



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
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INSPECTION DETAILS FOR:

Anoka County Jail

Address: 325 E Jackson Street, Anoka, MN 55303

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Annual **Inspected By:** Lori Schopf – Senior Detention Facility Inspector **Inspected on:** 11/05/2025 to 11/13/2025

Inspection Method: Facility walk-through, staff and inmate interviews, staff and inmate file reviews, facility documentation reviews, and video footage review.

Officials Present During Inspection: Jail Administrator Sheila Larson; Administrative Lieutenant Matt Woitel; Administrative Lieutenant Carrie Wood

Officials Present for Exit Interview: Jail Administrator Sheila Larson

Issued Inspection Report to: Jail Administrator Sheila Larson; Sheriff Brad Wise

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance	Total Compliance With Recommendations	Compliance Rating	Substantial Compliance Result/Criteria
2911	Mandatory	126	121	5	0	96.03%	Compliance rating of 100%
2911	Essential	102	101	1	0	99.02%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 12/01/2025 **Ends On:** 11/30/2026 **Facility Type:** Jail

Placed on Biennial Status: No **Biennial Status Annual Compliance Form Due On:**

Delinquent Juvenile Hold Approval: no approval

Certificate Holder: Anoka County Sheriff's Office
325 E. Jackson Street
Anoka, MN 55303

Special Conditions:

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

Bed Type	Gender	Approved Capacity	Effective Date	%Operating Capacity	Operational Capacity	Bed Details	Conditions
Secure	Coed	238	8/12/2004	90	214.20	None.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 5****1. 2911.0300 INTENDED USE AND NONCONFORMANCE WITH RULES Subpart 2. Nonconformance, unsafe, unsanitary, or illegal conditions.**

When conditions do not substantially conform or where specific conditions endanger the health, welfare, or safety of inmates or staff, the facility's use is restricted pursuant to Minnesota Statutes, section 241.021, subdivision 1, or legal proceedings to condemn the facility will be initiated pursuant to Minnesota Statutes, section 641.26 or 642.10.

Inspection Findings:

The Anoka County jail has been in continuous operation for over 40 years. The age of the structure raises concerns regarding the condition and reliability of original infrastructure components, including cast-iron plumbing and outdated electrical systems. A significant amount of conduit is visible on the ceilings throughout the facility, indicating multiple prior electrical renovations and additions.

The medical area, intake area, laundry room, kitchen, and property room were originally constructed to serve a capacity of 139 inmates. The current inmate population of 238 has exceeded the design capacity, resulting in undersized and inefficient work areas.

Storage throughout the facility is inadequate. All available storage areas are fully utilized, resulting in equipment and supplies being stored in hallways. In the medical area, exam rooms are being used for medication and supply storage as well as for office functions, which reduces available space for medical evaluations and treatment.

The design of the intake area includes only four cells and two holding areas. This configuration does not provide sufficient holding cells or adequate separation capabilities for the current volume of inmates being processed annually. The property room is also undersized and cannot adequately store inmate property when the facility is at or near capacity. The kitchen and laundry areas are cramped and are also being used for storage, further limiting operational efficiency.

The facility has minimal access to natural light. The lack of natural light is not conducive to the mental health and well-being of both inmates and staff.

Overall, the current jail facility does not meet the operational or spatial requirements necessary to safely and efficiently house the existing inmate population.

Corrective Actions:

The facility must develop and implement a comprehensive plan to address physical plant deficiencies. Submit the plan to the inspector by the response date. These deficiencies cannot be corrected through minor repairs and require a major remodel, facility expansion, or construction of a new jail to meet current and future capacity, safety, and operational requirements.

Response Needed By: 12/31/2025**2. 2911.2500 SEPARATION OF INMATES. Subpart 1. General.**

A combination of separate housing units inclusive of special management areas, general population, and minimum security areas and cells, dormitories, and dayroom spaces shall be provided to properly segregate inmates pursuant to Minnesota Statutes, section 641.14. The facility shall provide for the separate housing of the following categories of inmates: A. female and male inmates; B. community custody inmates such as work release or sentencing to service; C. inmates requiring disciplinary segregation; D. inmates requiring administrative segregation; E. juveniles who do not meet Minnesota statutory requirements for placement with adults; F. special management, general population, and minimum security inmates as considered appropriate to the facilities design intent and classification system; and G. inmates classified as mentally ill or special needs inmates in a manner consistent with Minnesota Statutes, section 253B.05.

Inspection Findings:

The facility's design constraints, combined with the current inmate population, limit its ability to maintain adequate separation of inmates. As a result, the facility is occasionally required to board inmates at other agencies or implement tiered lockdowns within housing units to achieve appropriate separation.

Corrective Actions:

The facility must evaluate operational needs and design options to improve inmate separation for all populations, including special management, mental health, co-defendants, incompatible inmates, and other vulnerable individuals. Potential actions may include revising housing assignments, expanding protective custody or specialized units, or modifying the physical layout to ensure compliance with safety, security, and state standards for inmate management. The facility must develop and implement a comprehensive plan to address the separation capabilities. Submit the plan to the inspector by the response date.

Response Needed By: 12/31/2025

3. 2911.6200 MEDICAL AND DENTAL RECORDS. Subpart 1a. Medical and dental records.

A facility shall record complaints of illness or injury and actions taken. Medical or dental records are maintained on inmates under medical or dental care. Records shall include: A. the limitations and disabilities of the inmate; B. instructions for inmate care; C. orders for medication including stop date; D. any special treatment or diet; E. activity restriction; and F. times and dates when the inmate was seen by medical personnel. Medical and dental records shall be available to staff for consultation in case of illness and for recording administration of medications.

Inspection Findings:

During the review of 10 inmate medical files, it was found that one file had a medical screening that was completed upon intake, and the inmate informed staff that they were taking medication, although they were unsure of the specific medications. Documentation indicated that staff appropriately referred the inmate to Medical. Further review of the Medication Administration Record (MAR) identified that the inmate was prescribed three medications by the following morning, however, the medical record lacked documentation verifying the inmate's reported medications prior to administration. Specifically, there was no evidence of verification through an external pharmacy, prior medical records, or other standard verification procedures. Additionally, there was no documentation indicating that a licensed provider authorized the prescriptions.

According to Minnesota Statute 241.021, Subdivision 4f(a), "Correctional facilities licensed by the commissioner shall administer to confined and incarcerated persons the same medications prescribed to those individuals prior to their confinement or incarceration."

Due to the absence of medication verification documentation, inspectors were unable to confirm whether the medications administered were consistent with those prescribed to the inmate prior to incarceration.

Corrective Actions:

The absence of documented medication verification poses a potential risk for medication errors and may indicate noncompliance with standard medication administration and verification protocols.

It is recommended that medical staff receive retraining on medication verification procedures and documentation requirements consistent with your medical policy and procedure. In the absence of consistent contracted medical supervision, Anoka County supervisory staff should conduct ongoing monitoring and perform weekly audits of inmate medical records to ensure that all medication verifications are accurately completed and properly documented in accordance with facility policy and applicable state standards. Send the inspector completed audits every Friday for 30 days.

Response Needed By: 12/31/2025

4. 2911.6500 STORAGE. Subpart 2. Refrigeration.

Medication requiring refrigeration shall be refrigerated and secured and the temperature checked daily. There must be separate refrigeration for medications only.

Inspection Findings:

During the review of daily temperature logs, in 2025, six instances were identified where there was no documentation of refrigerator temperatures.

Corrective Actions:

Develop a process to ensure the temperature is checked on the medication refrigerator daily and send the updated process to the inspector. The inspector will continue to monitor for compliance.

Response Needed By: 12/31/2025

5. 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:

A review of the Medication Administration Records (MARs) revealed that medical staff do not conduct regular medication audits, preventing accurate accounting of all prescription medications.

Corrective Actions:

The facility must implement procedures requiring medical staff to document routine medication audits to ensure the accuracy and completeness of the MARs. Anoka County supervisory staff should establish ongoing monitoring of these audits to verify that all prescribed medications are properly accounted for. Additionally, completed audit documentation must be submitted to the inspector every Friday for a period of 30 days to ensure compliance and accountability.

Response Needed By: 12/31/2025

Chapter 2911 - Essential Rules Not In Compliance

Total: 1

1. 2911.7300 FIRE INSPECTION. Subpart 4. Weekly inspection.

There shall be an applicable fire code and safety inspection of the facility at least weekly by a designated staff member.

Inspection Findings:

Documentation indicates that a fire and safety inspection was completed on 08/30/2025; however, the next inspection was not conducted until 09/14/2025, resulting in a lapse in the weekly inspection schedule.

Corrective Actions:

The facility must ensure that fire and safety inspections are conducted weekly. Send completed weekly inspections to the inspector at the end of each month for a period of 3 months. The inspector will continue to monitor for compliance.

Response Needed By: 02/27/2026

INSPECTION COMMENTS

Operationally, the Anoka County Jail is in substantial compliance with applicable standards. However, the inspection also identified significant concerns related to the physical plant. The facility exhibits signs of aging, including deteriorating infrastructure, outdated mechanical systems, and limited space for essential services such as programming and medical care. These deficiencies are consistent with a facility that has surpassed its intended service life and requires ongoing attention.

In light of the facility's age and the physical plant concerns identified during this and previous inspections, it is recommended that Anoka County's elected officials continue to develop and prioritize long-term planning efforts to address the future needs of the county's incarcerated population. This planning should include consideration of renovation, expansion, or replacement of the current facility to ensure the continued safe and effective operation of the jail.

Due to the ongoing structural and infrastructure concerns, the inspector will continue to closely monitor and review the facility for compliance. The Anoka County Jail will remain on an annual inspection schedule.

JJDPA Compliance

On November 5, 2025, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Anoka County Jail has no juvenile hold approval. According to the DOC Portal system and facility records, the Anoka County Jail held or processed zero (0) juveniles between October 2025 and the day of inspection.

DSO: No violations were found in the area of holding any status offenders.

Jail Removal: No juveniles were held at the facility.

Sight and Sound Separation: The facility has no delinquent juvenile hold approval.

The facility does not participate in any "Scared Straight" programs for any youth under public authority. No violations of the JJDP act were found during the Anoka County jail inspection.

Report completed By: Lori Schopf – Senior Detention Facility Inspector

Signature:


