



# 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:

### Freeborn County Jail

**Address:** 411 Broadway S, PO BOX 170, Albert Lea, MN 56007

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

**Inspection Type:** Biennial **Inspected By:** Rachel Dotseth – Detention Facility Inspector **Inspected on:** 01/10/2024

**Inspection Method:** Facility tour, staff interviews, employee and inmate file reviews, and related documentation reviews.

**Officials Present During Inspection:** Assistant Jail Administrator Tavis Bolinger; Sheriff Ryan Shea; ICE Contract Manager Valerie Taylor

**Officials Present for Exit Interview:** Assistant Jail Administrator Tavis Bolinger; Sheriff Ryan Shea; ICE Contract Manager Valerie Taylor

**Issued Inspection Report to:** Assistant Jail Administrator Tavis Bolinger; Jail Administrator Mike Stasko; Sheriff Ryan Shea; County Administrator Candace Pesch; Regional Manager Dayna Burmeister; ICE Contract Manager Valerie Taylor

## 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	120	116	2	2	98.33%	Compliance rating of 100%
2911	Essential	94	94	0	0	100.00%	Compliance rating of 90%

## TERMS OF OPERATION

**Authority to Operate:** approval **Begins On:** 03/01/2024 **Ends On:** 02/28/2026 **Facility Type:** Jail  
**Placed on Biennial Status:** Yes **Biennial Status Annual Compliance Form Due On:** 02/28/2025  
**Delinquent Juvenile Hold Approval:** 24 hrs exclusive of weekends and holidays **Certificate Holder:** Freeborn 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	148	90	133.20	None.	None.

## RULE COMPLIANCE DETAILS

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

## 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:**

The facility has completed fire and severe weather drills. However, the jail has not participated in an Emergency Evacuation drill in 2023.

**Corrective Actions:**

**The facility must conduct an Emergency Evacuation drill. Once completed documentation must be submitted to the Department of Corrections, this must be submitted by February 29, 2024.**

**Response Needed By: 02/29/2024**

## 2. 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:**

The culinary tool cabinet in the kitchen was found unsecured and staff had 3 dates pre-signed for January on the sign-out sheet.

**Corrective Actions:**

**The facility must retrain kitchen staff on the policies and procedures that are in place for security and accounting for the culinary tools. Once completed submit documentation to the Department of Corrections for review.**

**Response Needed By: 02/29/2024****Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 2**

## 1. 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:**

A review of well-being checks was conducted via video for multiple dates, times, and shifts. Well-being checks were staggered and appeared to be completed at a good pace. However, there were two checks found to be past the 30-minute time frame allowed in the rule.

**Corrective Actions:**

**Although there were 2 checks observed to be out of compliance, the facility has a well-documented audit process in place for all correctional staff, including a documented follow-up with staff. The facility shall continue their well-being check auditing process and submit the results of those audits to the inspector upon request.**

**Response Needed By:**

## 2. 2911.6500 STORAGE. Subpart 2. Refrigeration.

Medication requiring refrigeration shall be refrigerated and secured and the temperature checked daily. There must be separate refrigeration for medications only.

**Inspection Findings:**

The facility is conducting daily temperature checks but is missing some dates within the year.

**Corrective Actions:**

**The facility shall assign a staff member to complete the daily temperature checks to ensure compliance with the rule.**

**Response Needed By:**

**INSPECTION COMMENTS**

The Freeborn County Jail is clean and well-maintained. The Jail Administrator was well-prepared for the inspection and provided all the documentation needed.

The Freeborn County Jail will remain on biennial inspections.

**JJDPA Compliance**

On January 10, 2024, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Freeborn County Jail has received a "Rural Exception" to the Juvenile Justice and Delinquency Prevention Act (JJDP).

According to the DOC Portal System, the Freeborn County Jail held or processed zero (0) juveniles during the federal fiscal year from October 1, 2023 to January 10, 2024. These records have been reviewed in their entirety.

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

Based on the documentation provided and reviewed, no violations of the JJDP act were identified during the 2024 Freeborn County Jail inspection.

**Report completed By:** Rachel Dotseth – Detention Facility Inspector

**Signature:**

