



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:

Hennepin County ACF - Men

Address: 1145 Shenandoah Lane, Plymouth, MN 55447

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 06/19/2019

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

Officials Present During Inspection: Correctional Institution Manager Sean Chapman; Corrections Unit Supervisor Thomas Schmalz; Director Karen Kugler

Officials Present for Exit Interview: Correctional Institution Manager Sean Chapman; Corrections Unit Supervisor Thomas Schmalz

Issued Inspection Report to: Correctional Institution Manager Sean Chapman; Corrections Unit Supervisor Thomas Schmalz; Director Karen Kugler; County Administrator David Hough

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	120	2	4	98.41%	Compliance rating of 100%
2911	Essential	103	102	0	1	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 07/01/2019 **Ends On:** 06/30/2021 **Facility Type:** Adult Correctional Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 06/30/2020

Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Hennepin County Community Corrections

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	Male	399	85	339.15	2016 report operating capacity changed 85%.	None.

RULE COMPLIANCE DETAILS

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

1. 2911.1350 MEDICAL TRAINING FOR CUSTODY STAFF.

By policy and procedure a training program shall be established by the facility administrator in cooperation with the health authority, that provides instruction in the following areas: A. first aid training for custody personnel responsible for the supervision, safety, and well-being of prisoners; B. recognition of signs and symptoms of illness and knowledge of action required in potential emergency situations; C. administration of first aid and cardiopulmonary resuscitation (CPR). Recertification training shall occur as required with respect to first aid and CPR. The training shall be documented; D. methods of obtaining assistance; E. recognition of signs and symptoms of mental illness, developmental disabilities, emotional disturbance, and chemical dependency; and F. procedures for inmate transfers to appropriate medical facilities or other health care providers.

Inspection Findings:

Only new hires receive mental health training or medical training. Currently, about 30 percent of staff do not have CPR training.

Corrective Actions:

It is imperative that Hennepin County provide medical training and mental health training for all staff. Staff must be able to recognize and address the medical needs of inmates. Submit a training plan for staff medical training to the Department of Corrections for review.

Response Needed By: 08/15/2019

2. 2911.6800 CONTROL. Subpart 1. Records.

Records of receipt, the quantity of the drugs, and the disposition of all prescription medications shall be maintained in detail to enable an accurate accounting.

Inspection Findings:

With the current medication system the facility uses, there is not a procedure in place for accurate accounting of all prescription medications.

Corrective Actions:

Create a system of accountability for all prescription medications for inmates. It is recommended to have the medical staff complete a pill verification count when new medications arrive and a weekly medication verification count on all prescription medication. Submit documentation of new medication procedures to the Department of Corrections for review.

Response Needed By: 08/15/2019**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 4**

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 training plan is indepth and comprehensive but it does not incorporate all the required training that is given each year such as annual evacuation drill, fire drills, post order review, or conferences. Also, medical training and mental health training will need to be added to the curriculum.

Corrective Actions:

Update the training plan to include all training that is required or routinely trained on for the year.**Response Needed By:**

2. 2911.2500 SEPARATION OF INMATES. Subpart 1. General.

A combination of separate housing units inclusive of special management areas, general population, and minimum security areas and cells, dormitories, and dayroom spaces shall be provided to properly segregate inmates pursuant to Minnesota Statutes, section 641.14. The facility shall provide for the separate housing of the following categories of inmates: A. female and male inmates; B. community custody inmates such as work release or sentencing to service; C. inmates requiring disciplinary segregation; D. inmates requiring administrative segregation; E. juveniles who do not meet Minnesota statutory requirements for placement with adults; F. special management, general population, and minimum security inmates as considered appropriate to the facilities design intent and classification system; and G. inmates classified as mentally ill or special needs inmates in a manner consistent with Minnesota Statutes, section 253B.05.

Inspection Findings:

Please see comments for Classification and Separation.

Corrective Actions:

NA.

Response Needed By:

3. 2911.2600 CLASSIFICATION OF INMATES. Subpart 1. Policy and procedure.

A facility shall have a written policy and procedure that provides for inmate classification in terms of level of custody required, housing assignment, participation in facility programs, and use of any overrides. The facility's policy and procedure on classification shall include consideration of the following: A. inmate gender; B. juvenile or adult status; C. category of offense; D. severity of current charges, convictions, or both; E. degree of escape risk; F. potential risk of safety to others and self; G. institutional disciplinary history; H. serious offense history; I. special needs assessment, inclusive of vulnerable adults, which includes a determination of how medical needs, mental health needs, developmental disability, or other behavioral or physical limitations or disabilities may impact on the classification of an inmate and appropriate housing of same; and J. special management inmate status.

Inspection Findings:

Please see comments for Classification and Separation.

Corrective Actions:

NA.

Response Needed By:

4. 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:

There are staff that had not completed the first two quarters of the quarterly emergency review. They allow staff to be able to wait and complete the review later as long as they complete all 4 quarters by the end of the year.

Corrective Actions:

Staff will need to complete the quarterly emergency review in the time frame it is required. Make staff aware that all emergency reviews will need to be completed each quarter. Submit plan or corrective action to the Department of Corrections to address this concern.

Response Needed By:**Chapter 2911 - Essential Rules In Compliance With Concerns****Total: 1**

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:

All staff meet the training requirements but a large percentage of the training consists of on-line training or video training. Although this is a good tool to utilize, it does not provide the diversity or hands on training that an instructor would provide. Also, not all staff are completing the fire drills.

Corrective Actions:

It is recommended to continue to try to provide classroom or instructor training to staff to meet the minimum training requirements for staff.

It is also recommended to incorporate training drills into the training curriculum, such as inmate suicide, man down, and serious assault drills. It is imperative that all staff receive the fire and evacuation drills.

Response Needed By:**INSPECTION COMMENTS****STAFFING:**

Staff levels are now meeting the needs of the facility. All corrective actions from the last inspection regarding staffing has been addressed. The housing units and facility are now properly staffed. This was an ongoing concern for multiple inspection and alleviates past rule deficiencies.

PHYSICAL PLANT:**Classification and Separation:**

This is an ongoing issue for Hennepin County ACF that cannot be totally alleviated due to the physical plant of the facility but with the use of time phasing it has improved. Hennepin County ACF has two cell blocks that are identical and both hold roughly 200 inmates. The Classification system for the facility defines the security level of the inmate, whether they are classified as work release, inmate worker, or straight time and which programs they qualify to attend. Hennepin ACF has now implemented the use of time phasing with the inmates' classification and programming needs to help address the classification and separation issues. This plan has been implemented now that the facility is at adequate staffing levels. It must be noted that Hennepin ACF should be recognized for their extensive programming within the facility that address all the needs of the inmates. Due to the extensive programming of the Hennepin County ACF it does mix some classifications for the benefit of the programming.

Minimum Security inmates:

In 2010, the men's work release building was closed and all minimum security inmates were moved to the ACF building. On average the ACF released 75 to 100 inmates daily for work release or work crews and contraband is an ongoing issue for the facility. This is a direct result of the facility's inability to keep the inmates that have authorization to leave the facility separate from the general population.

The Need for Specialized Housing:

The physical plant of the facility does not adequately address inmates with mental health issues or special management needs. Any deviating classification factors that would categorize an inmate into special management, either by the medical staff or the classification team, only puts that inmate into a cell that is considered 'higher observation' in one of the cell blocks. The 'high observation' cells do not meet classification and separation requirements due to the physical plant of the cell blocks.

There is a 10 bed segregation unit that holds discipline segregation and administrative segregation. This unit is continually full and does not meet the needs of a facility of this size.

Cameras:

The cameras that are used in a few areas of the jail are outdated and of poor quality. The video of the dining area is too pixilated to provide adequate viewing. The camera coverage in the cell blocks at night is too inadequate to view staff properly. There are dated cameras throughout the facility and it is recommended those cameras be upgraded to a quality that is useful to the facility.

Showers:

The showers in the housing units are in need of remodeling. It is recommended that the shower areas be remodeled with current detention standards and inmate needs in mind.

It is strongly recommended that the officials of Hennepin County look at the current and future public safety needs of this facility and plan for long-term solutions.

JJDPA Compliance

On June 19th 2019, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Hennepin County Adult Correctional Facility-Mens has no approval to hold delinquent juveniles.

According to statewide supervision system and facility records the Hennepin County A.C.F. Mens held or processed 0 (zero) juveniles during the year 2019.

DSO: I did not find any violations of the facility holding any status offenders.

Jail Removal: Any juveniles brought to the A.C.F. were certified as adults.

Sight and Sound Separation: The facility houses no delinquent juveniles.

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

Based on these facts and documentation that I reviewed, I did not find any violations of the JJDP act during the Hennepin County A.C.F. Mens inspection.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature:

