

STATE OF ILLINOIS  
DEPARTMENT OF CORRECTIONS  
OFFICE OF JAIL AND DETENTION STANDARDS  
P.O. Box 19277  
Springfield, Illinois 62794-9277  
217/558-2200, extension 4212  
Fax Number: 217/522-3906

**MUNICIPAL JAIL AND LOCKUP INSPECTION REPORT**

Date: March 15, 2017

City: Glendale Heights

County: Dupage

Mayor: Linda Jackson

Chief of Police: Douglas R. Flint

Phone Number: 630/260-6000

Address: 300 Civic Center Plaza Glendale Heights, IL Zip Code: 60139

City or Village Clerk: Marie Schmidt

Address: 300 Civic Center Plaza Glendale Heights, IL Zip Code: 60139

Date of Construction: 1984

Date of Renovation: 2012

Total Capacity:	6	Men: 3	Women: 1	Juv. Male: 1	Juv. Female: 1
Population on Inspection Date:	0	Men: 0	Women: 0	Juv. Male: 0	Juv. Female: 0
Number of Cells:	3	Single: 3	Double: 0	Detention Rooms: 3	Other: (1) Mass Cell
Employees specifically assigned full-time duties:		Male: 0	Female: 0		
Employees assigned part time jail duties:		Male: 0	Female: 0		
Non-jail staff persons performing jail duties:		Male: 0	Female: 6		

**720.20 LEGAL RIGHTS OF ACCUSED**

	<b>YES</b>	<b>N/A</b>	<b>NO</b>
1. Is the right of a detainee to remain silent protected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are employees prohibited from obtaining unlawful statements, admissions, or confessions from detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are all detainees treated humanely and provided food, shelter and, if required, medical treatment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are detainees given an opportunity to make telephone calls to an attorney and/or family member within the first hour of custody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. If a detainee is transferred, is the right to communicate with an attorney and/or family member renewed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are detainees allowed to consult privately with an attorney?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. If a detainee is to be transferred beyond the limits of Illinois, is the detainee entitled to a reasonable delay to obtain legal counsel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are Notices of Rights in the English language posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.25 ADMINISTRATION**

	YES	N/A	NO
1. Are all jail officers and persons assigned jail duties trained and oriented in jail procedures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Does the training include security measures, special incidents, and suicide prevention?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Does the training include identification and management of mentally impaired detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Does the training include CPR and first aid?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is staff training, familiarization, and orientation documented in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are jail officers and other persons assigned jail duties familiarized with the <i>Illinois Municipal Jail and Lockup Standards</i> ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Is the familiarization documented in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Has a jail operational manual been published?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Is it current?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Is it accessible to each jail staff person?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Does the manual include procedures for fires, riots, escapes, hostage situations, major disturbances, use of chemical agents, medical emergencies, suicide prevention and intervention, bomb threats, severe weather, and natural disasters?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is there a comprehensive written duty description of each operational jail position?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are jail staff persons familiarized with the written post description, prior to assuming the post?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are administrative records maintained and available for inspection by the Jail and Detention Standards Unit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are discrimination and harassment of employees and detainees prohibited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are there sufficient personnel to provide adequate supervision of detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Is there an officer or qualified staff, awake and alert, on continuous duty in the jail when detainees are confined?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are detainees supervised by a person of the same sex, when feasible, during personal hygiene activities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Are persons who are seriously ill or unconscious examined by a jail physician or designated physician prior to being admitted to the jail?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are detainees removed from the jail to a hospital upon the recommendation of a jail physician or designated physician?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are written records of all physician visits, exams, and treatment maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Is a written log of detainee medication maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Does the medication log contain the name of the detainee, the name of the employee providing medication, date and time the medication was provided, and the type and amount of medication provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Does the Chief of Police determine what personal property a detainee may possess?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are receipts issued for personal property that is confiscated or taken?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	N/A	NO
b. Is personal property returned and receipts obtained upon the detainee's release?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b><u>720.30 USE OF JAILS</u></b>			
1. Are detainees held a maximum of 48 hours, except when detention occurs during a weekend or holiday?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are minors under 16 years of age prohibited from confinement or secure detention?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are minors under 17 years of age kept separate from adults while securely detained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are all minors prohibited from being securely detained or confined for more than 6 hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are detainees with a history of mental disorder or defect, or showing evidence of such condition detained temporarily until transferred?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are such detainees afforded appropriate supervision until transferred?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are appropriate authorities notified of such detainees prior to transfer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b><u>720.40 MINIMUM PHYSICAL STANDARDS</u></b>			
1. Does the building where the jail is located conform to building, fire, safety, and health requirements of local, State, and federal authorities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the building well lighted to provide at least 20 foot candles at 30" above the floor in the detention area and other parts of the jail?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are the building and detention area heated and cooled according to the season to maintain temperatures within the normal comfort zone? (67–85 degrees)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Does the system eliminate disagreeable odors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Do the building and detention areas have electrical conduits, fixtures, switches, and outlets that are inaccessible to detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are the fixtures and wiring of tamper proof construction?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are all exterior windows in the detention area security screened or barred?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Are exterior windows that can be opened insect screened?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b><u>720.50 CELL AND DETENTION ROOM</u></b>			
1. Are male and female detainees completely segregated from each other?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Do confinement areas prevent physical, visual, and auditory contact between male and female detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are juveniles confined or securely detained in areas separate from adults?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are minors under 17 years of age confined or securely detained in cells or detention rooms?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are minors under 16 years of age prohibited from confinement or secure detention in cells?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Does each cell floor measure at least 50 square feet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does each detention room floor measure at least 64 square feet?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are cells and detention rooms designated single occupancy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	N/A	NO
a. Is multiple occupancy prohibited unless all cells are in use? (No more than two detainees may be housed in a single cell or detention room.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is each cell and detention room equipped with:			
a. A rigidly constructed metal bed, with a solid or perforated steel bottom, anchored to the floor or wall, if detention exceeds eight hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. A metal bench, if detention is eight hours or less?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. A washbasin with piped hot and cold water, if detention exceeds eight hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. Access to a washbasin with cold water, contiguous to cells or detention rooms, if detention is eight hours or less?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. A toilet, if detention exceeds eight hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. Access to toilet facilities, contiguous to cells or detention rooms, if detention is eight hours or less?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. A security light fixture?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1. Does it provide sufficient lighting for distinct visual supervision from the cell door?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. If light fixtures are installed in the inspection corridors, are they inaccessible to detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are cells or detention rooms constructed of fire-retardant material?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. If cells or detention rooms are located in a basement, are they adjacent to the office of the jailer responsible for supervision?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Is the area provided with adequate light, heat, and forced-air ventilation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are all requirements of a physical nature complied with?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Has the Illinois Department of Corrections previously given any written approvals for architectural plans of new construction or remodeling?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. If yes, has the construction or remodeling been initiated within one year of the approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Has the Director of the Illinois Department of Corrections granted any variances to the physical requirements of the standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. If yes, the expiration date of the variance is <u>N/A</u> .			
b. If yes, is the variance approval in writing?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. If yes, is the variance currently in place a renewal of a previous variance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**720.60 SUPERVISION**

1. Are there sufficient jail officers or qualified staff present in the jail to provide adequate supervision?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. If radio operators are used for detainee supervision, is the arrangement satisfactory?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is a visual check by personal inspection of each detainee conducted at least once every 30 minutes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are continuous audio and visual checks conducted with an approved monitoring device?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are the checks logged in ink or recorded by a mechanical device?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	N/A	NO
c. Do the records indicate time of check and signature of a responsible person?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Do the records include any relevant remarks?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are physical restraints used only to prohibit detainees from injuring themselves or others, or from damaging or destroying property?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. If restraints are applied, is there written documentation of the time, date, and purpose for the use of restraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are persons placed in therapeutic restraints monitored as recommended by the jail physician, or designated physician?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Are persons placed in therapeutic restraints reviewed at least once each shift to ensure the necessity for such restraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. If yes, is the review documented in writing, noting the person conducting the review, date and time of the review, and justification for continued use or removal of the restraints?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is use of force prohibited against a detainee, based solely on the gender of the jail officer or staff member being different from the detainee?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Are detainees supplied on an as needed basis, the following materials:			
a. Toilet tissue?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Soap?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Paper towels?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Feminine hygiene items, as applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Disposable drinking cups, if the washbasin is not drinking fountain equipped?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is clean bedding issued to detainees confined overnight?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Does bedding consist of a flame retardant mattress, and a mattress cover, if mattress cannot be sanitized after use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Blankets appropriate to the season of the year or temperature of the facility?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Are bedding, sheets, pillow cases, blankets, and pillow case covers sanitized or laundered before re-issue?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Are mattresses, or mattress covers soiled with body fluids handled with standard universal precautions to reduce exposure to blood borne pathogens?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Are mattresses, or mattress covers appropriately laundered, sanitized, or discarded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are detainees confined beyond 48 hours permitted to shower or bathe once every 48 hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are such detainees provided with clean towels when showering or bathing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b><u>720.70 SECURITY</u></b>			
1. Are detainees given an immediate frisk search when admitted to the jail?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are strip searches conducted in accordance with the law?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Does a staff member of the same gender as the detainee conduct all strip searches?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	N/A	NO
b. Is written permission obtained from the police commander or designee, authorizing the strip search?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Is a written report completed documenting the strip search, noting the name of the person being searched, the name(s) of the person conducting the search, name of the person giving written permission authorizing the search, and the date, time and place of the search?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are body cavity searches other than the mouth prohibited, except when authorized by a search warrant and performed under sanitary conditions by or under the supervision of a physician?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are armed officers prohibited from entering the detention area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is a backup man present when opening an occupied cell or detention room?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are cells and detention rooms examined for contraband prior to reassignment to another detainee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are all fixtures, equipment, wiring, and conduit properly maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are eating utensils removed from cells and rooms after each meal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are open or contact visits closely supervised?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Is the detainee searched before and after each visit?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Is a visitor search notice sign conspicuously posted?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Is a record maintained of all keys inventoried and issued?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.75 TELEPHONE AND VISITS**

1. Are detainees required to bear the cost of telephone calls?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. Are detainees required to place only collect telephone calls?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Are all telephone calls monitored?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are arrangements available to make or received confidential calls from a detainee's attorney?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Is there a sign posted to advise detainees that all telephone calls may be monitored or recorded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are rules established by the Chief of Police for detainee use of telephones?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Does the disciplinary process allow for suspension of telephone privileges for detainees who violate the rules?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.80 FOOD**

1. Are those detainees held 24 hours served three meals daily?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are meals of sufficient nutritional value?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is food quantity sufficient?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are meals provided at reasonable and proper intervals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is a drink other than water served at each meal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	N/A	NO
6. Are special diets adhered to, if prescribed by a jail physician, clinic, or hospital designated by the Chief of Police?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is at least one meal a balanced and complete hot meal, if the detainee is confined more than 24 hours?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Is a copy of the menu served maintained for at least three months?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are detainees served meals in their cells or detention rooms?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.90 SANITATION**

1. Are occupied cells cleaned daily?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are adjacent areas clean and orderly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are walkways and corridors prohibited for use as storage areas?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is there a vermin and pest control program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Was the jail free of vermin and pests?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.100 FIRE PROTECTION**

1. Is there at least one fire extinguisher in the basement and on each floor of detention for each 5,000 square feet of floor space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are the fire extinguishers readily accessible to staff and not to detainees?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are extinguishers examined at least annually?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are jail personnel familiar with the operation of all types of facility extinguishers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are all emergency exit doors clearly indicated with 4 ½ inch block letter signs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Are exit door locations known to jail personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are exit door keys immediately available to staff?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is there an emergency fire alarm system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Is it tested periodically?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are smoke detectors installed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are there at least two exits from each floor of detention?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.110 EMERGENCY PROCEDURES**

1. Is there an emergency plan in writing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does it contain detailed procedures for emergencies listed in the Standards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are emergency plans known and understood by all personnel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is one full set of keys, other than those in use, available for emergency use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.120 DETAINEE RECORDS**

1. Are minimum identification data and information as listed in the Standards recorded for each detainee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are juvenile and adult records kept separate from each other?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**720.130 REPORTS TO THE JAIL AND DETENTION STANDARDS UNIT****YES      N/A      NO**

1. Are quarterly population reports properly submitted?
2. Are unusual occurrence reports properly submitted?

**720.140 USE OF FORCE**

1. Is use of force against detainees prohibited, except as outlined in the standards and by law?
2. If chemical agents are utilized, are appropriate measures taken to minimize the effects?

**720.150 JUVENILE DETENTION**

1. Are juveniles detained? (If not, explain in comments)
- a. If yes, are juveniles held in detention or secure custody more than 6 hours?
2. Are juveniles who are detained or held in secure custody under periodic supervision?
3. Are juveniles prohibited from coming into or remaining in contact with adults?
4. Are juveniles who are detained or held in secure custody informed of the purpose, expected duration, and maximum allowable detention time for their confinement?
5. Is a written log maintained for juveniles that notes the basis for detention, reasons and circumstances for detention, and length of the detention?
6. Are juveniles under age 16 prohibited from confinement in the jail or police station?
7. Are juveniles under age 17 kept separate from confined adults and prevented from being in the same cell, room, or yard with confined adults?
- a. Are all juveniles kept separate from adults by sight and sound?
8. Is a parent, legal guardian, or person with whom the juvenile resides notified of the detention, if not already done so by the law enforcement officer?
9. Are all records of juveniles under age 17 maintained separately from adult records?
- a. Are the juvenile records maintained separately from records available to the public?
- b. Are juvenile records only released by order of the Court, or for appropriate criminal and pre-sentence activities?
10. Are juveniles supervised by persons of the same sex when following procedures requiring physical contact or examinations?
- a. During periods of personal hygiene and related activities?
11. Are periodic checks of juveniles conducted at least once every 15 minutes?
12. Are juveniles detained only in detention areas or rooms?
13. Are juveniles provided with meals when being detained during a normal meal period?
14. Is any evidence of child abuse reported to the Department of Human Services?
15. Are juveniles provided with meals when being detained during a normal meal period?
16. Is any evidence of child abuse reported to the Department of Human Services?



**720.160 NEW CONSTRUCTION**

	<b>YES</b>	<b>N/A</b>	<b>NO</b>
1. Are plans and specifications for the construction of jails, remodeling, or renovation of jails approved by the Illinois Department of Corrections?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Were such approvals obtained prior to the construction, remodeling, or renovation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are the plans for construction, remodeling, or renovation in compliance with the specific criteria set forth in this section of the <i>Illinois Municipal Jail and Lockup Standards</i> ? (If not, explain in detail the non-compliance items in the Comments section)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**INSPECTOR COMMENTS:**

1. The facility is inspected every shift by the Watch Commander and documentation of such recorded.
2. The facility contains a bullpen in the adult section and a cuffing bench in the juvenile section for temporary detention in addition to the cells and detention rooms.
3. The booking area is equipped with LiveScan and Intoximeter machines. There are separate Adult and Juvenile booking areas.
4. There is a remote fingerprinting area in another room if needed.
5. There are gun lockers located at both the sallyport and police station entrances to the lockup.
6. There are two secure interview rooms with one-way windows looking into both the adult and juvenile booking areas. There are also two non-secure interview rooms outside the lockup. These are where juvenile status offenders are held.
7. There is an additional interview room with two-way vision adjacent to the adult booking area for use during attorney visits.
8. All patrol staff are trained as jail staff and serve as such when booking and detaining subjects. All are trained annually in lockup procedures.
9. The current fire safety inspection was conducted on October 7, 2016 by the Glenside Fire Protection District.
10. There are two personal property lockers in the juvenile area and six in the adult area.
11. There is a shower in the adult area for detainee use.
12. Updated: The communication center is dispatched via Addison Consolidated Dispatch Center.
13. Facility contact is Accreditation Coordinator Katie Pentecost [Katie\\_pentecost@glendaleheights.org](mailto:Katie_pentecost@glendaleheights.org).

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