



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:

Goodhue County Jail

Address: 430 W Sixth Street, Red Wing, MN 55066

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Daniel Lipa – Detention Facility Inspector **Inspected on:** 07/13/2022

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

Officials Present During Inspection: Jail Administrator Heather Stephens; Lieutenant Cory Gagnon

Officials Present for Exit Interview: Jail Administrator Heather Stephens; Lieutenant Cory Gagnon; Sheriff Marty Kelly

Issued Inspection Report to: Jail Administrator Heather Stephens; Lieutenant Cory Gagnon; Sheriff Marty Kelly; County Administrator Scott Arneson; 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	123	3	0	97.62%	Compliance rating of 100%
2911	Essential	101	97	0	4	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 08/01/2022 **Ends On:** 07/31/2024 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 07/31/2023
Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Goodhue 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	156	90	140.40	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 3**

1. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 4. Counting.

A facility shall have a written policy describing the system of counting inmates. Formal counts shall be completed with an official entry made in the daily log at least once each eight hours. The facility shall maintain a system that identifies the whereabouts of all inmates in custody and includes a system of accountability for inmates approved for temporary absences from their assigned housing units. A written policy and procedure shall provide that staff regulate inmate movement.

Inspection Findings:

Formal counts for the days preceding the inspection were not in compliance with facility policy or Rule 5000.4. Several counts were up to 30 minutes late from the 8-hour requirement in the Rule.

Corrective Actions:

Ensure that the facility staff are completing formal counts in compliance with facility policy. Train all supervisory and control center staff in the importance of formal counts within 3 months. Develop an auditing process to ensure rule and policy compliance until the 2023 self-audit.

Response Needed By: 11/01/2022

2. 2911.5300 SEARCHES, SHAKEDOWNS, AND CONTRABAND CONTROL. Subpart 5. Delivery inspection.

Materials delivered to or transported from the facility's security perimeter shall be inspected for contraband prior to distribution.

Inspection Findings:

During the inspection, the majority of staff completed high quality well-being checks, but one staff member completely missed a cell during multiple well-being checks.

Corrective Actions:

Continue the auditing process that is already in place. Train and refresh all staff on well-being checks at least yearly. Forward the final week's worth of audits to the DOC inspector each month.

Response Needed By: 11/01/2022

3. 2911.6600 DELIVERY. Subpart 16. Keep-on-person medications.

There shall be a policy and procedure for keep-on-person medications that provides for: A. medications identified and approved by the health authority as appropriate for self-administration and storage in an inmate's cell; B. procedures for an inmate's overdose of the medication; C. consequences if too much medication is found in the inmate's possession; D. how the distribution of medications under this subpart is going to be documented; and E. nonprescription medications, if any, that are available to inmates through vending machines or commissary. Keep-on-person medications shall be documented for each inmate.

Inspection Findings:

The facility does not have a policy concerning keep-on-person medications, and the ACH policy does not include pertinent details.

Corrective Actions:

Within 3 months, approve a policy consistent with the guidelines in Rule 2911.6600.16 and train all applicable staff in the new policy.

Response Needed By: 11/01/2022**Chapter 2911 - Essential Rules In Compliance With Concerns****Total: 4**

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 was completing all trainings as laid out in Rule 2911.1300, but the specific courses were not outlined in policy. This was addressed during the inspection and the policy was updated to include all required categories.

Corrective Actions:

This was corrected during the on-site inspection.

Response Needed By:**2. 2911.1500 PROGRAM STAFF TRAINING.**

A facility shall have a written policy and procedure that provides that the facility's program personnel receive at least 40 hours of orientation and training in the first year of employment, and at least 16 hours of training each year thereafter. This training must cover, at a minimum: A. security procedures and regulations; B. planning; C. development, and implementation of treatment, educational, and recreational programs; D. inmate and staff rules and regulations; E. rights and responsibilities of inmates; F. emergency procedures; G. interpersonal relations; H. interaction of elements of the criminal justice system; and I. first aid.

Inspection Findings:

Even though all the required training was being conducted, the facility policy manual did not include all of the categories from Rule 2911.1500. This was addressed and the policy was updated during the inspection.

Corrective Actions:

This was corrected during the on-site inspection.

Response Needed By:**3. 2911.2850 INMATE DISCIPLINE PLAN. Subpart 3. Due process.**

Disciplinary segregation shall be used only in accordance with due process to include at a minimum: A. published rules of conduct and penalties for violation of rules; B. written notice of alleged violation of a rule; C. the right to be heard by an impartial hearing officer and to present evidence in defense: (1) the inmate may waive the hearing in writing; and (2) a written record is made of the disciplinary hearing and sanctions or other actions taken as a result of the hearing; D. the right to appeal; E. the status of an inmate placed on disciplinary segregation for more than 30 continuous days subsequent to a disciplinary hearing shall be reviewed, approved, and documented by the facility administrator or designee at least once every 30 days, and the facility shall develop written policy, procedure, and practice that provides that inmates in disciplinary segregation receive visits from the facility administrator or designee at least once every seven days as a part of the disciplinary segregation review process; F. an inmate placed in segregation for an alleged rule violation shall have a disciplinary hearing within 72 hours of segregation, exclusive of holidays and weekends, unless documented cause can be shown for delays. Examples of causes for delay are inmate requests for delay, or logistical impossibility, as in the case of mass disturbances; and G. the facility administrator or designee can order immediate segregation when it is necessary to protect the inmate or others. This action is reviewed and documented within three working days.

Inspection Findings:

The facility policy 11-01 is in compliance with Rule 2911.2850.3, but the language is vague. It was recommended during the inspection that the facility clarify the delivery of a notice of alleged violation.

Corrective Actions:

This was corrected during the on-site inspection.

Response Needed By:

4. 2911.3600 CLOTHING AND BEDDING PROPERTY. Subpart 8. Protective clothing.

A facility shall have written policy, procedure, and practice that provides for the issue of special and, where appropriate, protective clothing and equipment to inmates participating in special work assignments. The clothing is available in quantities that permit exchange as frequently as the work assignment requires.

Inspection Findings:

While the facility supplies the needed protective clothing and equipment, the policy in place does not specify it. The policy as well as the detainee worker agreement were updated during the inspection.

Corrective Actions:

This was corrected during the on-site inspection.

Response Needed By:

INSPECTION COMMENTS

This was Heather Stephens' first inspection as the Jail Administrator.

Physical Plant:

The facility was clean and in good repair during the inspection. The intake garage cannot accommodate emergency vehicles due to the garage doors being too narrow. While this is not an emergent issue, it would warrant discussion. The facility size and bed space capacity appears to be adequate for the current needs of the county.

Operational Observation/Recommendations:

Through conversations with staff and detainees, it is apparent that there is a high level of professionalism at the facility. It appears that there are open lines of communication between ranks as well. The facility is updating the current policy manual to Lexipol, which has proven to be a long process. It is giving the administration an opportunity to update policies.

Overall, the facility has a high level of Rule compliance. Many of the issues that were found revolve around verbiage in policy and not failures of practice. All issues identified in the 2020 inspection have been corrected.

The inspection identified issues with well-being checks as well as formal counts of the facility. These issues need to be corrected, as well-being checks and counts are two of the most important activities that are conducted in jails.

It is recommended to continue the Goodhue County Jail on biennial inspection.

JJDP A Compliance

On July 13, 2022, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Goodhue County Jail has No Juvenile Approval. 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.

DSO: No violations of the facility holding status offenders in the jail was found.

Jail Removal: No violations identified.

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 reviewed, no violations of the JJDP Act were found during the Goodhue County jail inspection.

Report completed By: Daniel Lipa – Detention Facility Inspector

Signature:

