



The Lake County Adult Detention Facility Maximum Security Facility 104 East Erie Street Painesville, Ohio 44077 440.350.5601

Directions:

Take Route 2 to the Painesville - Fairport Harbor exit. At the light make a left hand turn on to Richmond Road. Go up four (4) traffic lights to Route 20 (Erie Street) Make a left on to Route 20 (at the Arby's) Detention Center is 500 feet on your right, the 5 story brick building

DEFINITIONS:

Contact Visit:

Any visit where limited contact is allowed without any barriers between the inmate and the visitor(s).

Legal Guardian:

Person possessing a court order naming them as guardian. Individuals possessing a signed notarized statement of temporary guardianship for the purpose of bringing an inmate's child to the jail for visitation.

Professional Visit:

Any visit whereby a legitimate business or professional cause is served. Official visitors include attorneys, investigators, detectives, public defenders, probation and parole officers, law enforcement officers, addiction and mental health counselors, military personnel conducting official business, or any other such person authorized by the Jail Administrator or Shift Supervisor on duty.

Religious Visit:

Any visit specifically granted to an inmate's Bishop, Pastor, Minister, Rabbi, or other religious leader other than family members. Family members are not permitted to have a contact visit as a religious leader.

Regular Visit: Any visit that takes place between an inmate and an individual during scheduled visiting hours. Regular visitation is held in the designated visitation areas in the jail and via the Video Visitation Terminals in the front lobby.

Special Visit: A special visit is any visit, except official, that is authorized outside of the inmate's normal visiting hours. These visits must be authorized by the Jail Administrator.

Prohibited Attire:

- Clothing that exposes the breast/chest area, genital area, or buttocks
- Clothing that exposes an undue amount of flesh (e.g. exposing chest, back, thighs, or midsection)
- Dresses, skirts, pants, and shorts exposing more than two inches above the knee, including slits when standing
- Sheer or transparent garments and sleeveless dresses
- Strapless or "spaghetti" strap tops, Halter tops, underwear-type, tee-shirts, tank tops, fish net shirts, or any type of shirts, or pants made with see-through fabric
- Clothing exposing the midriff area
- Clothing or accessories displaying obscene or offensive language or drawings
- Clothing designed or intended to be tightly worn, to excessively accent the body (e.g. spandex, tights, leggings, tank tops, etc...)

Prohibited Items:

- All tobacco and tobacco products
- Chewing gum, food, beverages, alcohol, drugs
- Purses
- Cameras, cell phones, lap tops, any electronic device
- Writing materials or books, unless approved by the Shift Supervisor
- Jackets, coats, hats, gloves
- Visitors are expected to dress in attire that is not provocative or offensive to others.
- All visitors, including children, are expected to wear shoes. sandals, tennis shoes, boots or dress shoes of any type are considered appropriate footwear. House shoes are not considered proper footwear for visitors to wear

VISITS BY FAMILY AND FRIENDS**PROCEDURE:**

At the time of booking, the Booking Officer will enter visitor's names into the computer for inmates.

Due to space restrictions all visitors must be eighteen (18) years of age or older. Visits by minors (under eighteen (18) years of age) will only be permitted by exceptions set forth in this policy or at the discretion of the Administration.

If an inmate wishes to add or delete a name on the Inmate Visitors Record, he or she will do so through the use of an "Inmate Request Form". The inmate will state on the Inmate Request Form the name of the person he or she wishes to add or delete.

After the "Inmate Request Form" is completed the Corrections Officer will enter these changes into the computer.

Inmates may make out such changes at any time.

Prior to allowing the visitor into the jail, the Central Control Officer will verify the visitor's authorized identification (state ID, attorney bar card, state clergy card,) and record in the computer system, the date, the address, phone number, the time in, the visitors name, social security number, and date of birth and length of visit.

The Central Control Officer will verify the name(s) of each visitor prior to the visit. Persons not showing valid identification will not be permitted to visit, without approval from the Corrections Supervisor.

If the person does not appear on the list authorized by the inmate, he or she will not be permitted to visit.

Special visits and physical contact between inmates and visitors are prohibited unless authorized by the Jail Administrator.

Visitor(s) will secure all tote items (i.e., purses, bags) and coats in the lockers provided in the lobby, or outside in their vehicle.

The visitor(s) will walk through the metal detector before being allowed into the detention facility.

If the metal detector is activated, the person will not be permitted to enter until he/she can successfully pass the metal detector. If there is a belief that a weapon exists, then an armed Deputy Sheriff will be immediately summoned.

Visits will not exceed one half (1/2) hour or two (2) fifteen (15) minutes visits per week.

Inmate workers are permitted two (2) thirty (30) minute visits or one (1) sixty (60) minute visit per week.

Visitors that travel in excess of one hundred (100) miles one way, will be allowed to visit for one half (1/2) hour each. These visitors are limited to two (2) per week. These visits are not in addition to the regularly scheduled visiting periods allotted.

- If an inmate has already used the allotted visiting periods for the week when such a visitor arrives then the Corrections Supervisor must be contacted for approval of the visit.

Only one (1) visitor per inmate will be permitted to enter the visiting area at a time.

The secure visiting area physically separates the inmate and visitor with capability for two-way conversation and non-obscured.

Provisions will be made for visitors that require special needs.

Upon completion of the visit, the visitor(s) will be signed out by the tower officer, who will document the time out in the computer system.

Inmates will be permitted to receive up to \$30.00 cash per visit. This money will be deposited into the inmate's commissary account.

The Central Control Officer will be responsible for receiving all money at visiting.

Visiting privileges may be revoked or suspended for the following reasons:

- The visit has a detrimental effect upon an inmate or the visit is not in the best interest of the jail.
- The visitor is under the influence of alcohol and/or drugs
- The visitor represents a clear and present danger to security or the safety of other inmates and employees of the department.
- The visitor has a past history of disruptive conduct at the jail.

When an inmate's visiting privileges have been revoked or suspended as a disciplinary measure, the inmate will still be permitted to visit one (1) family member per week for fifteen (15) minutes.

In the event of an emergency within the facility, scheduled visitation may be halted without prior announcement. Visitation will be reinstated within a reasonable amount of time after the situation has been brought under control, and the safety and security of the facility is no longer compromised.

Visits between inmates and members of the public shall be monitored and may be recorded by any means for safety and security reasons.

VISITATION BY MINORS

PROCEDURE:

Visitation by minors (persons under age eighteen 18) will be permitted in this facility under the following conditions:

1. Once an inmate has been incarcerated in the Lake County Adult Detention Facility for a period of sixty (60) consecutive days, the inmate will be permitted one fifteen (15) minute visit with each of his or her minor sons and/or daughters_(this includes step-children, adoptive and biological) in a non-contact visiting area. The visit(s) will take place under the following conditions:
 - a. Only one minor child is permitted in the visiting room at one time
 - b. The child must be accompanied by an immediate family member who is over age eighteen (18).
 - c. All minor children who are left in the front lobby during the visit must be supervised by an adult (person over age eighteen (18))
2. Once the inmate has been granted a visit with his or her minor son(s) and/or daughter(s) after the initial sixty (60) consecutive days, the inmate will be granted another visit with his or her minor son(s) and/or daughter(s) after sixty (60) more consecutive days of incarceration has elapsed.

The inmate will then be granted visits with his or her minor son(s) and/or daughter(s) every sixty (60) consecutive days of incarceration in the Lake County Adult Detention Facility.

3. **Visits with minor children will be conducted on Saturday mornings from: 8 a.m. until Noon.**

Note: Female visits will take place on the first floor on these specified Saturday visits with minor children.

RESTRICTIONS APPLYING TO VISITORS:

A visitor may be denied access to the facility if any of the following conditions are met:

1. The visitor presents a clear and present danger to security.
2. The visitor has a past history of disruptive conduct in the jail.

3. The visitor is under the influence of alcohol or drugs.
4. The visitor refuses to submit to the posted conditions or show valid identification.
5. The inmate refuses the visit.
6. The visitor shows inappropriate material or photos during visit.
7. Visiting restrictions have been placed on the inmate for reasons involving discipline or security.
8. Visitor and/or inmate violate the video visitation rules.
9. The jail administrator determines that there are substantial reasons to document any such limitations in order to promote the safe and secure operation of the facility. Such reasons shall be documented in writing.

Note: All visiting rooms, inmate and visitor side will be searched at the completion of each visiting hours

VISITING SCHEDULE

Visiting will be conducted in accordance with the schedule below. Exceptions must be approved by the Jail Administrator or his/her designate.

Male Visitation:

Days: Monday, Tuesday, Thursday, Friday

Hours: 1:00 - 2:30 p.m.
6:00 - 8:00 p.m.

Days: Sunday

Hours: 8:00 - 10:30 a.m.
1:00 - 2:30 p.m.
6:00 - 8:00 p.m.

Female Visitation:

Days: Wednesday
Hours: 1:00 - 2:30 p.m.
6:00 - 8:00 p.m.

Days: Saturday
Hours: 8:00 - 10:30 a.m.
1:00 - 2:30 p.m.
6:00 - 8:00 p.m.

No visitor will be permitted to visit if he/she arrives less than fifteen (15) minutes prior to the end of visitation.

Video Visitation Hours for Males and Females

Days: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday
Hours: 8:00 a.m. - 10:00 a.m.
11:00 a.m. - 2:45 p.m.
4:00 p.m. - 11:30 p.m.

Suspension of Video Visitation

1. Prior to the termination or suspension of video visitation privileges, less restrictive alternatives may be employed if appropriate. Such alternatives may include warning the inmate and/or visitor of the improper conduct.
2. Whenever a visit is terminated, the officer taking the action will write an Incident Report.
3. For the first serious offense the visitation account is suspended for 30 days. The second offense results in a suspension of 60 days. The third offense results in a suspension of 90 days. Subsequent offenses result in long term suspension or permanent suspension.
4. Subsequent to an investigation of the incident, the Jail Administrator may deny an individual from visiting for a specified period, or permanently. A written notice of the decision is given to the inmate, and the visitor's access to their GTL video visitation account will be blocked. In the case of temporary suspension, a date is set when visiting privileges will be restored.

Note: All visits are recorded electronically for security reasons, and can be reviewed by Shift Supervisors, and/or Law Enforcement Officers.

Offender Services for Video Visitation are provided through GTL's ConnectNetwork

www.Connectnetwork.com

Toll Free Numbers: 800-483-8314

Pin Debit:855-706-2445

Trust:888-988-4768

Mobile App:

Search for ConnectNetwork on Apple or Android