



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:

Crow Wing County Jail

Address: 313 Laurel Street, Brainerd, MN 56401

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Lori Schopf – Senior Detention Facility Inspector **Inspected on:** 04/01/2026

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: Assistant Jail Administrator Ron Imgrund; Chief Deputy Andy Bradley; Jail Administrator Troy Schilling; Operations Supervisor Miranda Neuwirth

Officials Present for Exit Interview: Assistant Jail Administrator Ron Imgrund; Jail Administrator Troy Schilling; Operations Supervisor Miranda Neuwirth

Issued Inspection Report to: Jail Administrator Troy Schilling; Sheriff Eric Klang

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	125	1	0	99.21%	Compliance rating of 100%
2911	Essential	100	99	1	0	99.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 07/01/2026 **Ends On:** 06/30/2028 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 06/30/2027
Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Crow Wing County Sheriff's Department
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	276	3/1/2011	90	248.40	None.	

RULE COMPLIANCE DETAILS

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

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:

A review of quarterly emergency procedure records indicated that not all staff completed the required review for each quarter in 2025.

Corrective Actions:

The facility updated its procedure in January of 2026 to have all staff review emergency procedures quarterly through Lexipol. The inspector will continue to monitor for compliance.

Response Needed By:**Chapter 2911 - Essential Rules Not In Compliance****Total: 1**

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:

A review of training records for calendar year 2025 found the facility lacked sufficient detail in documenting the number of training hours completed for each staff member. As a result, the inspector was unable to verify that all staff completed the required annual training hours in accordance with Minnesota Rules, parts 2911.1100 to 2911.1700.

Corrective Actions:

Upon identification of this finding, the facility is implementing a revised tracking and oversight process to ensure all staff complete the required annual training hours. The updated tracking process will be submitted to the inspector for review.

Response Needed By: 05/15/2026

INSPECTION COMMENTS

Pursuant to Minnesota Statutes, section 241.021, subdivision 4f(a), correctional facilities licensed by the commissioner are required to administer to confined and incarcerated persons the same medications prescribed to those individuals prior to their confinement or incarceration. The DOC recognizes that counties are in the early stages of implementing this recently enacted requirement.

A review of six inmate medical files revealed that, in one file, a prescribed medication was withheld. There was no documentation of attempts to contact the prescribing provider, nor was there a signed agreement from the inmate authorizing discontinuation of the medication.

Upon identification of this finding, the facility initiated corrective action and is currently updating its medication verification procedures. These updates are intended to ensure that any decision to discontinue a medication is supported by appropriate documentation, including provider consultation or inmate authorization.

The Crow Wing County Jail will remain on a biennial inspection cycle.

JJDPA Compliance

On April 1, 2026, a Juvenile Justice and Delinquency Prevention Act (JJDPa) audit was conducted.

A review of DOC Portal data indicated that 0 juvenile(s) was/were processed in the Crow Wing County Jail from October 1, 2025, to April 1, 2026. A review of the data identified zero violations.

The three core requirements that were reviewed are the Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jails and Lockups (Jail Removal), and Site and Sound separation.

DSO: No violations were identified for the facility holding status offenders in the facility.

Jail Removal: No violations were identified for the jail removal requirements.

Sight and Sound Separation: The facility design and policies allow for sight and sound separation that meet JJDPa requirements.

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

Based on the documentation reviewed, no violations of the JJDPa were identified during the inspection of Crow Wing County Jail.

Report completed By: Lori Schopf – Senior Detention Facility Inspector

Signature:

