



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:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 10/08/2019

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

Officials Present During Inspection: Commander Dave Pacholl

Officials Present for Exit Interview: Commander Dave Pacholl

Issued Inspection Report to: Commander Dave Pacholl ; Sheriff James Stuart; County Administrator Jerry Soma; Regional Manager Sherry Hill

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	1	1	99.21%	Compliance rating of 100%
2911	Essential	102	100	0	2	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 12/01/2019 **Ends On:** 11/30/2020 **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

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	238	90	214.20	None.	None.

RULE COMPLIANCE DETAILS

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

1. 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:

With the current medication system Anoka County uses, there is not a procedure in place for accurate accounting of all prescription medications.

Corrective Actions:

Create a system of accountability for all prescription medications for inmates. It is recommended to have the staff complete a pill verification count weekly on all prescription medication. Submit documentation of new medication procedures to the Department of Corrections for review.

Response Needed By: 12/01/2019**Chapter 2911 - Mandatory Rules In Compliance With Concerns****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:

It was noted on the day of inspection that not all staff have completed the emergency evacuation drill.

Corrective Actions:

It is imperative that all staff conduct an emergency evacuation drill and are aware of the emergency evacuation procedures.

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

1. 2911.1600 DESIGNATED TRAINING OFFICER.

A facility shall have a designated training officer responsible for: A. maintenance of training plans as required in part 2911.1000; B. maintenance of training records in sufficient detail to allow inspector assessment of compliance with parts 2911.1100 to 2911.1700; and C. documentation of waivers of training requirements based on equivalent training received before employment or demonstrated competency through proficiency testing.

Inspection Findings:

The training records are comprehensive and organized but they lack documentation on quarterly emergency procedures, annual evacuation drill, and drills.

Corrective Actions:

It is recommended to document all the training that was received to provide adequate training verification and complete record keeping.

Response Needed By:

2. 2911.4900 SECURITY INSPECTION.

The facility shall have a written policy and procedure to require the facility administrator or designee to inspect all areas within the security perimeter, and equipment at least monthly and initiate corrective action if needed.

Inspection Findings:

The facility security inspection is being complete but it does not include the facility duress buttons or the restraint chair.

Corrective Actions:

It is recommended to add the duress buttons and the restraint chair to the monthly security equipment checklist for operability.

Response Needed By:

INSPECTION COMMENTS

Jail staffing has improved in the last year and Anoka County is in the process of hiring approved open jail positions to make them fully staffed. This has alleviated past staffing concerns.

Physical Plant:

The Anoka County Jail was built in 1982 and remodeled in 2000 and it is the oldest county jail in the metro area. The jail has an undersized booking area, property room, and health services area. The jail also lacks holding cells, special management cells, and special needs cells. Storage space is at a minimum for this facility. Every available storage area is utilized. Program rooms and recreation space should be double the space for programs. All of these support spaces cannot meet the needs of this facility. These physical plant constraints cannot be addressed without significant remodel or addition.

The staff work stations found in the housing units are still showing signs of deterioration as they are constructed of laminate countertops and particle board. A plan is needed to address the replacement of these work stations.

JJDPA Compliance

On October 8th, 2019, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Anoka County Jail has no juvenile hold approval.

According to statewide supervision system and facility records, the Anoka County Jail held or processed zero (0) juveniles between October 2019 and the day of inspection.

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

Jail Removal: Only juveniles certified as adults 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.

I did not find any violations of the JJDP act during the Anoka County Jail inspection.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature: _____

