



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 - North

Address: 1345 Shenandoah Lane, Plymouth, MN 55447

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Daniel Lipa – Detention Facility Inspector **Inspected on:** 01/04/2023 to 01/18/2023

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

Officials Present During Inspection: Assistant Superintendent Joe Comstock; Assistant Superintendent Deb Dayton; Superintendent Sean Chapman; Corrections Institutional Supervisor Ron Harley

Officials Present for Exit Interview: Assistant Superintendent Joe Comstock; Assistant Superintendent Deb Dayton; Corrections Institutional Supervisor Ron Harley

Issued Inspection Report to: Director Karen Kugler; Superintendent Sean Chapman; 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	124	0	2	100.00%	Compliance rating of 100%
2911	Essential	101	100	0	1	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 02/01/2023 **Ends On:** 01/31/2025 **Facility Type:** Adult Correctional Facility
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 01/31/2024
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 In Compliance With Concerns**Total: 2**

1. 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 did not previously have a way for residents to acknowledge that they had received an orientation to the facility if they had a sentence shorter than five days.

Corrective Actions:

The policy manual was updated to be compliant with this standard and there has been a form generated for new residents to acknowledge that they have received the information. No additional actions are required at this time.

Response Needed By:

2. 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:

Policy language and practice fails to meet the requirements of this Rule part. The facility does not typically offer keep-on-person medications, but did acknowledge that they have in certain circumstances in the past.

Corrective Actions:

Update policy and procedure language to be consistent with this Rule part before issuing any keep-on-person medications.

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

1. 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 policy manual had a time limit for a discipline hearing, 7 days after the pending discipline notice.

Corrective Actions:

Policy language and practice have been updated to require a discipline hearing within 72 hours of an alleged violation. No additional action is required at this time.

INSPECTION COMMENTS

Pandemic Planning:

The facility did a good job of preparing for and responding to the COVID pandemic. They are still taking precautions regarding the risk of community spread. The facility lost many of their volunteers and outside resources during the period of the pandemic. They need to resume ways to provide programming opportunities for the female population.

Physical Plant:

The facility appeared clean and well maintained during the inspection as well as during other visits throughout the inspection period. It is recommended that the facility consider upgrading some fixtures throughout the facility to meet current construction guidelines and reduce the availability of ligature points in areas that are hard to monitor.

The facility is currently undergoing multiple construction and technology upgrade projects including upgrading their visiting room and opportunities as well as their camera monitoring capabilities.

Programming:

The Hennepin ACF North has programming within the facility that address the needs of the inmates. They have provided services that bridge the gap from confinement to community for inmates preparing for release.

Previous inspection reports have highlighted that the facility is lacking active recreation opportunities. The use of the outside recreation is seasonal and limits the amount of active recreation the residents receive. This continues to be an issue, though the facility has added multiple other pieces of exercise equipment to the area and has recently purchased multiple corrections-grade exercise units. They are awaiting delivery and installation of these items, and they will help to alleviate the lack of active recreation availability. The facility also had programming come into the facility such as a yoga instructor, but this was halted during the pandemic. The facility is highly encouraged to renew relationships with outside volunteers such as this and resume programming opportunities for the population.

Well-being checks:

The facility has implemented an auditing process for well-being checks. This process appears to be working as desired. Video verification of well-being checks conducted during the inspection found that well-being checks across multiple days and different shifts were conducted in a high quality, effective manner.

Hennepin County ACF-North maintains a high-level of 2911 Rule compliance and will continue to be on a biennial inspection status.

JJDPA Compliance

A Juvenile Justice and Delinquency Prevention Act audit was conducted January 11th, 2023. The Hennepin County Adult Correctional Facility-North has no approval to hold delinquent juveniles.

According to DOC Portal system and facility records the Hennepin County A.C.F.-North held or processed 0 (zero) juveniles during the federal reporting period.

DSO: There were no violations found 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 were reviewed, there were no violations found of the JJDP act during the Hennepin County A.C.F. North inspection.

Report completed By: Daniel Lipa – Detention Facility Inspector

Signature:

