



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:

Anoka County Workhouse

Address: 325 E Main Street, Anoka, MN 55303

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Lori Schopf – Senior Detention Facility Inspector **Inspected on:** 05/06/2025

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 Matt Hanson

Officials Present for Exit Interview: Jail Administrator Matt Hanson; Manager Corey Kohan

Issued Inspection Report to: CCA Director Dylan Warkentin; Jail Administrator Matt Hanson; Manager Corey Kohan; Regional Manager Jacob McLellan

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	121	117	4	0	96.69%	Compliance rating of 100%
2911	Essential	93	92	1	0	98.92%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 06/01/2025 **Ends On:** 05/31/2027 **Facility Type:** Jail Annex
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 05/31/2026
Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Anoka County Community Corrections
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
Minimum secure	Coed	240	12/1/2002	100	240.00	None.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 4

1. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 2. Quarterly review of emergency procedures.

There shall be a review of emergency procedures once every three months. The review shall include: A. assignment of persons to specific tasks in case of emergency situations; B. instructions in the use of alarm systems and signals; C. systems for notification of appropriate persons outside the facility; D. information on the location and use of emergency equipment in the facility; E. specification of evacuation routes and procedures; and F. that the review be documented and require signature or initialing by all staff.

Inspection Findings:

Documentation reviewed showed there were 2 staff who did not complete the 2024 fourth quarter review of emergency procedures.

Corrective Actions:

Develop a process to ensure all staff complete a review of emergency procedures quarterly. Submit quarters 2 and 3 of 2025 to the Inspector.

Response Needed By: 06/30/2025

2. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 5. Well-being.

A facility shall have a system providing for well-being checks of inmates. A written policy and procedure shall provide that all inmates are personally observed by a custody staff person at least once every 30 minutes. Thirty-minute checks should be staggered. If a well-being check does not occur due to an emergency, it must be documented in the jail log and have supervisory review and approval. More frequent observation is required for those inmates of a special need classification who may be harmful to themselves. Examples of inmates of a special need classification include those classified as potentially suicidal, or as mentally ill, or those experiencing withdrawal from drugs or alcohol.

Inspection Findings:

During the inspection, it was found that when inmates are downstairs at programs, staff are not conducting well-being checks.

Corrective Actions:

Although there are volunteers who are in the program room with the inmates, and staff are capable of viewing the program rooms via camera, correctional staff must personally observe all inmates under the thirty-minute timeframe as required in the rule. The Inspector will continue to monitor for compliance.

Response Needed By: 06/30/2025

3. 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:

There was no documentation to show that daily inspections for contraband, evidence of breaches in security, and inoperable security equipment are being completed.

Corrective Actions:

Develop a process for staff to document daily inspections and submit 30 days of completed daily inspections to the Inspector.

Response Needed By: 06/30/2025

4. 2911.5450 DANGEROUS MATERIALS.

A facility shall have a written policy and procedure that specifies that materials dangerous to either security or safety shall be properly secured. Storage and use of flammable, toxic, and caustic materials must be in accordance with all applicable laws and regulations of governing jurisdictions. The policy must cover control and use of tools and culinary and medical equipment.

Inspection Findings:

There were tools and chemicals found in the facility that were not properly stored or accounted for.

Corrective Actions:

These items were secured immediately during the inspection. Develop a process to ensure that tools and toxic chemicals are properly stored and accounted for. The Inspector will continue to monitor for compliance.

Response Needed By: 06/30/2025

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:

There is no recreation area in the Anoka County Workhouse to allow for active recreation. There are opportunities for passive recreation.

Corrective Actions:

This is a physical plant constraint that cannot be addressed without a significant remodel or new facility.

Response Needed By: 05/30/2025

INSPECTION COMMENTS

The Anoka County Workhouse will remain on a biennial inspection schedule.

JJDP A Compliance

On May 6, 2025, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Anoka County Workhouse has no juvenile hold approval. According to the DOC Portal system and facility records, the Anoka County Workhouse held or processed zero (0) juveniles between October 2024 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 Workhouse inspection.

Report completed By: Lori Schopf – Senior Detention Facility Inspector

Signature:

