



# 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:

### Cass County Jail

**Address:** 300 Minnesota Avenue, PO BOX 1119, Walker, MN 56484

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

**Inspection Type:** Biennial **Inspected By:** Chris Thoma – Detention Facility Inspector **Inspected on:** 08/25/2020

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

**Officials Present During Inspection:** Assistant Jail Administrator Eric Lueth; Jail Administrator Chris Thompson

**Officials Present for Exit Interview:** Assistant Jail Administrator Eric Lueth; Jail Administrator Chris Thompson

**Issued Inspection Report to:** Jail Administrator Chris Thompson; Sheriff Tom Burch; County Administrator Josh Stevenson; 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	125	125	0	0	100.00%	Compliance rating of 100%
2911	Essential	99	95	2	2	97.98%	Compliance rating of 90%

## TERMS OF OPERATION

**Authority to Operate:** approval **Begins On:** 09/01/2020 **Ends On:** 08/31/2022 **Facility Type:** Jail  
**Placed on Biennial Status:** Yes **Biennial Status Annual Compliance Form Due On:** 08/31/2021  
**Delinquent Juvenile Hold Approval:** 24 hrs exclusive of weekends and holidays **Certificate Holder:** Cass 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	60	80	48.00	48 operational capacity beds.	None.

## RULE COMPLIANCE DETAILS

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

## 1. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 1. Written plan.

A facility administrator or designee shall have and implement a written plan for the constructive scheduling of inmate time. The plan shall: A. identify programs offered in the facility and when the programs are offered; B. identify persons conducting the program and whether or not the persons are facility staff, external community resources under contract, or volunteers; C. be consistent with established legal rights of inmates, type and status of inmates detained in the facility, and rule requirements associated with the facility's classification; D. provide inmates with the option to refuse to participate in facility programs, except work assignments and programs required by statute or court order; E. when males and females are housed in the same facility, provide comparable opportunities for participation in programs and services; and F. require documentation of programs offered and inmates participating in programs.

**Inspection Findings:**

The recent addition of a Chaplin has improved programming but more effort is needed in the area of Native American programming.

**Corrective Actions:**

**Reach out to the DOC Tribal Liaison, Randy Goodwin and community members for Native American programming options.**

**Response Needed By: 12/31/2020**

## 2. 2911.3500 VOLUNTEERS.

When volunteers are used in facility programs, a written policy and procedure shall provide that a staff member is responsible for coordinating the volunteer service program. The policy includes the following elements: A. lines of authority, responsibility, and accountability for the volunteer services; B. a procedure for the screening and selection of volunteers; C. an orientation training program appropriate to the nature of the assignment; D. a requirement that volunteers agree in writing to abide by all facility rules and policies, with emphasis on security and confidentiality of information; and E. a statement that the administrator may discontinue a volunteer activity at any time by written notice.

**Inspection Findings:**

There is no formal or informal process for volunteers in the facility. This is a repeat of the 2019 inspection.

**Corrective Actions:**

**Develop an orientation program for volunteers that includes responsibility and accountability, orientation to the facility, statement that the administrator may discontinue services at any time and a requirement that the volunteers agree in writing to abide by the rules of the facility.**

**Response Needed By: 12/31/2020****Chapter 2911 - Essential Rules In Compliance With Concerns****Total: 2**

## 1. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 5. Substance abuse programs.

A facility shall have a written plan for providing services for inmate chemical dependency issues.

**Inspection Findings:**

Community resources for programs such as AA and NA are not prevalent. Substance abuse programming is only available upon request.

**Corrective Actions:**

**Continue to work on recruiting volunteers for scheduled substance abuse programming for the inmate population.**

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**Response Needed By:****2. 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:**

Active recreational space is available but is also used for programming, passive recreation, and vending.

**Corrective Actions:**

**Corrective action is not possible without remodeling or new construction.**

**Response Needed By:**

**INSPECTION COMMENTS****Physical Plant:**

For a facility of its age, the Cass County Jail was notably clean and well maintained. It is apparent the Sheriff and Jail Administrator take pride in the facility.

A. The dated security electronics system is being replaced with Stanley Controls. It will include the addition of cameras as well as up-to-date security electronics in September of 2020.

B. The property room is undersized which will be more of an issue when additional inmates are housed at the facility.

C. Programming space is limited and will not accommodate Jail needs when operating at capacity.

**Programming:**

The Cass County Jail contracts 40 beds with Crow Wing County. The vast majority of their inmates are housed out of county and having their programming needs met. The inmates that remain are typically there for short periods of time. Program availability has improved with the addition of a chaplain. GED and substance abuse programing are available upon inmate request. Continued efforts should be made to recruit and train volunteers for regular substance abuse and Native American programing.

**Summary:**

The Cass County Jail will be placed on biennial inspection cycle due to their compliance level and recent improvements.

**JJDPA Compliance**

On September 25, 2020, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Cass 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 Cass County Jail files eight (8) juveniles were held or processed between October 2019 and the day of inspection. I reviewed 100 percent of that data. The findings are as follows:

DSO: I found zero (0) violations of the facility holding status offenders in the jail.

Jail Removal: Files indicate that one (1) child was held one hour and ten minutes over the 24 hour time frame allowed per the "Rural Exception."

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. This includes the route taken to Court holding. Policies and the court schedule also indicate proper sight and sound separation are maintained.

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

Based on the documentation that I reviewed, I found one (1) violation of the JJDP act during the Cass County inspection.

Report completed By: Chris Thoma – Detention Facility Inspector

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

