

REPORT ON THE
INSPECTION OF

MONTGOMERY COUNTY CENTER FOR ADOLESCENT SERVICES

INSPECTION DATE: MARCH 10, 2026



DAVE YOST

OHIO ATTORNEY GENERAL

Montgomery County Center for Adolescent Services

Inspection Date: March 10, 2026

Acronym: CAS
Address: 333 Access Rd, New Lebanon, OH 45345
Warden/Superintendent/Director: William Shaffer
CFIS Team Members Present: J. Wesson / D. Drummond / D. Thompson

FACILITY INFORMATION

Date Institution Opened: 2001
Population Type: Male Female
Security Level Type: Minimum
 Medium
 Special Management
 Restrictive Housing
 Death Row
 Juvenile
Total Acres: 42
Total Buildings On-Site: 1
Total Custody Staff: 36
Total Service Area Staff: 33
Total Staff: 69
Total Volunteers: N/A

INCARCERATED INDIVIDUAL INFORMATION

Current Count: 7 committed from Department of Youth Services
Total Available Capacity: 15 Department of Youth Services contracted beds
Incarcerated Person Age Range: 12 - 21
Incarcerated Person Average Age: 16.5

The Montgomery County Center for Adolescent Services (CAS) operates in partnership with the Montgomery County Juvenile Court (MCJC) and the Ohio Department of Youth Services (DYS), through which the facility provides cognitive behavioral and gender-specific services for up to 15 juvenile females assigned to DYS.

CAS operates under policies that are published by MCJC, which mirror those of DYS.

Female youth at CAS receive structured programming, year-round education, counseling, recreation, transition services, aftercare support, and more.

During the inspection CFIS focused on the unit to which the youths in DYS custody were assigned.

RECENT INTERNAL MANAGEMENT AUDIT AND ALTERNATIVE PLACEMENT MONITORING VISIT

DYS conducts an annual Internal Management Audit (IMA), which is separate from other evaluations. CAS undergoes semiannual alternative placement monitoring visits and biannual independent audits to assess compliance with American Correctional Association (ACA) 3rd Edition standards—including areas such as sanitation, safety, incident reporting, education, behavior management, and re-entry services. These audits help ensure that youth at CAS receive safe, supportive, and high-quality services that promote positive educational and re-entry outcomes. CAS’s latest IMA audit conducted by DYS, as well as the alternative placement monitoring visit audit, showed full compliance in all areas—including sanitation and safety—with no corrective actions needed. The table below illustrates CAS’s rates of compliance for the previous two years:

IMA Audit Scores	2024	2025
ACA mandatory	100%	100%
ACA non-mandatory	100%	100%

CAS’s External Inspection Results	Date of Inspection	Violations	Violations Corrected
New Lebanon Fire Department	2/27/2026	6	6
Health Department	2/5/2026	0	0
Ohio Food Inspection Report	2/5/2026	1	1

OVERVIEW OF CFIS INSPECTION

Per Ohio Revised Code Section 109.39, mandatory areas of inspection are food services, the grievance process, and an educational or rehabilitative program. In addition to these mandatory areas of inspection, R.C. 109.39 empowers CFIS to inspect any other areas that it deems appropriate. While at CAS, the CFIS team also inspected the following:

- Recreation
- Medical
- Library
- Mental health
- Visitation area
- DYS Housing Unit
- Food service

In advance of arrival, CFIS requested copies of the 15 most recent grievances. In addition, CFIS also requested the following:

- Current vacancy rates (total staff/custody/non-custody and overtime report)
- Current facility incarcerated population count (racial breakdown, average age)
- Current facility security threat group numbers
- Facility drug testing (previous quarter)
- Facility educational program numbers (program enrollment/completion)
- Approved volunteers (total)
- Facility Prison Rape Elimination Act (PREA) reports (past year/current, total of completed investigations)

GRIEVANCE PROCEDURE (Montgomery County Juvenile Court CAS- Juvenile Rights- Grievance Procedure 3D-07)

CAS follows MCJC policy 3D-07, Grievance Procedure. Grievance forms are available in all units. To file a grievance, a youth must complete the form and place it in the secure grievance box located on each unit or give it to the on-duty supervisor.

Grievance forms are retrieved from secured boxes three times daily. All grievances are logged into an electronic system. Once the grievance form has been retrieved, the program manager responsible for overseeing the grievance process notifies the youth that a hearing will be held within 10 days of its receipt. A hearing can be postponed for exceptional circumstances, which must be documented in writing,

During the hearing, the program manager will meet with the youth and all the parties involved to assess the nature of the grievance and attempt to resolve it, if possible. If the grievance is resolved in a manner that is satisfactory to the youth, the youth signs a form indicating that the problem has been resolved. The program manager then documents his or her final decision and the resolution.

If the grievance is unresolved, meaning the youth was not in agreement with the findings or decision, the program manager signs and dates the grievance and indicates that it is unresolved. The youth then signs and dates the unresolved grievance, indicating that they are appealing the program manager's decision escalating the appeal to the CAS Director or their designee. The CAS Director or their designee reviews the grievance, the program manager's decision, and meets with the youth and all parties involved to assess the nature of the grievance and to resolve it. The CAS Director's decision is final. The CAS Director or their designee completes the grievance form documenting the final decision. The completed grievance is filed and maintained in the electronic log. Any grievance involving serious allegations, such as staff misconduct or a compromise to the safety and security of the youth are referred to CAS administration for follow-up and investigation.

Are the incarcerated provided access to paper grievance forms to initiate the grievance process:

Yes No N/A

Upon reviewing responses, are there any issues with timelines or lack of substance within the responses to the grievance:

Yes No N/A

Additional Note: During the inspection of CAS, CFIS confirmed that the institution consistently recorded and monitored grievances, that staff responded to grievances promptly, and that responses complied with policy guidelines. CFIS observed grievance boxes within the housing unit, cafeteria, library, and the main hallway.

Ten grievances received between January and March 2026 were reviewed. Complaints involved staff, peers, and housing assignments. All responses were completed on time, including relevant policy language, and it was documented that staff verbally explained to youths the result of the process.

The inspection found no evidence of retaliation against youths for filing grievances. CFIS staff also confirmed that CAS staff appropriately referenced CAS policies or administrative rules in their responses.

The review of grievances at CAS confirmed adherence to MCJC policy 3D-07, Grievance Procedure.

FOOD SERVICE AREA INSPECTION (4A-07 and 4A-08)

The Food Service Department was inspected to ensure compliance with MCJC policy 4A-07, Food Service Health and Safety Regulations, and MCJC policy 4A-08, Inspections.

Executive staff/supervisors conduct unannounced rounds: Yes No N/A

A. SANITATION

Dining room(s) meet DYS policy for cleanliness: Yes No N/A

Serving line(s) meet DYS policy: Yes No N/A

Dish room area meets DYS policy for cleanliness: Yes No N/A

Dishwasher water temperature meets DYS policy: Yes No N/A

Handwashing stations in working order: Yes No N/A

Handwashing stations operate at a proper temperature: Yes No N/A

Eye washing stations operate appropriately: Yes No N/A

B. FOOD SERVING & STORAGE COMPLIANCE

Appropriate food menus posted: Yes No N/A

Food temperatures in compliance with DYS policy: Yes No N/A

Food service workers wearing hairnets, gloves, etc.: Yes No N/A

Serving utensils appear to be in good working order: Yes No N/A

Freezer temperatures are satisfactory: Yes No N/A

C. CHEMICAL & TOOL CONTROL

Tools properly stored/signed out/accounted for: Yes No N/A

Tools properly etched with an identifier: Yes No N/A

Chemicals are properly stored and inventoried: Yes No N/A

Additional Notes: During the inspection, CFIS staff sampled a lunch meal of chicken tenders, French fries, broccoli, and peaches. The food was served at safe temperatures, looked and tasted appropriate, and followed health guidelines. Youth receive two snacks throughout the day. The kitchen follows national school meal standards and asks youth once a year for feedback on food options.

The facility kitchen staff were professional, and their certifications were up to date. The trash area was clean, and no pests, or signs of pests, were observed.

There were no violations of MCJC policy 4A-07, Food Service Health and Safety Regulations, or MCJC policy 4A-08, Inspections, noted or observed during the inspection.

EDUCATION & REHABILITATIVE PROGRAMS (5D-01)

The education department, CAS Academy, is a part of the MCJC chartered school system and adheres to all rules and regulations of the State of Ohio Department of Education and Workforce. This ensures that student report cards and credits are transferable to local schools.

A. EDUCATION PROGRAMS

Does the facility have an education department for in-person learning? Yes No N/A

Executive staff/supervisors conduct unannounced rounds: Yes No N/A

Programs offered: GED ACADEMIC CAREER-TECH APPRENTICESHIP
 VOCATIONAL DEGREE PROGRAMS/CERT.
 OTHER: N/A

Are there currently any vacant teaching/staff positions within the education department:

Yes No N/A

Appropriate signage/information displayed: Yes No N/A

Does the education department comply with DYS standards for cleanliness: Yes No N/A

Additional Notes: CAS provides middle and high school curriculum, career readiness, life skills, and special education services through a licensed school psychologist. Team-building programs are offered, along with Title 1D funding, which is a federal grant program aimed at improving educational services for neglected, delinquent at-risk children and youth. Students' home districts supply information to help continue their education, with alternative graduation pathways available. CAS fulfills graduation requirements for all Ohio school districts. Select students may enroll in remote independent study courses at Clark State Community College.

No observed or reported violations of MCJC policy 5D-01, Educational/Vocational training.

B. REHABILITATIVE / RE-ENTRY PROGRAMS

Executive staff/supervisors conduct unannounced rounds: Yes No N/A

Please list the kind of rehabilitative/re-entry programs that the facility offers: Cognitive behavioral therapy, Making Proud Choices (living skills), Strengthening Families, re-entry programming, Victim Awareness, Thinking for a Change, emotional regulation, Girls Moving On, and art therapy.

Appropriate signage/information displayed: Yes No N/A

Does the re-entry department inspected comply with DYS standards for cleanliness:

Yes No N/A

Additional Notes: Family specialists develop case plans for behavioral and mental health needs. Two Wright State University doctoral students offer psychological counseling to the youths. Re-entry programs, occupational therapy for emotional regulation, and daily structured therapy are offered. Youth activities include cooking, resume building, and audio-visual mentoring.

MEDICAL (4C-01)

A. MEDICAL SERVICES

Executive staff/supervisors conduct unannounced rounds: Yes No N/A

Services offered: Medical examinations, triage, and blood drawing. Off-grounds services included dental treatment and OB/GYN care.

Are there any staffing vacancies within the medical department: Yes No N/A

Appropriate signage/information displayed: Yes No N/A

Does the medical department meet DYS policy standards for cleanliness: Yes No N/A

Are there any maintenance issues that may hinder sufficient medical care: Yes No N/A

Are there any ongoing hunger strikes, constant watches, dry-cells, or special supervision youth in this area: Yes No N/A

Additional Notes: During the inspection, youth were undergoing medical treatment. Healthcare and preventative care memos were appropriately displayed. The facility offers round-the-clock healthcare. A licensed clinical director, three licensed practical nurses, a full-time charge nurse, and psychiatric personnel are all employed on site. Any emergency medical needs or cases that cannot be managed within the facility are referred to the local children's hospital. Dental and optometry services are provided by community providers as needed.

Mental health staff assess each youth upon arrival. When needed, mental health treatment typically begins within seven days of admission.

No violations of MCJC policy 4C-01, Health Care, were observed or reported.

RECREATION (E5-01)

A. RECREATION DEPARTMENT

Executive staff/supervisors conduct unannounced rounds: Yes No N/A

Appropriate signage/information displayed: Yes No N/A

Types of recreation programs offered: Outdoor recreation (weather permitting), basketball, cornhole, art programming, board games, reading, and other staff-approved options.

Types of recreation: Indoor Outdoor N/A

Are equipment and facilities in working order: Yes No N/A

Does the recreation department comply with DYS policy standards for cleanliness: Yes No N/A

Additional Notes: The facility offers incentive-based activities where food items can be earned. The facility also focused on the health and wellness of the youth. CFIS staff were informed that like the other DYS facilities, CAS plans to implement a CrossFit program within the facility.

No violations of MCJC policy E5-01, Recreation, were observed or reported.

LIBRARY (58-LIB-01)

A. LIBRARY

- Executive staff/supervisors conduct unannounced rounds: Yes No N/A
- Does the facility provide access to LexisNexis: Yes No N/A
- Does the library have policies and procedures available: Yes No N/A
- Does the library have operation hours and information posted: Yes No N/A
- Does the library meet DYS policy standards for cleanliness: Yes No N/A

Additional Notes: The multi-purpose room serves as the library for youth and is managed by the CAS Academy English teacher. Books are cataloged on Booksource.com and can be requested weekly.

VISITATION (5G-06)

A. VISITATION

Visitation hours: Monday-Friday from 6-7 p.m. and Saturday-Sunday from 1-3 p.m. (flexible)

- Executive staff/supervisors conduct unannounced rounds: Yes No N/A
- Visits allowed: Contact Non-contact Semi-Contact
- Does the visitation area provide adequate seating: Yes No N/A
- Does visitation area provide food and drink options: Yes No N/A
- Does the visitation area have appropriate information posted: Yes No N/A
- Does the visitation area meet DYS policy standards for cleanliness: Yes No N/A

Additional Notes: Visitation at CAS is flexible, but only by request. Two visitors (family members only) per youth are permitted per session; more visitors can be coordinated if needed. CAS facilitates visits within the cafeteria area, where youth can eat with visitors. Large gatherings and special visits can be held in the gym or in the multi-purpose room/library. Outside food and drinks are not permitted during regular visitation. During special visits, food and drinks from vending machines are permitted, but must be inspected and approved before taken into the visiting area.

CAS works with probation and parole officers to provide gas cards for travel. Limited video visits are available for youth whose families cannot visit in person due to distance or lack of transportation. All visits are supervised.

At the time of the inspection, there were no ongoing visits taking place. No violations of MCJC policy 5G-06, Visiting, were observed or reported.

GENERALIZED HOUSING (2C-01 Sleeping Areas)

A. GENERAL POPULATION HOUSING #1

Name/Identifier: Pier Unit

- Executive staff/supervisors conduct unannounced rounds: Yes No N/A
- Appropriate signage/information displayed: Yes No N/A
- Does this housing unit offer programming: Yes No. N/A
- Type of unit: Open Dorm Cells
- Total number housed: 7
- Housing unit max capacity: 15
- Are equipment and facilities in working order: Yes No N/A
- Does the housing unit meet DYS policy standards for cleanliness: Yes No N/A

Additional Notes: There were three restrooms and shower stalls available within the unit. The unit was staffed by a youth specialist and a case manager.

Youth are provided with clothing and personal hygiene items during the intake process. Clothing is laundered daily and bedding is laundered weekly. Sanitary items are available as needed and upon request. These items are kept in a locked area. Youth are assigned daily chores to keep the unit clean. CFIS did not observe or receive any reports of violations of MCJC policy 4B-06, Guidelines for Clothing and Bedding, MCJC policy 2C-07, Guidelines for Laundry, or MCJC policy 4B-09, Guidelines for Personal Hygiene and Housekeeping.

Mail is delivered to youth within 24 hours of receipt by the facility, except on weekends and holidays. Each youth receives two first-class stamps per week. Paper and envelopes are available. Youths may also access a phone. Both written and telephone communications are subject to monitoring.

If a youth chooses to isolate herself in her cell, the youth specialist is required to fill out an isolation log, perform security checks, and document observations within the specified time limits.

During the CFIS inspection, no violations of MCJC policy or procedure were observed or reported.

ADDITIONAL NOTES FROM INSPECTION

Prison Rape Elimination Act (PREA)

PREA provides for the analysis of the incidence and effects of prison rape in federal, state, and local institutions and to provide information, resources, recommendations and funding to protect incarcerated people from prison sexual assaults and rapes. PREA applies to all adult institutions, including privately operated and juvenile correctional facilities.

CFIS staff interviewed the PREA coordinator who confirmed that CAS has not had any substantiated PREA cases in the last 12 months. PREA signage and local rape crisis center information were posted.

Additionally, DYS and CAS have a PREA victim support team made up of staff who can assist victims with information and emotional support services. Youth have unrestricted access to PREA phones/hotline.

No violations of MCJC policy (3D-02-04), Protection from Harm, were observed or reported.

Staff Recruiting and Retention

On the date of the inspection, CAS had a vacancy rate of 19.44% for direct care staff. Job openings were posted.

Security and Safety

While the facility consists of four living units with single occupant cells for incarcerated youth, DYS contracts for the use of one of the units.

Due to the layout of the facility, there was a strong Youth Specialist presence observed throughout the facility in the event of an emergency.

Fire evacuation plans were posted in conspicuous areas. Cleaning products and supplies were secured appropriately.

There were no security issues or violations of MCJC policy 2G-01, Juvenile Safety, noted or observed during the inspection.

Drug Testing

In the past six months, the Center for Adolescent Services conducted drug testing of youth. Random drug tests yielded zero positive results out of 25 tests.

Institutional Overtime

Youth Specialists worked a total of 493.21 overtime hours from January 1, 2026, to the inspection date.

No violations of MCJC policy 1C-07, Compensation and Benefits, were observed.

Fire Safety /Emergency Drills

Facility staff are responsible for fire and safety measures and ensuring routine inspections. CAS confirmed monthly checks of its smoke detectors, sprinklers, pull stations, alarms, 25 fire extinguishers, and one hydrant. The kitchen's hood fire suppression system and eye-wash stations are regularly inspected and compliant.

Staff are trained as first responders and understand emergency protocols. Exit signs and evacuation plans were clearly displayed. Hazardous materials were stored in designated cabinets with updated inventories. CFIS verified that CAS complies with MCJC policy 3B-02, Fire Prevention and Regulations Practices.

Storm drills are held quarterly and monthly during storm months—March, April, June, and July—under varied weather conditions and across all shifts when most staff and residents are present. The most recent drill was on Feb. 27, 2026.

CFIS found no issues or violations of MCJC policy 3B-06, Storm Drills, or MCJC policy 3B-07, Fire Drills.

Special Events/Family Engagement Events

The Center for Adolescent Services hosted a Winter Wonderland Event in November 2025.

CONCLUSION

During the inspection of CAS, facility staff interacted with CFIS inspectors in a professional and courteous manner. The facility demonstrated a commitment to promoting prosocial behavior among female youths by providing targeted services to support their successful reintegration into society. Staff and leadership engaged positively with youths during the inspection. The environment was maintained to high standards, and staff exhibited a supportive approach to assisting youths.



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Correctional Facilities Inspection Services

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