



May 29, 2008

MEMORANDUM FOR: Gary E. Mead, Acting Director  
Office of Detention and Removal Operations

FROM: [redacted] [redacted] *jm*  
Reviewer-In-Charge

SUBJECT: Guadalupe County Adult Detention Center  
Annual Detention Review

Creative Corrections conducted the Annual Detention Review (ADR) of the Guadalupe County Adult Detention Center, located in Seguin, Texas, on May 22-23, 2008. The facility has an Intergovernmental Service Agreement (IGSA) with Immigration Customs Enforcement (ICE). As noted on the attached documents, my team of Subject Matter Experts (SME) included: [redacted] SME for Health Services; [redacted] SME for Environmental Health and Safety; [redacted] SME for Food Service; and [redacted] SME for Security.

A review closeout was conducted on Friday, May 23, 2008 with the following staff present: Arnold Zwicke; Sheriff, [redacted] Jail Administrator, [redacted] Lieutenant of Operations and [redacted], Immigration Enforcement Agent. During the closeout all deficiencies, observations, and recommendation were discussed.

**Type of Review:**

This review is a scheduled Detention Standard Review to determine general compliance with established ICE National Detention Standards for facilities used under 72 hours.

**Review Summary:**

The facility is not accredited by the American Correctional Association (ACA), the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) or the National Commission on Correctional Health Care (NCCHC).

**Standards Compliance:**

The following information summarizes the standards reviewed and the overall compliance for this annual review.

| <u>May 23-24, 2008</u> | <u>Review</u> |
|------------------------|---------------|
| Compliant              | 27            |
| Deficient              | 0             |
| At-Risk                | 0             |
| Non-Applicable         | 1             |

## **RIC Observations**

### **Environmental Health and Safety:**

Spray bottles should replace aerosol cans throughout the facility. Corrosive chemicals in the food service storage room are secured but should be inventoried. All hazardous chemicals should be controlled with general safety and security in mind.

### **Recommended Rating and Justification**

It is the Reviewer-in-Charge (RIC) recommendation, the facility receive a rating of "Acceptable" based on the overall operation of the facility.

Sheriff Arnold Zwicke and his staff at this facility are sincerely committed to continuing a working relationship with ICE. Staff showed genuine interest in corrective action and took initiative when able.

### **RIC Assurance Statement**

All findings of this review have been documented on the Detention Review Worksheet attached and are supported by the written documentation contained in the review file.



# DETENTION FACILITY INSPECTION FORM

FACILITIES USED LESS THAN 72 HOURS

**A. TYPE OF FACILITY REVIEWED**

|                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/>            | ICE Service Processing Center           |
| <input type="checkbox"/>            | ICE Contract Detention Facility         |
| <input checked="" type="checkbox"/> | ICE Intergovernmental Service Agreement |

**B. CURRENT INSPECTION**

|                                     |               |
|-------------------------------------|---------------|
| Type of Inspection                  |               |
| <input type="checkbox"/>            | Field Office  |
| <input checked="" type="checkbox"/> | HQ Inspection |
| Date[s] of Facility Review          |               |
| May 22-23, 2008                     |               |

**C. PREVIOUS/MOST RECENT FACILITY REVIEW**

|                                 |            |
|---------------------------------|------------|
| Date[s] of Last Facility Review |            |
| No previous inspection.         |            |
| Previous Rating                 |            |
| <input type="checkbox"/>        | Superior   |
| <input type="checkbox"/>        | Good       |
| <input type="checkbox"/>        | Acceptable |
| <input type="checkbox"/>        | Deficient  |
| <input type="checkbox"/>        | At-Risk    |

**D. NAME AND LOCATION OF FACILITY**

|   |  |
|---|--|
| Name  |  |
| Guadalupe County Adult Detention Center   |  |
| Address   |  |
| 2611 N. Guadalupe Street  |  |
| City, State and Zip Code  |  |
| Seguin, Texas 78155   |  |
| County  |  |
| Guadalupe County  |  |
| Name and Title of Chief Executive Officer<br>(Warden/OIC/Superintendent)  |  |
| Arnold S. Zwicke, Sheriff and <span style="background-color: gray; color: gray;">b6,b7c</span> , Jail Administrator |  |
| Telephone Number (Include Area Code)  |  |
| (830) <span style="background-color: gray; color: gray;">b6,b7c</span>  |  |
| Field Office / Sub-Office (List Office with Oversight)  |  |
| San Antonio, Texas  |  |
| Distance from Field Office  |  |
| 40 miles  |  |

**E. ICE INFORMATION**

|  |  |
|--|--|
| Name of Inspector (Last Name, Title and Duty Station)  |  |
| <span style="background-color: gray; color: gray;">b6,b7c</span> Reviewer-In-Charge / Administration     |  |
| Name of Team Member / Title / Duty Location  |  |
| <span style="background-color: gray; color: gray;">b6,b7c</span> / SME / Security and Control            |  |
| Name of Team Member / Title / Duty Location  |  |
| <span style="background-color: gray; color: gray;">b6</span> / SME / Health Services                     |  |
| Name of Team Member / Title / Duty Location  |  |
| <span style="background-color: gray; color: gray;">b6,b7c</span> / SME / Environmental Health and Safety |  |
| Name of Team Member / Title / Duty Location  |  |
| <span style="background-color: gray; color: gray;">b6</span> / SME / Food Service                        |  |
| Name of Team Member / Title / Duty Location  |  |
| / /  |  |

**F. CDF/IGSA INFORMATION ONLY**

|                  |                          |
|------------------|--------------------------|
| Contract Number  | Date of Contract or IGSA |
| USMS J-D80-M-126 | April 1, 1985            |

|   |
|---|
| Basic Rates per Man-Day                       |
| \$40.00/day                                   |
| Other Charges: (If None, Indicate N/A)        |
| ; ; ; <input checked="" type="checkbox"/> N/A |
| Estimated Man-days per Year                   |
| Not Available                                 |

**G. ACCREDITATION CERTIFICATES  N/A**

|   |
|---|
| List all State or National Accreditation[s] received: |
| Texas Commission On Jail Standards                    |

**H. PROBLEMS / COMPLAINTS (COPIES MUST BE ATTACHED)**

|   |                      |
|---|----------------------|
| The Facility is under Court Order or Class Action Finding |                      |
| <input type="checkbox"/>                                  | Court Order          |
| <input type="checkbox"/>                                  | Class Action Finding |
| The Facility has Significant Litigation Pending           |                      |
| <input type="checkbox"/>                                  | Major Litigation     |
| <input type="checkbox"/>                                  | Life/Safety Issues   |
| <input checked="" type="checkbox"/>                       | None                 |

**I. FACILITY HISTORY**

|   |                                    |
|---|------------------------------------|
| Date Built                              |                                    |
| June 2001                               |                                    |
| Date Last Remodeled or Upgraded         |                                    |
| June 2001                               |                                    |
| Date New Construction / Bed Space Added |                                    |
| N/A                                     |                                    |
| Future Construction Planned             |                                    |
| <input checked="" type="checkbox"/>     | Yes                                |
| <input type="checkbox"/>                | No                                 |
| Date: 2009                              |                                    |
| Current Bed space                       | Future Bed Space (# New Beds only) |
| 504                                     | Number: None Date:                 |

**J. TOTAL FACILITY POPULATION**

|  |
|--|
| Total Facility Intake for Previous 12 months |
| 7940   |
| Total ICE Man Days for Previous 12 months    |
| 0  |

**K. CLASSIFICATION LEVEL (ICE SPCs AND CDFs ONLY)**

|              | L-1 | L-2 | L-3 |
|--------------|-----|-----|-----|
| Adult Male   | N/A | N/A | N/A |
| Adult Female | N/A | N/A | N/A |

**L. FACILITY CAPACITY**

|              | Rated | Operational | Emergency |
|--------------|-------|-------------|-----------|
| Adult Male   | 500   | 404         | N/A       |
| Adult Female | 100   | 100         | N/A       |

Facility Holds Juveniles Offenders 16 and Older as Adults

**M. AVERAGE DAILY POPULATION**

|              | ICE | USMS | Other |
|--------------|-----|------|-------|
| Adult Male   | 0   | 67   | 30    |
| Adult Female | 0   | 9    | 7     |

**N. FACILITY STAFFING LEVEL**

|  |          |
|--|----------|
| Security:  | Support: |
| <span style="background-color: gray; color: gray;">b2High</span> |          |

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## SIGNIFICANT INCIDENT SUMMARY WORKSHEET

In order for Creative Corrections to complete its review of your facility, you must complete the following worksheet prior to your scheduled review dates. This worksheet must contain data for the past twelve months. We will use this worksheet in conjunction with the ICE Detention Standards to assess your detention operations with regard to the needs of ICE and its detainee population. Failure to complete this worksheet will result in a delay in processing this report, and may result in a reduction or removal of ICE detainees from your facility.

| INCIDENTS  | DESCRIPTION  | Jan – Mar   | Apr – Jun   | Jul – Sep   | Oct – Dec   |
|--|--|-------------|-------------|-------------|-------------|
| Assault:<br>Offenders on<br>Offenders <sup>1</sup>                             | Types (Sexual <sup>2</sup> , Physical, etc.)                                 | Physical    | Physical    | Physical    | Physical    |
|  | With Weapon  | 0           | 0           | 0           | 0           |
|  | Without Weapon   | 14          | 12          | 12          | 12          |
| Assault:<br>Detainee on<br>Staff   | Types (Sexual Physical, etc.)  | Physical    | Physical    | Physical    | Physical    |
|  | With Weapon  | 0           | 0           | 0           | 0           |
|  | Without Weapon   | 2           | 1           | 0           | 1           |
| Number of Forced Moves, incl.<br>Forced Cell Moves <sup>3</sup>                |  | Unavailable | Unavailable | Unavailable | Unavailable |
| Disturbances <sup>4</sup>  |  | Unavailable | Unavailable | Unavailable | Unavailable |
| Number of Times Chemical<br>Agents Used  |  | 0           | 0           | 0           | 0           |
| Number of Times Special<br>Reaction Team Deployed/Used                         |  | 63          | 41          | 47          | 70          |
| # Times Four/Five Point<br>Restraints Applied/Used                             | Number/Reason (M=Medical,<br>V=Violent Behavior, O=Other)                    | Unavailable | Unavailable | Unavailable | Unavailable |
|  | Type (C=Chair, B=Bed,<br>BB=Board, O=Other)                                  | Unavailable | Unavailable | Unavailable | Unavailable |
| Offender / Detainee Medical<br>Referrals as a Result of Injuries<br>Sustained. |  | Unavailable | Unavailable | Unavailable | Unavailable |
| Escapes  | Attempted  | 0           | 0           | 0           | 0           |
|  | Actual   | 0           | 0           | 0           | 0           |
| Grievances:  | # Received   | 74          | 158         | 198         | 88          |
|  | # Resolved in Favor of<br>Offender/Detainee                                  | Unavailable | Unavailable | Unavailable | Unavailable |
| Deaths   | Reason (V=Violent, I=Illness,<br>S=Suicide, A=Attempted<br>Suicide, O=Other) | 0           | 0           | 0           | 0           |
|  | Number   | 0           | 0           | 0           | 0           |
| Psychiatric / Medical Referrals  | # Medical Cases Referred for<br>Outside Care                                 | 4           | 5           | 4           | 5           |
|  | # Psychiatric Cases Referred<br>for Outside Care                             | 1           | 0           | 0           | 2           |

<sup>1</sup> Any attempted physical contact or physical contact that involves two or more offenders

<sup>2</sup> Oral, anal or vaginal penetration or attempted penetration involving at least 2 parties, whether it is consenting or non-consenting

<sup>3</sup> Routine transportation of detainees/offenders is not considered "forced"

<sup>4</sup> Any incident that involves four or more detainees/offenders, includes gang fights, organized multiple hunger strikes, work stoppages, hostage situations, major fires, or other large scale incidents.

## DHS/ICE DETENTION STANDARDS REVIEW SUMMARY REPORT

| 1. ACCEPTABLE   | 2. DEFICIENT                        | 3. AT-RISK               | 4. REPEAT FINDING        | 5. NOT APPLICABLE        |                          |                          |                          |                          |                                     |
|---|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|
| <b>LEGAL ACCESS STANDARDS</b>                             |                                     |                          |                          |                          | 1.                       | 2.                       | 3.                       | 4.                       | 5.                                  |
| 1. Visitation   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 2. Telephone Access                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| <b>DETAINEE SERVICES</b>                                  |                                     |                          |                          |                          |                          |                          |                          |                          |                                     |
| 3. Admission and Release                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 4. Classification System                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 5. Detainee Handbook                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 6. Food Service   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 7. Funds and Personal Property                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 8. Detainee Grievance Procedures                          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 9. Issuance and Exchange of Clothing, Bedding, and Towels | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 10. Religious Practices                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| <b>HEALTH SERVICES</b>                                    |                                     |                          |                          |                          |                          |                          |                          |                          |                                     |
| 11. Medical Care  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 12. Suicide Prevention and Intervention                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| <b>SECURITY AND CONTROL</b>                               |                                     |                          |                          |                          |                          |                          |                          |                          |                                     |
| 13. Contraband  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 14. Detention Files                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 15. Disciplinary Policy                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 16. Emergency Plans                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 17. Environmental Health and Safety                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 18. Hold Rooms in Detention Facilities                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 19. Key and Lock Control                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 20. Population Counts                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 21. Security Inspections                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 22. Special Management Units (Administrative Detention)   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 23. Special Management Units (Disciplinary Segregation)   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 24. Tool Control  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 25. Transportation (Land management)                      | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 26. Use of Force  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 27. Staff / Detainee Communication (Added August 2003)    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| 28. Detainee Transfer (Added September 2004)              | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |

**ALL FINDINGS OF DEFICIENT AND AT-RISK REQUIRE WRITTEN COMMENT DESCRIBING THE FINDING AND WHAT IS NECESSARY TO REACH COMPLIANCE.**

## RIC REVIEW ASSURANCE STATEMENT

By signing below, the Reviewer-In-Charge (RIC) certifies that:

All findings of non-compliance with policy or inadequate controls, and findings of noteworthy accomplishments, contained in this Inspection Report, are supported by evidence that is sufficient and reliable; and  
 Within the scope of this review, the facility is operating in accordance with applicable law and policy, and property and resources are being efficiently utilized and adequately safeguarded, except for any deficiencies noted in the report.

### REVIEWER-IN-CHARGE

|   |  |
|---|--|
| Reviewer-In-Charge: (Print Name)<br><div style="background-color: gray; color: white; padding: 2px;">b6,b7c</div> | Signature<br><div style="background-color: gray; color: white; padding: 2px;">b6,b7c</div> |
| Title & Duty Location   | Date<br>May 23, 2008   |
| Reviewer-In-Charge  |  |

### TEAM MEMBERS

|  |  |
|--|--|
| Print Name, Title, & Duty Location<br><div style="background-color: gray; color: white; padding: 2px;">b6,b7c</div> SME- Security and Control            | Print Name, Title, & Duty Location<br><div style="background-color: gray; color: white; padding: 2px;">b6</div> SME- Health Services |
| Print Name, Title, & Duty Location<br><div style="background-color: gray; color: white; padding: 2px;">b6,b7c</div> SME- Enviornmental Health and Safety | Print Name, Title, & Duty Location<br><div style="background-color: gray; color: white; padding: 2px;">b6</div> SME- Food Service    |

- RECOMMENDED RATING:**
- SUPERIOR
  - GOOD
  - ACCEPTABLE
  - DEFICIENT
  - AT-RISK

**COMMENTS:**

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# MANAGEMENT REVIEW

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|                         |
|-------------------------|
| <b>Review Authority</b> |
|-------------------------|

The signature below constitutes review of this report and acceptance by the Review Authority. **OIC/CEO will have 30 days from receipt of this report to respond to all findings and recommendations.**

|   |                            |
|---|----------------------------|
| <b>HQDRO MANAGEMENT REVIEW: (Please Print Name)</b><br>b6,b7c     | <i>Signature</i><br>b6,b7c |
| <b>Title</b><br>Acting Chief, Detention Standards Compliance Unit | <b>Date</b><br>7/11/08     |

- Final Rating:**
- Superior**
  - Good**
  - Acceptable**
  - Deficient**
  - At-Risk**

**Comments:** The Review Authority concurs with the recommended rating of "Acceptable". No Plan of Action is required. This review is closed.

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