



Commission of  
Correction

ALLEN RILEY  
Chairman

THOMAS J. LOUGHREN  
Commissioner

September 11, 2018

Sheriff Gary W. Howard  
Tioga County Sheriff's Office  
103 Corporate Drive  
Owego, New York 13827

**RE: 2018 Minimum Standard Evaluation at the  
Tioga County Jail**

Dear Sheriff Howard:

An evaluation of the Tioga County Jail was conducted by Commission staff member(s) Chester Martinez on June 18 – 23, 2018. The following Standards were evaluated: Part 7003, Security and Supervision; Part 7006, Discipline; Part 7008, Visitation; Part 7009, Food Services; Part 7015, Sanitation; Part 7017, Personnel Standards; Part 7023 Access to Media; Part 7026, Printed Materials and Publications, Part 7032, Grievance Program; and Part 7063, Chemical Agents.

Findings based upon Commission staff's compliance assessment of the above standard elements are outlined in the attached report. These findings were brought to attention of yourself and Jail Administrator [REDACTED] at an exit interview that took place at the conclusion of the evaluation.

In accordance with Section 46(1) of Correction Law, a response to this evaluation is required and is requested by no later than October 12, 2018. Such response shall include actions taken or to be taken to address the findings contained within this report.

Please be advised that subsequent follow-up visits from this office may be unannounced. I would like to take the opportunity to thank you and your staff for the courtesy and cooperation extended to my staff during the visit.

Sincerely,

Allen Riley  
Chairman

cc: [REDACTED] Jail Administrator

**MINIMUM STANDARD EVALUATION  
TIOGA COUNTY JAIL  
JUNE 2018**

Below are the results of Commission staff's evaluation of the Tioga County Jail.

**Part 7003 Security and Supervision**

Section 7003.3(j), Additional Supervision (Constant watch)

Findings: Upon reviewing the *additional supervision* log, Commission staff noted that the facility has a blanket practice in which inmates placed on constant supervision are also placed in a behavior modification suit (smock). The facility cannot maintain such blanket policy, as any decision to place an inmate in a smock must be justified.

**Action Required**

**Pursuant to Chairman's Memorandum No. 8-2007, "when inmates are placed under the constant supervision of correctional staff that can immediately intervene, the need to deprive every such inmate of their clothing is not warranted".**

**The facility shall develop a policy and procedure detailing the specific criteria for issuance of suicide prevention smocks. Such policy shall include, but not be limited to:**

- 1. the reason for clothing substitution by an alternative garment (smock);**
- 2. the name of the medical/mental health person ordering the use of the smock;**
- 3. the duration of time that the individual will wear the smock;**
- 4. the evaluation of inmates on a daily basis when wearing the smock;**
- 5. a list of who may order the use of, or discontinuance of, a smock.**

**Upon completion of such policy and procedures, please submit a copy to the Commission for review.**

**Part 7006 Discipline**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7008 Visitation**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7009 Food Service**

Section 7009.2, Nutritional Adequacy

Findings: Pursuant to Section 7009.6 (b), *"the person responsible for the supervision of the food service program shall establish policies and procedures designed to ensure that the food is served at proper temperatures"*. During this evaluation Commission staff noted that food service personnel were not documenting the temperatures of the hot meals prior to its departure from the kitchen area.

**Action Required**

**The facility shall take corrective action to ensure compliance with this requirement and have such documentation available for Commission staff review.**

**Part 7015 Sanitation**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7017 Personnel Standards**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7023 Access to Media**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7026 Printed Material and Publications**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7032 Grievances**

Findings: Commission staff found no violations while reviewing this Part.

**Part 7063 Chemical Agents**

Findings: Commission staff found no violations while reviewing this Part.