



# 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:

### Yellow Medicine County Jail

**Address:** 960 Fourth Street, Granite Falls, MN 56241

**MN Governing Rule:** 2911 Local Adult Detention Facilities

**Inspection Type:** Biennial **Inspected By:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 07/28/2016

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

**Officials Present During Inspection:** Jail Administrator Kathy Busack

**Officials Present for Exit Interview:** Jail Administrator Kathy Busack

**Issued Inspection Report to:** Jail Administrator Kathy Busack; Sheriff Bill Flaten; 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	124	2	1	98.41%	Compliance rating of 100%
2911	Essential	101	100	1	1	99.01%	Compliance rating of 90%

## TERMS OF OPERATION

**Authority to Operate:** conditional approval **Begins On:** 09/01/2016 **Ends On:** 08/31/2018 **Facility Type:** Jail

**Placed on Biennial Status:** Yes **Biennial Status Annual Compliance Form Due On:** 08/31/2017

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

**Special Conditions:**

### 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	36	80	28.80	None.	None.

### Variances

NONE

## RULE COMPLIANCE DETAILS

**Chapter 2911 - Mandatory Rules Not In Compliance****Total: 2**

## 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:**

The facility has not completed an annual emergency evacuation drill for the jail due to the construction and the change to the emergency evacuation routes.

**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.**

**Submit to the Department of Corrections a plan for an evacuation drill for the facility.**

**Response Needed By: 09/15/2016**

## 2. 2911.6800 CONTROL. Subpart 1. Records.

Records of receipt, the quantity of the drugs, and the disposition of all prescription medications shall be maintained in detail to enable an accurate accounting.

**Inspection Findings:**

Yellow Medicine does not use inmate medication brought into the facility, they provide a new prescription. When prescription drugs are placed in an inmates personal property, the pill count is not verified.

**Corrective Actions:**

**Create a system of accountability for all prescription medications for inmates that are placed in their personal property. Inform staff in the change in procedure.**

**Submit corrective action to the Department of Corrections for review.**

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

## 1. 2911.4950 RESPONSE TO RESISTANCE. Subpart 1. Policies and procedures.

The facility administrator or designee shall have written policies and procedures to provide for response to resistance. All personnel directly involved in the response shall submit written reports to the facility administrator or designee no later than the conclusion of the shift. Submission of these reports may be delayed when a staff member, sustains serious injury, hospitalization, or both.

**Inspection Findings:**

During the inspection it was noted that reports were not always being written when a staff response to resistance incident occurred.

**Corrective Actions:**

**All staff involved in any response to resistance incident in the jail shall complete a report documenting the incident to the jail administrator.**

**Submit corrective action to the Department of Correction for review.**

**Response Needed By:**

**Chapter 2911 - Mandatory Rules In Compliance With Concerns**

**Total: 1**

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, medication delivery and suicide prevention but they do not receive training on all requirements of the rule.

**Corrective Actions:**

**Provide medical training for all staff that reflect the rule requirements. It is strongly suggested to complete mental health training.**

**Submit training plan for staff medical training to the Department of Corrections for review.**

**Response Needed By:**

**Chapter 2911 - Essential Rules In Compliance With Concerns**

**Total: 1**

1. 2911.2600 CLASSIFICATION OF INMATES. Subpart 2. Status change.

The inmate classification plan shall specify criteria and procedures for determining and changing the status of an inmate, including custody, transfers, override functions, and major changes in programs. The plan shall include an appeal process for classification decisions. The use of any override shall be documented.

**Inspection Findings:**

It was noted that not all status changes in the facility either due to behavior or custody change were reclassified.

**Corrective Actions:**

**It is recommended when an inmate has a change in status in the facility that a reclassification should be completed and should include proper documentation as to why they were reclassified.**

**Response Needed By:**

**INSPECTION COMMENTS****Recommendations:**

It is recommended to utilize shower curtains in the minimum unit to address being able to conduct proper well being checks while still providing a level of privacy for the inmate.

**Jail comments:**

Yellow Medicine County added a new secure court holding. It now provides a much needed secure escort of inmates to court and an additional sally port for the jail if needed.

The jail continues to operate at a high level of compliance; jail operations and jail staff training are excellent.

**JJDPA Compliance**

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

On July 28th 2016, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Yellow Medicine 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 Yellow Medicine County Jail held or processed 4 juveniles during the federal fiscal year 2015. I reviewed approximately 100 percent of the year 2015 juvenile data and 100 percent of the juvenile files. The findings are as follows:

DSO: I did not find any violations of the facility holding status offenders in the jail. Upon review of the files, indication was that children that were brought into the facility were indeed there for delinquent offenses. Most of the juveniles where a book and release.

Jail Removal: Files and Statewide Supervision System data indicate that any children brought into the jail are removed well within the 24 hour time frame allowed per the "Rural Exception." Most were out within 30 minutes.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. Yellow Medicine County uses Prairie Lakes Juvenile Detention Center.

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

Court holding: Yellow Medicine has two secure court holding cells as of 2016. They are monitored by court staff.

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

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature: \_\_\_\_\_

