



Facility Inspection Report Issued By The Minnesota Department of Corrections Pursuant to MN Statute 241.021, Subdivision 1

Inspection and Enforcement Unit, 1450 Energy Park Drive, Suite 200, St.Paul MN 55108
Telephone: 651-361-7146 Fax: 651-642-0314 Email: ie-support.doc@state.mn.us

INSPECTION DETAILS FOR:

Rice County Jail

Address: 118 NW Third Street, PO BOX 158, Faribault, MN 55021

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 04/13/2016

Inspection Method: Facility tour, staff and resident interviews, employee and resident file reviews, and related documentation reviews.

Officials Present During Inspection: Jail Administrator Carol Holinka

Officials Present for Exit Interview: Jail Administrator Carol Holinka; Sheriff Troy Dunn

Issued Inspection Report to: Jail Administrator Carol Holinka; Sheriff Troy Dunn; Regional Manager Dayna Burmeister

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance	Total Compliance With Concerns	Compliance Rating	Substantial Compliance Result/Criteria
2911	Mandatory	126	125	1	1	99.21%	Compliance rating of 100%
2911	Essential	101	98	3	0	97.03%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 05/01/2016 **Ends On:** 04/30/2018 **Facility Type:** Jail

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 04/30/2017

Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Rice County Sheriff's Office

Special Conditions: None.

Approved Capacity Details **Operational Capacity is calculated as a percent of Approved Capacity beds.*

Bed Type	Gender	Approved Capacity	%Operating Capacity	Operational Capacity	Bed Details	Conditions
Minimum secure	Coed	36	100	36.00	Minimum secure beds located outside of the secure perimeter at 2119 Hwy 60 W.	None.
Secure	Coed	35	80	28.00	Located at 118 NW 3rd Street.	None.

Variations

NONE

RULE COMPLIANCE DETAILS**Chapter 2911 - Mandatory Rules Not In Compliance****Total: 1**

1. 2911.5300 SEARCHES, SHAKEDOWNS, AND CONTRABAND CONTROL. Subpart 4. Daily inspections.

A facility shall be inspected at least daily for contraband, evidence of breaches in security, and inoperable security equipment, and shall document the inspection.

Inspection Findings:

The facility does not complete a daily inspection for contraband, evidences in breaches in security, and inoperable security equipment.

Corrective Actions:

It is imperative that all aspects of the jail are being checked for breaches in security and contraband, especially in inmate cells where they have the ability and time to create breaches in security. Inform staff of the change in daily procedures. Add daily inspections to the post orders. All daily inspections need to be documented for verification purposes.

Notify the Department of Corrections of the daily inspection procedures.

Response Needed By: 06/15/2016**Chapter 2911 - Essential Rules Not In Compliance****Total: 3**

1. 2911.0900 STAFFING REQUIREMENTS. Subpart 6. Centralized administration.

In Class I to Class VI facilities where multiple facilities are under a centralized administration, the total average daily inmate population of facilities involved shall determine the level of facility administration required. Where multiple facilities are under a centralized administration, the most stringent facility classification requirement with respect to facility administration shall be met.

Inspection Findings:

See staffing comments.

Corrective Actions:

It is highly recommended the officials of Rice County hire an assistant jail administrator to assist with the operational needs for both facilities.

Response Needed By:

2. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 4. Education.

A facility shall have a written policy and procedure that provides for inmate access to educational programs, vocational counseling, and when available, vocational training. When possible, a facility shall arrange to have these educational programs delivered in classroom specifically designed and equipped for educational or vocational programming. Class I facilities are exempt from this requirement with the exception of those approved by the commissioner to house inmates serving alternative sentences. Text books necessary to complete a course of study, to the extent that local resources permit, shall be made available to inmates. The facility shall not be responsible for the purchase of text books to complete a course of study.

Inspection Findings:

Currently, there are not educational services for the jail.

Corrective Actions:

It is recommended to investigate educational services through community resources to be able to provide education and vocational services to inmates.

Response Needed By:

3. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 7. Recreation plan.

The facility administrator or designee shall have a plan providing opportunities for physical exercise and recreational activities for all inmates consistent with the facility's classification and design. Class I facilities are exempt from this requirement. The plan shall include policies and procedures necessary to protect the facility's security and the welfare of inmates. Policy and procedure shall provide: A. inmates with access to recreational opportunities and equipment, including seven hours of physical exercise or recreation outside the cell and adjacent dayroom areas per week; B. recreational opportunities a minimum of five days per week; C. indoor space and equipment for active recreational activities in all Class II to Class VI facilities; D. outdoor recreational space and equipment for outdoor recreational programming in all Class VI facilities. The space and equipment shall be provided in a manner consistent with the facility's security classification; E. passive and active recreation needs and equipment for a variety of inmates consistent with the facility's classification and offenders served. As an example, activity needs of geriatric, disabled, or geriatric and disabled offenders shall be addressed; F. inmates in segregation with a minimum of one hour a day, seven days a week, of exercise outside the inmates' cells, unless security or safety considerations dictate otherwise; and G. discretionary access by inmates on segregation status to the same recreational facilities as other inmates unless security or safety considerations dictate otherwise. When inmates on segregation status are excluded from use of regular recreation facilities, the alternative area for exercise used shall be documented.

Inspection Findings:

The recreational space is limited and cannot meet the needs of the inmate population for active recreational activities. This is a physical plant issue and it does not appear the facility can comply with the rule without a renovation to the facility.

Corrective Actions:

There is no corrective action at this time. The only way to increase the space is through a facility addition.

Response Needed By:**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 1****1. 2911.5300 SEARCHES, SHAKEDOWNS, AND CONTRABAND CONTROL. Subpart 1. Contraband control.**

A facility shall have a written policy and procedure that provides for searches of facilities, inmates, and inmate property to control contraband and provide for its disposition.

Inspection Findings:

Currently facility shakedowns are being done randomly which does not always cover all the areas of the jail. The shakedowns are not documented when completed.

Corrective Actions:

Create a shakedown schedule that incorporates all areas of the jail and is documented for verification purposes. Submit new shakedown schedule to the Department of Corrections for approval.

Response Needed By:

INSPECTION COMMENTS

Comments

Classification and Separation: The proper classification and separation of inmates is an ongoing management issue for Rice County. The annex facility is designed for work release, STS and minimum security inmates only, and many of the inmates classified at the jail are not appropriate to be housed at the annex. Rice County Jail continues to house a number of inmates out of county to be able to properly classify and separate inmates. Rice County will have to stay diligent in keeping inmates properly classified and separated and will have to continue to board inmates out, even with bed space available at the jail and annex.

Programs: Jail programs are minimal at Rice County. The program person is not able to focus on inmate programs due to the administrative jail duties he is maintaining. The limited jail programs has an effect on the inmates, making them more susceptible to boredom and acting out, which becomes more time intensive for staff. This appears to be a staffing issue.

Staffing:

The officials of Rice County need to address the growing staffing needs for Rice County.

Assistant Jail Administrator- With the current inmate population at the annex, main jail, and the inmate population that will need to be boarded out in the future, an assistant Jail Administrator is needed to address the operational needs of Rice County. Currently, they have a full time program person who spends most of his day performing jail management duties and not inmate programs. It is clear the programs staff has picked up the duties of an Assistant Jail Administrator out of necessity to maintain the jail.

Day shift coverage/power shift- The demands on staff during the day shift have increased greatly. The physical plant of the facility also makes it staff intensive and a safety and security risk for staff. And extra staff person during the day would allow the jail to maintain jail duties without compromising the safety and security of the jail.

It is strongly recommended the officials of Rice County hire an Assistant Jail Administrator and additional jail staff to address the ongoing operational needs for Rice County.

JJDPA Compliance

On April 13th 2016, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Rice County Jail has a unique juvenile holding arrangement for juveniles. The Jail has two holding cells and the county also has a holding area outside the secure perimeter of the jail called West Holding which can be secure or non secure, depending if the juvenile is a status offender.

Rice County has received a "Rural Exception" to the Juvenile Justice and Delinquency Prevention Act (JJDP). This allows the facility to hold a delinquent juvenile up to 24 hours, excluding weekends and holiday. There are three core requirements that are looked at during our facility review.

Those core requirements are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound Separation.

According to the Statewide Supervision System, the Rice County Jail held or processed 0 juveniles during the federal fiscal year and two juveniles in west holding. The findings are as follows:

DSO: I did not find any violations of the facility holding status offenders in the jail. The Rice County Jail does not hold juveniles, they book and release only. Juveniles are brought into the jail for book and release only if the court terminal is not functioning.

Jail Removal: Files and Statewide Supervision System data indicate that any children brought into the jail and west holding were removed well within the 24 hour time frame allowed per the "Rural Exception."

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. This includes the route taken to court holding. Policies and the court schedule also indicate proper sight and sound separation are maintained.

The facility does not participate in any "Scared Straight" programs for any youth that are under public authority.

Court Holding- the Court holding cells for Rice County provide sight and sound separation from adults. Policies dictate that juveniles and adults are not transported or held together in court holding.

Policies for the jail and West Holding are complete.

Based on the documentation that I reviewed, I did not find any violations of the JJDP Act during the Rice County inspection.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature:

