

EXECUTIVE DIGEST

COLDWATER CORRECTIONAL FACILITIES

INTRODUCTION

This report, issued in December 1997, contains the results of our performance audit* of the Coldwater Correctional Facilities (CCF), Department of Corrections (DOC).

AUDIT PURPOSE

This performance audit was conducted as part of the constitutional responsibility of the Office of the Auditor General. Performance audits are conducted on a priority basis related to the potential for improving effectiveness* and efficiency*.

BACKGROUND

CCF includes the Florence Crane Women's Facility (FCWF) and the Lakeland Correctional Facility (LCF). These facilities are under the jurisdiction of DOC and are physically separate with a warden as the chief administrative officer for each facility. The DOC director appoints the wardens, who are classified under the State civil service system.

The two facilities have one administrative officer for the areas of administrative services, personnel, physical plant, food service, fire safety, and waste program.

The mission* of the facilities is to protect society by providing a safe, secure, and humane environment for staff and prisoners. FCWF, opened in April 1985, is a

level II medium security* facility for females and has a capacity of 460 prisoners. LCF, opened in December 1985, has a capacity of 480 level I minimum security* and 720 level II medium security male prisoners.

FCWF had appropriations of approximately \$14.0 million for fiscal year 1996-97 and, as of March 31, 1997, had 207 employees. LCF had appropriations of approximately \$20.5 million for fiscal year 1996-97 and, as of March 31, 1997, had 309 employees.

**AUDIT OBJECTIVES,
CONCLUSIONS, AND
NOTEWORTHY
ACCOMPLISHMENTS**

Audit Objective: To assess the effectiveness of CCF's safety and security operations.

Conclusion: We concluded that CCF was generally effective in its safety and security operations. However, we noted reportable conditions* related to prisoner searches, tool inventory records, firearms inventory, gate manifests*, the self-contained breathing apparatus (SCBA) squad, and fire safety inspections (Findings 1 through 6).

Audit Objective: To assess the effectiveness and efficiency of selected CCF operations.

Conclusion: We concluded that selected CCF operations were generally effective and efficient. However, we noted reportable conditions related to prisoner reimbursement costs, warehouse inventory, emergency power supply, preventive maintenance, medical clearance for food service workers, prisoner store inventory, and the community liaison committee (Findings 7 through 13).

Noteworthy Accomplishments: Both FCWF and LCF have been accredited by the Commission on Accreditation for Corrections of the American Correctional Association.

**AUDIT SCOPE AND
METHODOLOGY**

Our audit scope was to examine the program and other records of the Coldwater Correctional Facilities. Our audit was conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States and, accordingly, included such tests of the records and such other auditing procedures as we considered necessary in the circumstances.

Our methodology included testing of records for the period October 1, 1994 through March 31, 1997. Our methodology also included a preliminary survey of CCF operations. This included discussions with various CCF personnel regarding their functions and responsibilities; tests of program records; and a review of directives, policies and procedures, reports, and other reference materials to gain an understanding of facility activities. We conducted tests of records related to safety and security, prisoner care, and preventive maintenance activities for compliance with applicable policies and procedures and overall program effectiveness and efficiency.

In addition, we developed a survey (see supplemental information) requesting input from certain individuals and businesses regarding their association with the facilities.

**AGENCY RESPONSES
AND PRIOR AUDIT
FOLLOW-UP**

Our report contains 13 findings and 14 recommendations. CCF indicated that it has either complied with or has taken steps to comply with all the recommendations.

CCF had complied with all 28 prior audit recommendations relating to both FCWF and LCF.