

BOONVILLE CORRECTIONAL CENTER
VISITING ROOM INFORMATION, RULES & GUIDELINES
Institution: 660-882-6521

Visiting Room Sergeant Extension-130 or Visiting Room Officer Extension-128/129

The Boonville Correctional Center encourages visits by friends and family members. The following information is provided to help you understand the procedures, guidelines, and rules that we have established to ensure the safety and security of the institution for offenders, staff and visitors. Please review the following carefully to enhance the pleasure of your visit.

VISITING DAYS AND TIMES

Regular Visiting Days: Friday, Saturday & Sunday:
 1st Block: 9:30 A.M. to 1:30 P.M.
 2nd Block: 2:30 P.M. to 6:30 P.M.

Visitors will be allowed a minimum of one two-hour visit during one block of visiting each visiting day. If space is available for all visitors wanting to enter, visitors may stay for the entire block. All visitors and offenders will be required to leave the visiting room at the end of each block. Visitors are restricted to one visit per day. Each block of time will be considered one visit. During a visitation period, a visitor will be allowed to leave to breastfeed an infant visitor and return to the visiting room with no loss of visiting privileges.

No-Contact Visiting: Offenders are notified of no-contact visiting status. It is the responsibility of the offender to notify any approved visitors of this status. All no-contact visits will be no longer than two hours in duration and are limited to three visitors with no exchange of visitors allowed.

Offenders are limited to eight (8) visits per month. Offenders who meet behavior criteria as outlined on the Department's Behavior Incentive Guide Reference document may earn an additional visit.

Offenders assigned to the Boonville Treatment Center are limited to visits on Friday during the second visiting block only, and on Saturday and Sunday.

Offenders will not be called to a visit after 12:30 P.M. for the first block of visiting and not after 5:30 P.M. for the second block of visiting.

APPROVED VISITING LIST: All visitors must be on the offender's approved visiting list before being allowed to visit with the exception of newborn to one-month old infants of the offender who will be allowed one (1) visit while their visiting application is being processed for placement on the offender's approved list. Offenders are only allowed to visit with persons on their approved visiting list.

ENTRY: Items brought into the visiting room by visitors shall be subject to search prior to registering. This includes, but is not limited to pockets and items for infants. Exterior garments, (coats, sweaters, etc). are also subject to search. Searches may include, but are not limited to a search with a hand-held metal detector and/or a walk through metal detector. Headgear will not be permitted with the exception of approved religious headgear.

IDENTIFICATION:

13 YEARS OR OLDER: Visitors 13 years or older will be required to provide a current school picture identification card or a valid Department of Revenue picture identification card.

12 YEARS OR YOUNGER: No identification necessary.

All visitors under 18 years of age, unless legally married to the offender, must be accompanied by an adult approved on the offender's visiting list.

Visitors whose religious tenets do not allow for photo identification must request prior approval to visit with a non-photo identification state ID card through the assistant warden regardless if their visiting application has been approved.

VISITORS ALLOWED:

NUMBER OF VISITORS: A visit shall be limited to three (3) visitors per offender and may include up to three (3) additional visitors who are under the age of 5. Any variation will require prior arrangements and a Special Visit approval processed.

Approved visitors may visit offenders assigned to BCC any scheduled visiting day.

BOONVILLE TREATMENT CENTER:

Only those visitors listed as immediate family members, friends, or primary support person may visit offenders assigned to Boonville Treatment Center. Visits for BTC assigned offenders are limited to Friday during the second visiting block only, and on Saturday and Sunday.

Immediate Family will include: spouse; parents or step parents, mother-in-law, father-in-law, and their spouses; siblings or step siblings and their spouses; grandparents or step grandparents and their spouses; great-grandparents or step great-grandparents and their spouses; legal guardian, primary support person and spouse; children or stepchildren and their spouses; grandchildren or step grandchildren and their spouses; and great-grandchildren or step great-grandchildren and their spouses.

CONTRABAND: Visiting room staff shall direct non-dangerous contraband items to be removed from the institution. The visitor must take the item to their vehicle or dispose in the contraband receptacle by the entry gate before being allowed to reenter the institution.

Visiting room staff shall contact the shift supervisor regarding the presence of dangerous contraband, which shall include, but is not limited to, firearms, alcohol, illegal drugs, etc. The presence of dangerous contraband may require the involvement of local law officials.

TERMINATION/DENIAL OF A VISIT BY STAFF: Visits for approved visitors may be denied or terminated for the following reasons: improper conduct, failure to follow visiting rules and regulations, refusal to submit to a search, suspected use of alcohol or narcotics, unacceptable language, any breach of safety and or security, disruptive and or unmanageable behavior, adult, child or pet left unattended in a parked vehicle, visual evidence of a communicable disease, unidentifiable or unacceptable picture identification.

TERMINATION OF VISIT BY VISITOR: A visitor may terminate the visit at any time. When the visitor terminates a visit, the visitor shall not be allowed to return on that visiting day to visit with any offender. If the registration deadline has not expired, other visitors may be admitted to visit with the offender. When the number of visitors wanting to visit an offender exceeds the allowed limit, visitors may exchange one or more individuals one time during the visiting block except for offenders on no-contact status.

APPROPRIATE DRESS: No alternate clothing will be provided. Visitors must dress according to the following guidelines: appropriately, for identification purposes and the good order and security of the facility. Clothing must not be excessively tight or baggy, transparent or otherwise revealing. Skirts, dresses and shorts must be no shorter than the top of the knee cap when standing. No wrap around skirts or dresses allowed, slit dresses and skirts are not permitted when the slit extends higher than 2 inches above the top of the knee. Dresses or skirts with fasteners will remain closed so that the garment is not open more than 2 inches above the top of the knee. No holes or slits permitted on jeans/pants where bare skin is showing.

Shirts, blouses and dress tops must cover the chest, back and stomach and have sleeves that cover the shoulders and underarms with absolutely no display of cleavage or midriff. Appropriate undergarments must be worn and not be visible. Shoes must be worn except by infants not walking. Clothing must not be gang related or camouflaged, must not have printed racial or ethnic slurs or obscenities, or depict or advocate the use of drugs or violence (either in written or picture form). Only religious headgear may enter the visiting room. Jewelry may be worn, but the visitor may be required to remove it if it presents a safety/security concern. Only prescription sunglasses allowed.

ALLOWED ITEMS TO BE BROUGHT IN: Wallets, billfolds, and purses will not be allowed. Identification, keys (key rings will be allowed, but must not contain items considered contraband on them), and change limited to \$50.00 in coin, one dollar, or five dollar denominations for vending machine use. Visitors with infants may bring the following: one clear carryall for infant supplies, six (6) cloth or disposable diapers, one single layer baby blanket without edge binding or lining, one change of infant clothing, three (3) clear plastic baby bottles of prepared formula, juice or water, one clear Ziploc bag of powder formula, one clear plastic no-spill toddler cup, three (3) unopened vendor plastic containers of baby food, one plastic pacifier, plastic teether and rattle, one small plastic feeding spoon, and one unopened commercial package of wet wipes. Do not change infant's diaper on visiting room table.

Visitors may NOT bring in electronic devices including but not limited to smart watches and cell phones. State phones will not be available to make or receive phone calls.

Approved visitors may bring in legal documents for offender signature with approval from the assigned functional unit manager prior to the date of the visit. Once signed, the documents will remain at the officer's desk and be provided to the visitor upon their exit.

Children are encouraged to bring in report cards, school papers, and homework assignments to share with the offender but these items must be returned to the child at the end of the visit or disposed of in accordance with the visitor's wishes. These items must be brought in a clear plastic bag only. Paper bags, folders, trapper keepers, or backpacks will not be allowed. Artwork completed in the visiting room by children under 18 may be taken back to the housing unit with the offender with approval of visiting room staff. Artwork may not depict acts of violence, vulgarity, sexual matters, or any material that could be considered offensive to the general public.

CHILDREN'S BIRTHDAY CELEBRATION: Offenders may celebrate a birthday with the offender's child, sibling, grandchild, great-grandchild or equivalent step relationship up to and including their 12th birthday. The offender MUST initiate the request and receive PRIOR approval before a birthday cake may be brought into the institution. The celebration must be scheduled within 30 days, prior to or following, the actual birthday. The visitor will be responsible to provide plastic utensils and paper/Styrofoam plates. No tablecloths, etc. The cake may be prepared at home or purchased from a vendor but can be no larger than 12 x 16 inches, single-layered only and stored in the original vendor's container of cardboard or a plastic see-through container. The cake may not contain any decoration except icing. Plastic decorations, candies, sprinkles or candles will not be allowed. Inspection of the cake may include a physical search that entails cutting or piercing the cake to ensure no contraband is introduced into the facility. **No ice-cream cakes allowed.**

MEDICATION/SURGICALLY IMPLANTED METAL HARDWARE/SPECIAL NEEDS:

Nitroglycerine, insulin, oxygen, asthma inhaler, and insulin needle and syringe will be allowed in the visiting room. Items must contain the name of the visitor. The visitor will be required to show the visiting room officer the medication upon entering the visiting room. Needles and syringes will need to be given to the officer until their use is required. No other medication will be allowed in the visiting room without documentation from a physician that the medication is required to maintain a visitor's life. Visitors who have surgically implanted hardware will be required to submit a physician's statement verifying the implant.

Visitors who have special needs (for example: wheelchairs, assistance animals, etc.) are encouraged to contact the facility in advance of a visit so any arrangements to assist the visitor can be made. Visitors may bring service animals into the facility but the animal must be under the handler's control at all times and the handler must take effective action to control the animal. Failure to do so shall result in the service animal being excluded from the facility.

USE OF VENDING MACHINES: Food and drink may be purchased from vending machines. Offenders will not be allowed to go to the vending machine or handle money. Visiting room staff will not make change. Offenders and their visitors may not feed each other or share beverages. Food items are not to be exchanged or given to other visitors, offenders, or visiting room porters not assigned to the offender's table. Offenders will not be allowed to remove food or drink from the visiting room. Visitors may take out food and drink containers when leaving the visiting room. Food items purchased will need to be placed on the table, fully opened with contents exposed and may be shared with the offender. Offenders may have their own beverage but the offender will not be allowed to drink from a visitor's beverage or share their beverage with any visitor(s).

PERSONAL CONTACT: Offenders and visitors will be allowed one greeting and departing embrace and a brief close-mouthed kiss at your assigned table. Visitors and offenders may hold hands in the middle of the visiting table. There shall be no leaning across the table. Children six years and younger may sit on the offender's lap. No personal contact shall be allowed for a no-contact visit. Your visit will end at the assigned table and the offender will remain at the table following the end of the visit. At the end of the visit no further touching will be allowed.

SITTING ARRANGEMENTS: Offenders and visitors must keep their hands on the table in sight at all times. Offenders and visitors will sit with their legs directly under the table, facing forward. The visiting room officer may instruct the offender where to sit at the table. A spouse, significant other or female friend must sit across the table from the offender.

SUPERVISION OF CHILDREN: Visitors bringing a child to visit shall be responsible for the child's behavior and physical safety.

TOYS: Toys and books are available for children to use during visits. The toys will be used on a first come-first serve basis. The items are to be returned to the toy box at the conclusion of the visit or when the child is done playing with them.

USE OF RESTROOMS: Visitors may not use the restrooms until they have been processed. Children must be accompanied by an adult at all times to include restroom use.

PARKING: Vehicles are to be locked and windows rolled up. Vehicles on the parking lot must be unoccupied to include pets. Visitors are to refrain from yelling or gesturing to the offenders while on state property. Children should be in control of an adult when walking from their vehicle to the entry gate. No loitering will be permitted in the parking lot. Any violation of the above may result in the termination of your visit.

VISITING APPLICATIONS: It is the responsibility of the offender to send visiting applications to persons to be placed on the offender's approved visiting list and notify visitors of their approval or denial. Visiting applications are available via the department website and may be available in the visiting room. Copies can be made of the Visiting Application for multiple individuals but the completed form sent to the institution for processing must contain the original signature of the party requesting to visit or the legal guardian/parent of a minor.

VISITING ROOM PICTURES: Digitally produced pictures may be available during your visit. The price is subject to change. The offender's will receive the photos after they are printed. Retakes are at the discretion of visiting room staff.

FOOD DAY VISITS: General population offenders may be eligible to participate in food visits as scheduled by the warden. BTC offenders are eligible for one food visit per month. The offender is to notify his visitors when approved for a food visit. Food visits may be cancelled due to the offender becoming ineligible prior to the actual date of the food visit. All food items/containers must be clear plastic and will be searched. No tablecloths, etc. A total of 4 containers may be brought for each authorized food visit. All food must comply with security regulations. Containers for home prepared or store-bought foods may be no larger than a 9 x 9 x 4, and must be constructed of clear plastic only. Food brought from vendors must be in the original container (no glass, metal, aluminum pans or foil). In addition to the above 4 containers, paper, plastic or Styrofoam disposable dinnerware and eating utensils are allowed and must be provided by the visitor. Jell-o, fresh fruit, pudding, ice cream, small candies, sprinkles which resemble M&M's or nuts in the shell will not be permitted. Separate containers of condiments will not be allowed, however individual sealed packets of condiments will be allowed. No drinks will be allowed but can be purchased in the visiting room. All items not disposed of or eaten must be removed by the visitor. The offender will not be permitted to take food back into the institution.

QUESTIONS: If visitors have any questions prior to visiting that the offender cannot answer, questions may be directed to visiting room staff during the hours they are open. The offender's assigned case manager or the BCC visiting liaison may be available to answer questions, Monday through Friday 8:00 A.M. to 4:00 P.M. 660-882-6521 when necessary.

APPROVING AUTHORITY:

Signature on file
Rebecca Ehlers, Warden

Effective Date: August 1983, Revised Effective Date September 19, 1994, April 1, 1995, December 1, 1995, January 1, 1997, July 7, 1997, August 1, 1998, October 20, 1998, February 1, 2001, and February 27, 2001, April 20, 2002, June 15, 2002, July 10, 2003, November 10, 2003, April 1, 2004, March 1, 2005, May 27, 2005, August 20, 2005, August 1, 2006, September 26, 2008, February 8, 2010, September 2, 2010, May 1, 2011, October 21, 2012, March 14, 2013, November 1, 2014, September 15, 2015, February 29, 2016, March 12, 2017, June 4, 2017, July 16, 2017, March 22, 2020