



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:

Fillmore County Jail

Address: 901 Houston Street NW, Preston, MN 55965

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Lauren Bizzotto – Detention Facility Inspector **Inspected on:** 05/02/2024

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

Officials Present During Inspection: Jail Administrator Jamie Fenske; Sheriff John DeGeorge

Officials Present for Exit Interview: Jail Administrator Jamie Fenske; Sheriff John DeGeorge

Issued Inspection Report to: Jail Administrator Jamie Fenske; Sheriff John DeGeorge; Regional Manager Dayna Burmeister

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	119	5	2	96.03%	Compliance rating of 100%
2911	Essential	100	98	2	0	98.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 06/01/2024 **Ends On:** 05/31/2026 **Facility Type:** 90 Day Lockup
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 05/31/2025
Delinquent Juvenile Hold Approval: 6 hrs **Certificate Holder:** Fillmore County Sheriff's Office
Special Conditions:

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	20	70	14.00	Fillmore County's 2002 closed juvenile THF area is now used for minimum custody females. February 2017 the facility was reduced to a 90 day facility and reduced capacity from 24 to 20.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 5**

1. 2911.1000 TRAINING PLAN.

A facility administrator or designee shall develop and implement a training plan for the orientation of new employees and volunteers and provide for continuing in-service training programs for all employees and volunteers. Training plans shall be documented and describe curriculum, methods of instruction, and objectives. In-service training plans shall be prepared annually and shall provide documentation indicating that training for individual employees has taken into consideration their length of service, position within the organization, and previous training completed.

Inspection Findings:

The facility training plans did not meet all the elements of the Rule, including methods of instruction, objectives, and curriculum. Training plans did not document the number of hours each staff member completed yearly.

Corrective Actions:

Develop a yearly training plan that outlines all required elements of the Rule, including methods of instruction, curriculum, objectives, and a documented number of training hours for each staff member. Send the updated training plan to the DOC by June 28, 2024.

Response Needed By: 06/28/2024

2. 2911.2525 ADMISSIONS. Subpart 1. Policies and procedures.

A facility shall have written policies and procedures for processing new inmates to the facility to include, at a minimum, the following: A. obtaining and documenting available emergency medical information within two hours of admission; B. verification of court commitment papers or other legal documentation of detention. Verification shall include checking the date of admission, duration of confinement, and specific charges; C. a search of the inmate and the inmate's possessions; D. inventory and storage of the inmate's personal property; E. initial medical screening to include an assessment of the inmate's health status, including any medical or mental health needs; F. telephone calls made by the inmate during the booking and admission process and prior to assignment to other housing areas; G. shower and hair cleansing; H. issue of bedding, clothing, and personal hygiene items according to the rule requirements applicable to the anticipated length of stay of the inmate; I. photographing and fingerprinting including notation of identifying marks or unusual characteristics such as birthmarks or tattoos; J. interviewing to obtain the following identifying data: (1) name and aliases of person; (2) current address, or last known address; (3) health insurance information; (4) gender; (5) age; (6) date of birth; (7) place of birth; (8) race; (9) present or last place of employment; (10) emergency contact including name, relation, address, and telephone number; and (11) additional information concerning special custody requirements or special needs; K. initial classification of the inmate and assignment to a housing unit; L. an assigned booking number; and M. Social Security number, driver's license number, or state identification number, if available.

Inspection Findings:

One out of five inmate files did not have a mental health screening completed. The referral process was not completed correctly on one of the five mental health screenings reviewed.

Corrective Actions:

The facility shall immediately ensure all inmates have a mental health screening in their file. The facility shall retrain staff on the brief mental health screening and submit documentation to the DOC.

Response Needed By: 06/28/2024

3. 2911.2525 ADMISSIONS. Subpart 3. Orientation to rules and services.

A facility shall develop a written policy and procedure that provides: A. a method for all newly admitted inmates to receive orientation information in a manner the inmates can understand; and B. documentation by a statement that is signed and dated by the inmate that the inmate completed orientation.

Inspection Findings:

The facility is not completing orientation in a manner that ensures inmates can understand. Currently, the facility is utilizing the inmate handbook to complete orientation.

Corrective Actions:

The facility shall implement an orientation process to provide important information to newly admitted inmates. They must sign and date the form acknowledging they have completed orientation and understand it. The facility must submit the orientation form offered to the inmates to the DOC for review.

Response Needed By: 06/28/2024

4. 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:

The facility was unable to provide documentation that the required annual emergency drills were being completed.

Corrective Actions:

The facility must complete an emergency drill and submit documentation to the DOC.

Response Needed By: 06/28/2024

5. 2911.5800 AVAILABILITY OF MEDICAL AND DENTAL RESOURCES. Subpart 6. Medical screening.

A facility shall have a written policy and procedure that requires medical screening is performed and recorded by trained staff on all inmates on admission to the facility. The findings are to be recorded in a manner approved by the health authority. The screening process shall include procedures relating to: A. Inquiry into: (1) current illness and health problems, including dental emergencies, and other infectious diseases; (2) medication taken and special health requirements; (3) use of alcohol and other drugs that include types of drugs used, mode of use, amounts used, frequency used, date or time of last use, and history of problems that may have occurred after ceasing use, for example, convulsions; (4) past and present treatment or hospitalization for mental illness or attempted suicide; (5) other health problems designated by the health authority; and (6) signs and symptoms of active tuberculosis to include weight loss, night sweats, persistent cough lasting three weeks or longer, coughing up blood, low grade fever, fatigue, chest pain, prior history of active tuberculosis disease, and results of previous tuberculin skin or blood testing. B. Observations of: (1) behavior that includes state of consciousness, mental status, appearance, conduct, tremor, and sweating; and (2) body deformities, trauma markings, body piercings, bruises, lesions, and jaundice. C. Disposition to: (1) general population; (2) general population and referral to appropriate health care service; (3) referral to appropriate health care service on an emergency basis; and (4) other.

Inspection Findings:

The medical screening completed at intake is missing elements A(3), 6, and B(2) of this Rule part.

Corrective Actions:

The facility shall update the medical screening to contain all elements of this Rule part and submit it to the DOC for review.

Response Needed By: 06/28/2024**Chapter 2911 - Essential Rules Not In Compliance****Total: 2**

1. 2911.1300 CUSTODY STAFF TRAINING.

A facility shall have a written policy and procedure that provides that all custody staff receive 120 hours of orientation and training during the first year of employment. Forty of these hours are completed prior to being independently assigned to a particular post. All persons in this category are given an additional 16 hours of training each subsequent year. At a minimum, training completed before independent assignment to a particular post shall include: A. security procedures; B. supervision of inmates; C. signs of suicide risk and suicide precautions; D. vulnerable inmates; E. response to resistance regulations and tactics; F. report writing; G. inmate rules and regulations; H. rights and responsibilities of inmates; I. fire and emergency procedures; J. key control; K. interpersonal relations and communication skills; L. diversity training; M. distribution of medications; N. right to know; and O. blood-borne pathogens and communicable diseases.

Inspection Findings:

The facility orientation training plan and reviewed documentation lacked details to ensure staff received the required training hours.

Corrective Actions:

Update training records to clearly outline each staff member's completed orientation and FTO training and hours completed. These training records should include both in-person hours and online hours. DOC shall follow up to monitor this progress.

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:

There is no recreation space inside the facility. Inmates can walk the hallway or walk on the property outside while handcuffed; weather permitting.

Corrective Actions:

The requirements under this Rule part cannot be met without a significant remodel. A new facility is currently under construction and will include recreation space. No corrective action is required at this time.

Response Needed By:

Chapter 2911 - Mandatory Rules In Compliance With Concerns

Total: 2

1. 2911.3900 DIETARY ALLOWANCES. Subpart 1. Generally.

Nutritional needs of adult inmates, and juvenile inmates housed in an adult facility, shall be met in accordance with inmate needs or as ordered by a medical professional, and meet the dietary allowances contained in this part which are based upon 2005 MyPyramid guidelines for a weekly 2,400 calories per day and meeting the 2002 Dietary Reference Intakes. A facility governed by this chapter shall have menu planning sufficient to provide each inmate the specified food servings per day contained in subparts 2 to 7.

Inspection Findings:

The current process allows for the menu to be reviewed periodically for dietary allowances after it is served. The facility documents the dietician's recommendations.

Corrective Actions:

No further action is required at this time.

Response Needed By: 06/21/2024

2. 2911.4000 ANNUAL FOOD SERVICE REVIEW.

A facility's menu content and cycle shall be reviewed at least once annually by a registered dietitian or nutritionist to ensure compliance with part 2911.3900. The review the findings shall be documented and on file.

Inspection Findings:

The facility does not have a menu approved annually because meals are from a local restaurant. Meals are based on the restaurant's specials for the week.

Corrective Actions:

The facility has a dietician who periodically reviews the menu served and provides recommendations. No further action is required at this time.

Response Needed By: 06/21/2024

INSPECTION COMMENTS

The infrastructure of the Fillmore County Jail continues to show signs of significant deterioration. However, the facility has taken an aggressive approach to ensure any deficiencies are addressed with maintenance staff in a timely manner. While the jail lacks adequate space and does not have a recreation area, staff continue to make efforts to comply with Rule 2911. The county is in the process of building a new facility with a modern design to meet all Rule requirements.

MN State Statute 241.89: In speaking with the medical authority, the facility is not offering pregnancy tests to women under the age of 50. The facility shall develop a plan to ensure compliance with this statute and submit it to the DOC within 30 days of receiving this report.

Due to the county currently undergoing construction of a new facility they will be placed on annual inspections.

JJDPA Compliance

On May 2, 2024, the JJDP Act audit was conducted at the Fillmore County Jail. The Fillmore County Jail is allowed to hold a delinquent juvenile up to 6 hours, excluding weekends and holidays. The three core requirements addressed in the audit are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound separation.

According to the DOC Portal System, the Fillmore County Jail held or processed one (1) juvenile during the federal fiscal year 2023/2024. The findings are as follows:

DSO: No violations determined.

Jail Removal: No violations determined.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation if a delinquent juvenile would have to be held. 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.

Court holding: The courtrooms do not have a secure court holding area. All delinquent juveniles are brought straight into the courtroom.

Based on the documentation reviewed, no violations of the JJDP act were determined during the Fillmore County jail inspection.

Report completed By: Lauren Bizzotto – Detention Facility Inspector

Signature: 