor up to 16 cameras at one time. The cameras can be accessed on any computer within the Police Department/Jail. Video recordings are retained for approximately sixty days. Due to the size of the facility there is no Control Room.

There are also 2-way emergency call buttons/speakers located in each room, dayroom, kitchen hallway, holding cell, and Booking Room which can be used by inmates and/or Corrections Officers to contact Dispatch in the event of an emergency. The call buttons can also be used to monitor conversations in the areas where they are located. The console for the emergency call buttons/speakers is maintained in Dispatch and monitored 24/7

## **SUMMARY OF AUDIT FINDINGS**

Staff indicated during their interviews they had received PREA training and they were aware of the agency's zero tolerance policy. Staff indicated knowledge of their responsibilities in reporting and responding to sexual abuse and sexual harassment, staff indicated they were aware of the various reporting mechanisms for residents and finally they were aware of the protocol for first responders.

The auditor also spoke via telephone to the Director of the King County Sexual Assault Resource Center (KCSARC). The memorandum of understanding was reviewed and the auditor was satisfied that appropriate crisis intervention services would be provided. Additionally, the Detective Sergeant and the Director of KCSARC indicated SANE forensic services and procedures are provided for victims of sexual abuse at St. Elizabeth Hospital in Enumclaw, Washington and Good Samaritan Hospital in Puyallup, Washington.

The inmate interviews indicated an awareness of the zero tolerance policy and PREA protections in general. The inmates were aware of the multiple reporting mechanisms available to report sexual abuse or harassment. The inmates stated there were signs and information concerning PREA in the housing units. Some of the inmates interviewed had knowledge of the King County Sexual Assault Resource Center; however none of the inmate's interview had utilized the information or services provided by the Resource Center.

During the past 12 months, the Enumclaw City Jail reported that no allegations of sexual abuse or sexual harassment had been received; therefore there were no administrative investigations and zero criminal investigations related to sexual abuse or sexual harassment conducted at the facility.

After reviewing all pertinent information and conducting resident and staff interviews, the auditor found that the Enumclaw City Jail was in compliance with all applicable PREA standards.

Number of standards exceeded: 0

Number of standards met: 43

Number of standards not met: 0

Number of standards not applicable: 0

### **Standard 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)

**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 agency and the facility meet this standard with policies and practice. The agency is the Enumclaw City Police Department and it has one facility the Enumclaw City Jail. Policy Statement 606 Prison Rape Elimination Act outlines the facilities approach to preventing, detecting, and responding to sexual abuse and sexual harassment. The policy includes definitions of prohibited behaviors and provides information on both staff and inmate training aimed at reducing sexual abuse and harassment. There is an agency wide PREA coordinator, due to the agency size there is no Compliance Manager. The Coordinator indicated he had sufficient time and authority to coordinate the facility's efforts to comply with the PREA Standards. The facility PREA Policy meets zero tolerance as required by the standard.

### **Standard 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)

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Enumclaw City Jail contracts with the South Correctional Facility. The audit of South Correctional Facility was conducted on October 26- 27, 2015 by Katherine Brown, Certified PREA Auditor. The audit results are posted on the South Correctional Facility's Web site. This Auditor reviewed the contract between the Enumclaw City Police Department and the South Correctional Facility. The contract includes the South Correctional Facility's obligation to adopt and comply with the PREA standards.

### **Standard 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)

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It is the policy (Policy Statement 224) of the Enumclaw Police Department to ensure the safety, security and efficient operation of the jail by assigning custody personnel according to a detailed staffing plan. The Corrections Sergeant ensures that a staffing plan is prepared and maintained. The plan details all custody personnel assignments, including work hours and weekly schedules, and accounts for holidays, vacations and training schedules.

The Chief or the authorized designee completes an annual comprehensive staffing analysis to evaluate personnel requirements and available staffing levels. The Captain, in conjunction with the PREA Coordinator, ensures the staffing levels are sufficient to consistently and adequately fill essential positions. The staffing analysis is used to identify whether required activities are being performed competently and in compliance with department policies. If deficiencies are noted, the staffing analysis includes recommendations regarding what corrective measures may be needed, including the following: operational changes, equipment requirements, additional training, supervisory intervention or additional personnel. Each time the staff plan is not complied with, the facility documents and justifies all deviations from the staff plan. In the past 12 months the most common reason for deviating from the staffing plan has been extended medical leave and resignations. All deviations from the staffing plan are documented.

The auditor viewed the video monitoring systems, the staff roster and assignment sheets. The institution uses video cameras in the living units, day room areas, and entrance/exit areas.

Documentation of unannounced rounds indicated management staff coordinates unannounced visits and those visits are documented via memorandum and in the Enumclaw Jail Observation Log. All shifts were subject to unannounced visits from management and management staff was able to enter the units with no warning to staff.

**Standard 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)

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The Enumclaw Police Department is committed to releasing juveniles from temporary custody as soon as reasonably practicable and keeping juveniles safe while they are in temporary custody at the Enumclaw Police Department. Juveniles are held in temporary custody only for as long as reasonably necessary for processing, transfer or release.

Any juvenile taken into custody is released to the care of the juvenile's parent or other responsible adult or transferred to a juvenile custody facility or to other authority as soon as practicable and in no event is a juvenile be

held beyond six hours from the time of his/her entry into the Enumclaw Police Department. Youthful inmates are not placed in same housing units as adults, youthful inmates are maintained in an area that provides for sight, sound and physical separation from adults and there is always direct staff supervision of youthful inmates.

In the past 12 months there have been no youthful inmates at the Enumclaw City Jail. The Enumclaw City Jail is located in King County. The King County Juvenile Detention Facility is located in Seattle, WA. The King County Juvenile Detention Facility is a PREA Certified facility. The audit of the King County Juvenile Detention Facility was conducted by Karen Brown, Certified DOJ Auditor, on March 16, 2015.

#### **Standard 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)

**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.**

Policy statement 513, Searches, addresses this standard. Cross-gender strip searches are prohibited and body cavity searches may only be performed by medical staff. All staff members have been trained to conduct strip searches based on individual circumstances (not all inmates are stripped searched) strip searches must be conducted in a private area and must be documented.

All inmates housed in the jail are subject to pat searches. Absent exigent circumstances male correctional officers shall not pat search female inmates. If an exigent circumstance arises it is documented with a copy of the report provided to the PREA Coordinator.

In the past 12 months no cross gender strip searches have taken place. However, cross gender pat-down searches have taken place at the jail. Cross gender pat-down searches take place when no female staff is on duty at the jail and no female patrol officer is available. The Auditor reviewed the cross gender pat search documentation. Although the Enumclaw City Jail's rated capacity is less than 50, the PREA Coordinator is committed to the practice of female officers conducting pat searches on female inmates.

Random staff interviews indicated that they received cross-gender pat search training and training on how to search transgender inmates. Training records were also reviewed by the Auditor. Those records indicated all the jail staff had viewed "Guidance in Cross Gender and Transgender Pat Searches" within the past six months.

Staff indicated that inmates shower, dress, and use the toilet privately, without being viewed by staff. All staff verbally announces their presence when entering areas holding inmates opposite their gender. The auditor observed several staff announcing their presence when entering the housing units.

The policy on searches prohibits the physical examination of an inmate for the sole purpose of determining the inmate's genital status.

Random inmate interviews indicated inmates were allowed privacy when using the toilet, changing clothes and

showering. In addition, those inmates who were interviewed indicated both male and female staff announced their presence when entering the unit.

**Standard 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)

**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 Enumclaw City Jail correctional officers are aware of the need to explain the Zero Tolerance policy to inmates who are not English proficient. Inmates with disabilities and inmates with limited English proficiency have an opportunity to participate in the zero tolerance policy established by the Enumclaw City Jail. Inmates are provided with individual counseling in an effort to ensure they understand their right to be free of sexual abuse and harassment while being housed at the Enumclaw City Jail. The inmate handbook is available in both English and Spanish. There are PREA posters in English and Spanish. Staff interviews indicated inmate interpreters were never used to discuss PREA matters. The Enumclaw City Jail utilizes the services of Language Line, ([www.language.com](http://www.language.com)). Language Line provides on-demand phone interpreting. Language Line interpreters handle calls 24 hours a day, 7 days a week and when necessary Language Line is used to interpret information for inmates with language barriers.

**Standard 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)

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The Agency policies 305 Selection Process and 319 Conduct, apply to this standard. The policies prohibit hiring or promoting anyone who has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution or has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse. Appropriate background checks are completed on all employees, the issue of sexual harassment is considered when determining whether to hire or promote staff. The Agency contacts prior institutional employers for information on issues concerning prior allegations of sexual abuse or resignations pending investigation for sexual abuse. The Agency requires that criminal background record checks are conducted

at least every five years for current employees and contractors who may have contact with inmates. The auditor reviewed two (2) Washington State Criminal Investigation Center (WASIC) checks on current Correctional Officers and one (1) WASIC checks on current contractors. The Revised Washington Code Chapter 43 states that a crime information center be located in the state of Washington that functions under the chief of Washington State Patrol and acts as a source of data for law enforcement agencies in the state, non-government establishments and individuals. This central repository stores information on driver's licenses, national and state crime information, arrest records, finger prints, motor vehicle registration and sex offenders. The Terminal Agency Coordinator was interviewed by the auditor. The Terminal Agency Coordinator (TAC) stated during her interview that as the TAC she coordinated the criminal background record checks on each employee in the department.

#### **Standard 115.18 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)

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The Enumclaw City Jail has not made any substantial expansions or modifications of their existing facility since August 2012. The facility utilizes JVC video monitoring cameras and recording equipment coupled with Milestone XProtect recording and archiving software. There is one camera per living unit, one camera in each day room, the kitchen hallway, the entrance into the jail, the Sally port, and Booking Room. There are two cameras that monitor the holding cell. The cameras are monitored by the Corrections Officers in the Booking Room with redundant capability in Communications (Dispatch). Corrections Officers and Dispatch personnel can monitor up to 16 cameras at one time. The cameras can be accessed on any computer within the Police Department/Jail. Video recordings are retained for approximately sixty days. There has been no update to the video monitoring system since August 20, 2012.

#### **Standard 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)

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Two policies address compliance with this standard; specifically, Policy 608 Sexual Assault Investigations and Policy 801 Property and Evidence. The Correctional staff members were knowledgeable of the procedures to

prevent destruction of physical evidence in a sexual abuse case. Interviews with staff indicated they were aware that the Detective Sergeant conducts investigations on sexual assault and harassment.

The Detective Sergeant indicated he would use uniform evidence protocol to ensure physical evidence was appropriately handled and cataloged. Additionally the Detective Sergeant indicated the availability of SANE services in the community. The Enumclaw City Police Department partners with local area hospitals (St. Elizabeth and Good Samaritan) to provide care to victims of sexual abuse.

Inmates are not charged for any services related to medical care or victim advocacy. Staff from the King County Sexual Assault Resource Center will meet with victims of sexual assault and provide emotional support and advocacy services. The Deputy Director of the KCSARC indicated during her interview that an advocate would support the victim through the forensic examination and investigatory interviews. The Police Chaplain will provide assistance until a staff member from KCSARC is available.

A Forensic Nurse Examiner service is available to provide consistent, compassionate care to patients in need of care following a sexual assault. The hospital (St. Elizabeth or Good Samaritan) will document the circumstances, examine the patient for injuries, document injuries, photograph injuries and collect evidence including clothing, DNA swabs and toxicology. The hospital will also provide prophylactic STD Medications and Emergency Contraception.

The PREA Coordinator established an appropriate Memorandum of Understanding that meets the requirements to provide services to victims of sexual abuse or harassment. The Auditor reviewed the Memorandum of Understanding between the Enumclaw City Jail and the King County Sexual Assault Resource Center.

#### **Standard 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)

**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.**

Policy Statement 608 addresses this standard. The facility immediately responds to allegations, thoroughly investigates all reported incidents, pursues disciplinary action, and refers those who perpetrate such conduct for investigation and prosecution, when warranted. Perpetrators will be held accountable and every victim will be offered services. The Enumclaw City Jail's policies regarding sexual misconduct apply to all inmates. They also apply to employees, contractors, and volunteers. The Investigator (Detective Sergeant) for the Enumclaw City Police Department was interviewed and found to be very knowledgeable concerning his responsibilities. During the past 12 months there have been no allegations of sexual abuse or sexual assault at the Enumclaw City Jail. Therefore no administrative or criminal investigation files were reviewed during this audit. The Enumclaw City Police Department publishes information concerning PREA and investigations on its web site: <http://www.cityofenumclaw.net/DocumentCenter/Home/View/1353>.

### Standard 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)

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Policy 310 Prison Rape Elimination Act Training provides specific information on the training requirements for the Enumclaw City Police Department. The Enumclaw City Police Department provides PREA training for all correctional staff. Training is tailored to the gender of the inmates at the facility; all staff members are trained for work in a facility that has both male and female inmates. All new staff members regardless of previous work experience were trained for work in a facility with both male and female inmates. All staff members participate in annual training and PREA is a topic that is presented to all employees.

The auditor reviewed the training curriculum for staff, the curriculum provided extensive information about PREA, and included certificates for all staff that took the NIC's on line course "PREA Your Role in Responding to Sexual Abuse". Staff acknowledge in writing their understanding of the PREA. Training files were reviewed and contained documentation supporting this standard. Staff member interviews supported the training had taken place and that it was provided on an annual basis. Staff members were aware of the PREA training and had participated in the PREA training.

### Standard 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)

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Policy 310 Prison Rape Elimination Act Training provides specific information on the training requirements for the Enumclaw City Police Department. This policy also covers training for volunteers and contractors. The Enumclaw City Police Department provides PREA training to volunteers/contractors. Training is tailored to the gender of the inmates at the facility; all volunteers/contractors are trained for work in a facility that has both male and female inmates. The level and type of training provided to volunteers and contractors is based on the services they provide and the level of contact they have with inmates.

All volunteers and contractors who have contact with inmates have been notified of the agency's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents. There are

currently no volunteers that provide services to the Enumclaw City Jail. The auditor interviewed one contractor (Medical Officer) and she acknowledged receiving training on PREA, her knowledge of the zero tolerance policy and the facility protocol for responding to sexual assault was evident throughout the interview.

### **Standard 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)

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Inmates receive information concerning the PREA at the time of their initial intake. This information is provided both verbally and in a PREA handout. In addition, there are PREA Compliant posters, one in English and one in Spanish in the booking area. There is information provided in the inmate handbook, the inmate handbook is provided in both English and Spanish. The handbook is given to the inmate at the time of booking. There are posters throughout the facility, and the phone number to call to report abuse or harassment is in each housing unit. Inmate interviews indicated they were aware of the PREA and where to get information pertaining to the PREA.

Inmates whose length of stay at the facility was for 30 days or more received additional education on their rights to be free from sexual abuse and retaliation for reporting such incidents. Those inmates who receive this additional information sign a document that indicates they understand the PREA information. The auditor reviewed documentation signed by inmates who had participated in Educational classes on PREA. The additional PREA education class reviews the jail’s zero tolerance policy and reviews basic information and definitions pertaining to the Prison Rape Elimination Act.

### **Standard 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)

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Two staff at the Enumclaw Police Department have received specialized training relevant to PREA. Specifically “Investigating Sexual Abuse in a Confinement Setting”. This curriculum was designed to address the requirements outlined in this standard requiring specialized training for individuals tasked with investigating alleged incidents of sexual abuse in confinement settings. This curriculum contains the information fundamental to understanding the

concepts required by this standard and best practice in investigating incidents of sexual abuse. Both staff members also participated in Basic Criminal Investigative and New Detective Training. One of the investigators was interviewed and explained to the auditor in detail the steps to be taken during a PREA related investigation. The training records were reviewed by the Auditor.

#### **Standard 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)

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There are no medical or mental health care practitioners who regularly work at the Enumclaw City Jail. There is one contracted Medical Officer that is available. The Medical Officer was interviewed by the auditor. During the interview the Medical Officer stated she was aware of PREA and had participated in a brief training concerning PREA. The Medical Officer was aware of how to detect and assess signs of sexual abuse and harassment. In addition she was aware of how to respond effectively and professionally to victims of sexual abuse and harassment. The Medical Officer indicated she would not conduct forensic examinations but the local hospitals would work with the Detectives to accomplish appropriate collection and documentation of evidence. The Medical Officer indicated she maintains appropriate medical records on inmates at the facility.

#### **Standard 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)

**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.**

Agency Policy 507, Inmate Classification, requires screening for risk of sexual abuse victimization or sexual abusiveness towards other inmates. The policy establishes an initial classification intended to identify predatory, violent and at-risk inmates. This initial classification occurs at booking and allows for appropriate supervision while an inmate is being temporarily held and until a decision is made to place the individual into a more permanent housing assignment. The intake corrections officer completes the initial classification form. The initial classification form includes a place for the intake corrections officer to make a housing recommendation. This recommendation is based on the initial classification form.

Once it has been determined that the person arrested will not be released from custody on bail or on their own

recognizance, a more in-depth classification of the inmate will be conducted as soon as possible but no later than 24 hours after the inmate's arrival at the facility, after which the inmate is moved to more permanent housing. The classification corrections officer reviews the status of all inmates who have been incarcerated in the facility for more than 30 days. The review examines changes in the inmate's behavior or circumstances. The policy prohibits disciplining inmates for refusing to answer questions regarding mental health issues, sexual preference, victimization or vulnerability.

The Auditor observed the intake process, conducted staff and inmate interviews, and reviewed documentation. The screening process considers the inmate's mental, physical and/or developmental disability; the inmate's age, physical build and previous incarceration; the inmates criminal history; prior convictions for sex offenses and previous sexual victimization. The screening process considers the inmates sexual orientation and the inmates perception of vulnerability. Sensitive information provided by inmates during intake was provided to staff that had a need to know. Inmate interviews indicated they had been interviewed by a classification corrections officer and they were able to talk to the classification corrections officer about housing. The classification corrections officer did indicate that some inmates refuse to discuss any aspect of their incarceration including housing. The classification officer indicated that inmates are never denied privileges as a result of this refusal.

#### **Standard 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)

**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.**

Procedures require the use of a screening form to determine housing assignments with the goal of keeping inmates at high risk of being sexually victimized separate from those who are at a high risk of being sexually abusive. The classification corrections officer reviews all initial housing assignments. Housing assignments are made on a case by case basis for all inmates.

There is in place a procedure for providing continued re-assessment and follow-up monitoring if needed. Staff interviews confirm compliance to this standard. Housing and program assignments of a transgender or intersex inmate include individualized consideration for the inmate's health and safety and any related supervisory, management or facility security concerns. A transgender or intersex inmate's views with respect to his/her own safety are given serious consideration.

#### **Standard 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)

**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.**

Enumclaw City Jail prohibits placement of inmates at high risk for sexual victimization in involuntary protective custody unless an assessment of all available alternatives has been made and it has been determined that there is no available alternative means of separation from likely abusers. The PREA Compliance Manager stated that inmates who present a high risk for sexual victimization would be moved to a facility that would better accommodate their needs.

There have been no inmates at risk of sexual victimization who were held in involuntary segregated housing at the Enumclaw City Jail in the past 12 months. Policy 507, Inmate Classification, specifies that inmates who are placed in an involuntary segregation housing assignment would be reviewed every 30 days to determine whether there is a continuing need for separation from the general population.

#### **Standard 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)

**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 Enumclaw City Jail has established several ways in which an inmate can report incidents of sexual abuse/harassment, retaliation or staff neglect.

Inmates can call a designated PREA number and leave information on a recorded phone message system. This information is directly available to staff at the Enumclaw City Jail. The inmate can tell a staff member, the inmate can submit a request to a staff member in writing; the inmate can use the phone and contact the KCSARC. This phone call is not recorded and is toll free. Finally inmates can ask a friend or a family member to make a report. The friend or family member may use the PREA Hotline, send a written report to the Police Department or call the KCSARC.

Posters and other documents on display throughout the facility were observed by auditor. The posters explain the reporting procedures. The Correctional officers who were interviewed stated staff and inmates may report abuse, harassment, both verbally and in writing, either anonymously or to a third party. Inmates who participated in interviews were also aware of multiple reporting methods.

#### **Standard 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)

**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.**

Policy 606 PREA indicates inmates may file a grievance; all allegations of abuse or harassment, when received by staff, would immediately result in an investigation. If the allegation involves a staff member the subject of the complaint would not be involved in the investigation. Inmates are not required to use an informal grievance procedure and there is no time limit on when an inmate may submit a grievance regarding an allegation of sexual abuse.

In the past 12 months no grievances have been filed that alleged sexual abuse. No third party claims on behalf of inmates have been filed in the last 12 months. Appropriate protocols are established within the Policy to meet the requirements of this standard, including time frames for response, assistance from a third party and emergency filing procedures.

There is no specific policy on Administrative Remedies. The inmate’s right to file a sexual abuse or sexual harassment grievance is covered in Policy 606, PREA, specifically, 606.42, Inmate Grievances. All appropriate areas are covered in detail in this section of the PREA policy.

**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)

**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 Enumclaw City Jail provides inmates with access to outside victim advocates for emotional support services related to sexual abuse by providing inmates with mailing addresses and toll free telephone numbers for the King County Sexual Assault Response Center. The inmates are aware the phone calls and written correspondence to KCSARC are not monitored.

The Enumclaw City Jail and KCSARC have entered into a memorandum of understanding that provides inmates with confidential emotional support services related to sexual abuse. The Auditor reviewed the memorandum of understanding and interviewed the Deputy Director of KCSARC. During the interview the Deputy Director of KCSARC indicated they would provide services to victims throughout the investigation process and they would offer follow-up services that would include referrals for continued care, and victims groups and family counseling.

### Standard 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)

**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 Enumclaw City Jail PREA Zero Tolerance pamphlet and the Enumclaw City Jail Web Site address the requirements of this standard. Third-parties are informed of reporting procedures on the website.

The Enumclaw City Jail provides inmates with access to outside victim advocates. Inmates are provided mailing addresses and telephone numbers for the King County Sexual Assault Response Center. The MOU between the agency and the King County Sexual Assault Response Center was reviewed by the auditor. The pamphlet and website were examined by the auditor. Inmate interviews confirm awareness of the third party reporting capabilities.

### Standard 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)

**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 Enumclaw City Jail requires all staff to report immediately any knowledge, suspicion, or information they receive regarding sexual abuse or harassment that is alleged to have occurred in the facility. This is documented in both the PREA Policy 606 and the PREA training provided to staff. The training also covers incidents of retaliation and staff neglect of their responsibilities.

Staff members are prohibited from revealing any information related to a sexual abuse report to anyone other than those who have a need to know. Staff interviews indicate an awareness of the need to report any information they may receive concerning sexual abuse or harassment to their supervisor.

### Standard 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)

**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.**

Policy 606, PREA, addresses this standard. Specifically any employee, agency representative, volunteer or contractor who becomes aware of an incident of sexual abuse, sexual harassment or retaliation against inmates or staff shall immediately notify a supervisor who will forward the matter to a sexual abuse investigator. Staff members, volunteers and contractors receive training on the issue of reporting allegations of sexual abuse and harassment. Threats or allegations of sexual abuse and sexual harassment, regardless of the source, are documented and referred for investigation.

There have been no reports of sexual abuse or harassment at the Enumclaw City Jail in the past 12 months. Staff interviews indicate awareness to the importance of immediately reporting allegations of abuse and harassment. Compliance with this standard was verified through a review of the policy and staff interviews.

#### **Standard 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)

**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.**

Procedural guidelines state if there is an allegation that an inmate was sexually abused while he/she was confined at another facility, the Corrections Sergeant shall notify the head of that facility as soon as possible but no later than 72 hours after receiving the allegations. The Corrections Sergeant shall ensure that the notification has been documented.

Interviews conducted with the Agency Director indicated he was aware of the 72 hour window for reporting allegations to another facility. The Director indicated he would inform his Corrections Sergeant to make contact with the appropriate facility. In the past 12 months the Enumclaw City Jail has not received any allegations of sexual abuse.

#### **Standard 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)

**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 Enumclaw City Jail has procedures in place to respond to incidents of sexual abuse. Staff is expected to take immediate action to protect the safety of staff and inmates, separate the parties, preserve and protect the crime scene, request the victim not take any action that could destroy evidence, request the alleged abuser not take any action that could destroy evidence.

Staff training on first responder duties provides an extensive overview of the information in the PREA policy. If a non-security staff member is the first responder the policy stipulates the non-security staff member should request the victim not take any actions that could destroy evidence and notify a corrections officer. In addition, staff interviews indicate general knowledge of the first responder duties.

#### **Standard 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)

**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 Enumclaw City Jail has a written plan to coordinate actions taken in response to an incident of sexual abuse. It details the steps to take in response to a sexual assault and includes responsibilities among staff first responders, medical and mental health practitioners, and investigators. Interviews with the Corrections Sergeants (PREA Coordinator) confirmed knowledge of the procedure.

#### **Standard 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)

**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.**

RESOLUTION NO. 1495: A Resolution of the city of Enumclaw, King County, Washington, authorizing a collective bargaining agreement with the Police Officers Association, effective January 1, 2014 to December 31, 2016.

16.1 Subject to provisions of this Agreement, the Association recognizes the prerogatives of the Employer to operate and manage its affairs in all respects and in accordance with its responsibilities and powers and that the Employer reserves those rights concerned with the management and operation of the Police Department which include, but are not limited to the following:

16.1.2 To suspend, demote, discharge or take other disciplinary actions against employees only for just cause.

16.1.5 To take whatever actions are necessary in emergencies in order to assure the proper functions of the Department.

The Chief of Police, during his interview, indicated the agreement with the Union allows him to take immediate action to place an employee on administrative leave pending investigation for a serious allegation on any nature.

**Standard 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)

**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.**

Policy 606, PREA, specifically prohibits any type of retaliation toward any staff member or inmate who has reported sexual abuse or sexual harassment, or who has cooperated with such investigations. The Corrections Sergeant can authorize a supervisor to monitor any staff member or inmate who reports an incident of sexual abuse, assault or harassment for up to ninety days to determine if any retaliation has occurred due to reporting or cooperating.

Inmates who report allegations of sexual assault are reviewed by Corrections Sergeants who will work with the inmate to ensure they are housed in a safe environment. Monitoring may continue beyond 90 days if needed. The Correction Sergeant would take reasonable steps to limit the number of people with access to the names of individuals being monitored and would make reasonable efforts to ensure that staff members who pose a threat of retaliation are not entrusted with monitoring responsibilities.

**Standard 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)

**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 Enumclaw City Jail prohibits inmates at high risk for sexual victimization or who have alleged to have suffered sexual abuse to be placed in involuntary segregated housing unless an assessment of available alternatives has been made and it has been determined that there is no reasonably available alternative means of separation.

Inmates maybe held in involuntary protective custody for less than 24 hours while an assessment is completed. The Corrections Sergeant shall clearly document the basis for the concern for the inmate's safety and the reasons why no alternative means of separation can be arranged. The Corrections Sergeant will review such cases and determine appropriate housing for an inmate.

In the past 12 months no incidents of sexual abuse have occurred at the Enumclaw City Jail.

#### **Standard 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)

**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.**

Policy 606, PREA provides specific information concerning investigations. Section 606.7, indicates, an administrative investigation, criminal investigation or both shall be completed for all allegations of sexual abuse and sexual harassment. Administrative investigations shall include an effort to determine whether the staff's actions or inaction contributed to the abuse. Only investigators who have completed department-approved training on sexual abuse and sexual harassment investigation shall be assigned to investigate these cases. When practicable, an investigator of the same sex as the victim should be assigned to the case.

Sexual abuse and sexual harassment investigations should be conducted promptly and continuously until completed. Investigators should evaluate reports or threats of sexual abuse and sexual harassment without regard to an inmate's sexual orientation, sex or gender identity. Investigators are required to gather and preserve any physical evidence, interview alleged victims, suspects and witnesses; criminal histories are also reviewed. The credibility of the victim, suspect and witnesses are not determined by the person's status as inmate or staff. Investigators do not assume that any sexual activity among inmates is consensual. If the investigation is referred to another agency for investigation, the referral is documented. If criminal acts are identified as a result of the investigation, the case shall be presented to the appropriate prosecutor's office for filing charges.

Administrative investigations include information on staff actions and whether or not those actions contributed to  
PREA Audit Report

the abuse. Investigators are required to document the evidence and investigative facts and findings.

The Enumclaw City Jail retains all written reports and the departure of the alleged abuser or victim whether staff or inmate does not provide a basis for terminating the investigation. All investigations are completed. The addition to the policy statements listed above, the auditor reviewed Policy 112, Personnel Complaints, Policy 600, Investigation and Prosecution and Policy 608, Sexual Assault Investigations.

#### **Standard 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)

**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 Detective Sergeant was interviewed concerning the evidential standard for administrative investigation. His response to the standard of evidence was as follows: "The evidence standard for administrative investigation is a "preponderance of the evidence". The Detective Sergeant has received specialized training relevant to PREA; specifically "Investigating Sexual Abuse in a Confinement setting". Additionally the Detective Sergeant was interviewed and explained to the auditor in detail the steps to be taken during a PREA related investigation.

#### **Standard 115.73 Reporting to 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)

**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 Enumclaw City Jail PREA Policy 606.7.2 addresses this issue. The Corrections Sergeant is the designated staff member to inform a victim inmate whether an allegation has been substantiated, unsubstantiated or unfounded. If a staff member is the accused (unless the Department has determined that the allegation is unfounded), the inmate shall also be informed whenever: The staff member is no longer assigned to the inmate's unit or employed at the facility and whether or not the staff member has been indicted or convicted on a charge related to sexual abuse within the facility. If another inmate is the accused, the alleged victim is notified whenever the Department learns that the alleged abuser has been indicted or convicted on a charge related to sexual abuse within the facility.

All notifications are documented. There have been no substantiated or unsubstantiated complaints of sexual abuse

committed by a staff member against an inmate at the Enumclaw City Jail in the past 12 months.

#### **Standard 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)

**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.**

All employees of the Enumclaw City Police Department are subject to disciplinary sanctions, up to and including termination, for violating the City's Zero Tolerance stance against sexual abuse or sexual harassment. Termination is the presumptive disciplinary sanction for staff members who have engaged in sexual abuse.

Discipline involving an employee is commensurate with the nature and circumstances of the acts committed, the staff member's disciplinary history, and the sanctions imposed for comparable offenses by other staff with similar histories. All terminations for violations of sexual abuse or sexual harassment policies, or resignations by staff who would have been terminated if not for their resignation, is reported to the law enforcement agency that would handle any related investigation and to any relevant licensing bodies.

In the past 12 months no staff at the Enumclaw City Jail have been terminated or resigned for violating the agency sexual abuse or sexual harassment policies.

#### **Standard 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)

**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 Enumclaw City Jail requires that any contractor or volunteer who engages in sexual abuse is reported to the Detective Sergeant for investigation and to relevant licensing bodies. The policy further requires that any contractor or volunteer who engages in sexual abuse is prohibited from contact with inmates.

All contractors and volunteers are trained on the zero tolerance policy at the Enumclaw City Jail. They are provided information on the Policy Statement (606), that includes specific prohibitions such as sexual acts or contacts between an inmate and a staff member, contractor, or volunteer, even when no objections are raised by

either party, are always forbidden and illegal. In addition they are informed that abusive behavior, sexual behavior between staff and inmates is always the staff member's, contractors, or volunteer's responsibility.

Contractors and Volunteers are provided information on reporting requirements. Specifically, any contractor, or volunteer, who receives information concerning a staff member, contractor, or volunteer on inmate sexual misconduct, or who observes an incident of a staff member, contractor, or volunteer on inmate sexual misconduct, or has reasonable cause to suspect an inmate is the victim of sexual misconduct, must immediately report the information or incident directly to their immediate supervisor or any on duty employee of the Enumclaw Police Department.

Any staff member, contractor, or volunteer that fails to report an allegation, or coerces or threatens another person to submit inaccurate, incomplete, or untruthful information with the intent to alter a report may face disciplinary action, up to and including dismissal and/or denial of entry into the facility.

There have been no contractors or volunteers at the Enumclaw City Jail who violated the provisions of this policy in the past 12 months.

#### **Standard 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)

**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 Enumclaw City Jail has not issued any disciplinary sanctions to inmates as a result of sexual conduct with other inmates or staff. There has not been any substantiated cases of inmates engaging in sex with other inmates. Consensual sex between inmates is prohibited. Inmates that sexually abuse or harass staff are disciplined.

There are no reported cases of inmates at the Enumclaw City Jail sexually abusing or harassing staff in the past 12 months. Inmates who make allegations in good faith are not disciplined if the investigation fails to establish sufficient evidence.

An interview with the Detective Sergeant confirms compliance with this standard. The facility will contact KCSARC concerning counseling designed to address and correct the underlying reasons for motivations for abuse. The KCSARC will provide information to the offending inmate so that he or she could seek assistance. The KCSARC does not directly provide assistance to the perpetrators, they would recommend them to another agency and would recommend legal advocates.

#### **Standard 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)

**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.**

All inmates at the Enumclaw City Jail who have disclosed any prior sexual victimization during the intake process or subsequent to their arrival are offered a follow-up meeting with a medical practitioner. This follow-up occurs within 14 days of intake. Any information pertaining to victimization or predatory behavior is limited to a need to know basis. Jail staff are informed for the purpose of security and housing. An interview with the PREA Coordinator confirms compliance to this standard.

In addition the Contract Medical Doctor was interviewed during the audit. Her scope of duties include seeing inmates on a weekly basis that request to be seen by a Doctor. For the most part she will examine an inmate for routine medical care. If an inmate discloses any prior sexual victimization during the intake process she is informed of this information and takes appropriate action as deemed medically necessary during her examination of the inmate. The Medical Doctor indicated she will always see an inmate within 14 days of intake.

#### **Standard 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)

**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.**

When possible examinations are performed by Sexual Assault Forensic Examiners (SAFEs) or Sexual Assault Nurse Examiners (SANEs). If SAFEs or SANEs are not available, the examination will be performed by other qualified medical practitioners. Sexual Assault Nurse Examiners are available at Good Samaritan Hospital in Puyallup, WA and at St. Elizabeth Hospital in Enumclaw, WA.

A victim advocate, will accompany the victim through the forensic medical examination process and investigatory interviews. Provisions will be made for testing the victim for sexually transmitted diseases. Counseling for the treatment of sexually transmitted diseases, if appropriate, is provided. Victims are offered information about, and given access to, emergency contraception and sexually transmitted infections prophylaxis and follow-up for sexually transmitted diseases. Victims of sexually abusive vaginal penetration while incarcerated will be offered pregnancy tests. If pregnancy results, such victims shall receive comprehensive information about, and access to, all lawful pregnancy-related medical services.

Victims will be provided with follow-up services, treatment plans and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities or release from custody Treatment services is provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any

investigation arising out of the incident.

Interviews with the Deputy Director of KCSARC, the PREA Coordinator and the contract Medical Doctor confirm compliance with this standard.

**Standard 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)

**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.**

Enumclaw City Jail offers medical or mental health evaluations to inmates who have been victimized by sexual abuse in any prison or jail. All inmates who have reported sexual victimization are provided with contact information for the King County Sexual Assault Response Center.

Victims of sexually abusive vaginal penetration while incarcerated will be offered pregnancy tests. If pregnancy results, such victims shall receive comprehensive information about, and access to, all lawful pregnancy-related medical services. Victims will be provided with follow-up services, treatment plans and, when necessary, referrals for continued care following their transfer to, or placement in, other facilities or release from custody.

Treatment services is provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.

**Standard 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)

**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.**

Staff interviews confirmed that at the conclusion of an investigation of sexual abuse there is a review by the Enumclaw City Jail management staff. The PREA Coordinator, Detective Sergeant, and Chief of Police participate in the meeting. Meetings are held within 30 days of the conclusion of a sexual abuse investigation.

Policy 606, PREA, Section 606.12 details the requirements of the review team.

### Standard 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)

**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 Enumclaw City Jail collects uniform data for allegations of sexual abuse. The data is collected annually and conforms to the most recent version of the Survey of Sexual Violence. The Enumclaw City Jail provided the Bureau of Justice Statistics with data from the previous calendar year.

The Auditor reviewed both the annual PREA Report and the Survey of Sexual Violence submitted to the Bureau of Justice Statistics.

### Standard 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)

**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 Enumclaw City Jail conducts an annual review of collected and aggregated incident-based sexual abuse data. The purpose of these reviews is to assess and improve the effectiveness of sexual abuse prevention, detection and response policies, practices and training by: identifying problem areas; recommending corrective actions; comparing current annual data and corrective actions with those from prior years and assessing the department's progress in addressing sexual abuse. The reports are approved by the Corrections Sergeant and made available on the department website.

The report is available to the public through the department website. All personal identifiers are removed from the report.

### Standard 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)

**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.**


Data is strictly controlled by Enumclaw City Jail. The PREA Coordinator and the Chief of Police have authority to view the files and data. The data provided to the Public does not contain any personal identifiers. The data is available through the Department’s website.

The Enumclaw City Jail follows the RCW rules governing the destruction of Public Records, which states the records must be six or more years old. The RCW requires records pertaining to violent sexual assaults be sent electronically to the Washington association of sheriffs and police chiefs for permanent electronic retention and retrieval. The Washington association of sheriffs and police chiefs shall be permitted to destroy both the paper copy and electronic record of any offender verified as deceased. Any record transferred to the Washington association of sheriffs and police chiefs ...shall be deemed to no longer constitute a public record. Such records shall be disseminated only to criminal justice agencies.

**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 inmate or staff member, except where the names of administrative personnel are specifically requested in the report template.

Robert J. Palmquist   
Auditor Signature

April 19, 2016  
Date