



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:

Hennepin County ACF - North

Address: 1345 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:** 06/24/2019

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

Officials Present During Inspection: Correctional Institution Manager Erica Johnson; Superintendent Sean Chapman

Officials Present for Exit Interview: Correctional Institution Manager Erica Johnson

Issued Inspection Report to: Correctional Institution Manager Erica Johnson; Director Karen Kugler; Superintendent Sean Chapman; County Administrator David J. 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	121	4	1	96.83%	Compliance rating of 100%
2911	Essential	101	99	0	2	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional 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	Female	78	95	74.10	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 4

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. 2911.5300 SEARCHES, SHAKEDOWNS, AND CONTRABAND CONTROL. Subpart 4. Daily inspections.

A facility shall be inspected at least daily for contraband, evidence of breaches in security, and inoperable security equipment, and shall document the inspection.

Inspection Findings:

The facility does not complete a daily inspection for contraband, evidences in breaches in security, and inoperable security equipment.

Corrective Actions:

It is imperative that all aspects of the jail are being checked daily for breaches in security, contraband, and inoperable security equipment. Inform staff of the change in daily procedures. Notify the Department of Corrections of the daily inspection procedures.

Response Needed By: 08/15/2019

3. 2911.6500 STORAGE. Subpart 6. Needles and other medical sharps.

There shall be a written policy and procedure for the control and disposal of medical sharps and supplies. Medical sharps and supplies when used or stored in inmate housing areas shall be accounted for and secured in a locked area.

Inspection Findings:

The facility allows housing units to keep their razors in their possession. This does not allow for accountability or control of sharp supplies.

Corrective Actions:

Create a system of accountability for inmate sharps. Inform staff in the change in procedures. Submit to the Department of Corrections corrective action for inmate sharps accountability.

Response Needed By: 08/15/2019

4. 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: 1**

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:

The well-being checks are being done in a timely manner but it was noted that during sleeping hours some of the staff completed the well-being checks at a pace that was too fast to be regarded as a well-being check. Well-being checks need to be completed at a pace that verifies all inmates are ok.

Corrective Actions:

Staff need to have a review of policy or retraining on how proper well-being checks are completed. Submit corrective action of to the Department of Corrections for review.

Response Needed By:

Chapter 2911 - Essential Rules In Compliance With Concerns**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:

All staff meet the training requirements but a large portion of the training consists of on-line department 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. Staff would benefit from more hands on drills such as man down drill or suicide drill.

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.

Response Needed By:

2. 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 does not serve a notice of violation in writing to inmates when they are in violation of facility rules, they are notified verbally.

Corrective Actions:

It is recommended to create a written notice of violation form to serve to inmates that have violated facility rules. Include the right to have a hearing and the right to waive the hearing. Notify staff in the change in procedures.

Response Needed By:

INSPECTION COMMENTS

Comments:

The showers in the facility are showing wear and a long-term plan is needed to address future facility needs. The outdoor recreation area could benefit from more razor wire around the perimeter.

The Hennepin County ACF-North will continue to be on a biennial status.

JJDPA Compliance

A Juvenile Justice and Delinquency Prevention Act audit was conducted June 24th, 2019. The Hennepin County Adult Correctional Facility-North has no approval to hold delinquent juveniles.

According to statewide supervision and facility records the Hennepin County A.C.F.-North held or processed 0 (zero) juveniles during the federal fiscal 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. North inspection.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature:

