



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

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INSPECTION DETAILS FOR:

Lac Qui Parle County Jail

Address: 600 Sixth Street, Madison, MN 56256

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 07/20/2016

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

Officials Present During Inspection: Jail Administrator Barb Fernholz; Sheriff Lou Sager

Officials Present for Exit Interview: Jail Administrator Barb Fernholz; Sheriff Lou Sager

Issued Inspection Report to: Jail Administrator Barb Fernholz; Sheriff Lou Sager; 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	128	127	1	2	99.22%	Compliance rating of 100%
2911	Essential	99	98	1	1	98.99%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 07/01/2016 **Ends On:** 06/30/2018 **Facility Type:** 90 Day Lockup
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 06/30/2017
Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Lac Qui Parle 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
Secure	Coed	7	60	4.20	None.	None.

Variances

NONE

RULE COMPLIANCE DETAILS

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

1. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 1. Emergency plan.

A facility shall have a written disaster plan. The plan shall include policies and procedures designed to protect the public by securely detaining inmates who represent a danger to the community or to themselves when the facility must be evacuated in total. The plan shall also include: A. location of alarms and fire fighting equipment; B. an emergency drill policy as follows: (1) at least annual drills at all facility locations; and (2) drills shall be conducted even when evacuation of extremely dangerous inmates may not be included; C. specific assignments and tasks for personnel; D. persons and emergency departments to be notified; E. procedure for evacuation of inmates; and F. arrangements for temporary confinement of inmates.

Inspection Findings:

Lac Qui Parle County has not completed an annual emergency evacuation drill for the jail.

Corrective Actions:

Conduct an emergency evacuation drill to include all staff. Try to incorporate all outside agencies that would be involved in an emergency drill, such as the local fire department, police, and ambulance. It is vital for staff to know how to respond to an evacuation emergency at the jail. All drills should include all staff and should be documented for verification purposes.

Response Needed By: 09/15/2016**Chapter 2911 - Essential Rules Not In Compliance****Total: 1**

1. 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 recreation space is small and the limited space cannot meet the needs for active exercise and recreation.

Corrective Actions:

There is no corrective action at this time. The only way to increase the space is through a facility addition. If there is a jail expansion project in the future, recreation space must be addressed.

Response Needed By:**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 2**

1. 2911.1350 MEDICAL TRAINING FOR CUSTODY STAFF.

By policy and procedure a training program shall be established by the facility administrator in cooperation with the health authority, that provides instruction in the following areas: A. first aid training for custody personnel responsible for the supervision, safety, and well-being of prisoners; B. recognition of signs and symptoms of illness and knowledge of action required in potential emergency situations; C. administration of first aid and cardiopulmonary resuscitation (CPR). Recertification training shall occur as required with respect to first aid and CPR. The training shall be documented; D. methods of obtaining assistance; E. recognition of signs and symptoms of mental illness, retardation, emotional disturbance, and chemical dependency; and F. procedures for inmate transfers to appropriate medical facilities or other health care providers.

Inspection Findings:

Staff receive CPR and medication delivery but they do not receive training on all requirements of the rule such as letter B, E, and F.

Corrective Actions:

Provide medical training for all staff that reflect the rule requirements. It is strongly suggested to complete mental health and suicide prevention training on yearly basis. Submit training plan for staff medical training to the Department of Corrections for review.

Response Needed By:

2. 2911.7100 INMATES WITH SPECIAL NEEDS. Subpart 1. Postadmission screening.

The facility written policy and procedure shall require postadmission screening and referral for care of inmates with special needs, whose adaptation to the correctional environment is significantly impaired.

Inspection Findings:

The current policy refers only to inmates with mental illness and does not address special needs inmates.

Corrective Actions:

Update facility policy to reflect all aspects of the rule to include special needs inmates. Also, inform staff of the updated policy for training and review.

Response Needed By:

Chapter 2911 - Essential Rules In Compliance With Concerns**Total: 1**

1. 2911.1300 CUSTODY STAFF TRAINING.

A facility shall have a written policy and procedure that provides that all custody staff receive 120 hours of orientation and training during the first year of employment. Forty of these hours are completed prior to being independently assigned to a particular post. All persons in this category are given an additional 16 hours of training each subsequent year. At a minimum, training completed before independent assignment to a particular post shall include: A. security procedures; B. supervision of inmates; C. signs of suicide risk and suicide precautions; D. vulnerable inmates; E. response to resistance regulations and tactics; F. report writing; G. inmate rules and regulations; H. rights and responsibilities of inmates; I. fire and emergency procedures; J. key control; K. interpersonal relations and communication skills; L. diversity training; M. distribution of medications; N. right to know; and O. blood-borne pathogens and communicable diseases.

Inspection Findings:

The training is adequate for staff at Lac Qui Parle County but due to how they are staffed other training and training drills would be beneficial for them.

Corrective Actions:

It is strongly recommended staff receive refresher training in 'response to resistance' and 'suicide prevention.' It is recommended that they complete more than a yearly evacuation drill to include drills such as man down drill, suicide drill, and medical drill. The man down drill would be highly beneficial to one staff being the sole dispatcher and custody staff for the jail. Training on PREA would also be beneficial for staff.

Response Needed By:

INSPECTION COMMENTS

A past concern for the facility was the jail administrator not being a full-time supervisor to the jail. This concern has been alleviated and the jail administrator is now working full-time as a supervisor and not as part-time line staff. It is clear that the jail will benefit from this change.

There are also physical plant and safety concerns for the Lac Qui Parle Jail. These concerns will be addressed in a separate confidential letter to the facility.

JJDPA Compliance

Compliance Report for the monitoring Facilities Pursuant to the Juvenile Justice Delinquency Prevention Act of 2002.

On June 20, 2016, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Lac Qui Parle County Jail 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 Lac Qui Parle County Jail held or processed zero (0) juveniles during the federal fiscal year 2015. The findings are as follows:

DSO: I did not find any violations of the facility holding status offenders in the jail.

Jail Removal: I did not find any violations for the jail removal standard.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation if a delinquent juvenile would have to be held. Lac Qui Parle County does not hold delinquent juveniles in the facility per their policy. All delinquent juveniles are brought to Prairie Lakes Juvenile Center in Willmar.

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

Court holding: The courtrooms do not have a secure court holding area. All delinquent juveniles are brought straight into the courtroom.

Based on the documentation that I reviewed, I did not find any violations of the JJDP act during the Lac Qui Parle County inspection.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature:

