



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:

Houston County Juvenile Detention Center

Address: 306 S Marshall Street, Caledonia, MN 55921

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Annual **Inspected By:** Stephanie Kantola – Detention Facility Inspector

Inspected on: 05/14/2025

Inspection Method: Onsite, scheduled initial annual inspection, May 14-15, 2025.

Officials Present During Inspection: Jail Administrator Rachel Meyer

Officials Present for Exit Interview: Jail Administrator Rachel Meyer

Issued Inspection Report to: Jail Administrator Rachel Meyer

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance
2960	Mandatory	350	345	5

TERMS OF OPERATION

Authority to Operate: approval

Begins On: 07/01/2025 **Ends On:** 06/30/2027

Facility Type: 8 Day Temporary Holdover Facility

Placed on Biennial Status: No

Biennial Status Annual Compliance Form Due On:

Delinquent Juvenile Hold Approval:

Certificate Holder: Houston County
304 S. Marshall Street
Caledonia, MN 55921

Special Conditions:

Approved Capacity Details **Operational Capacity is calculated as a percent of Approved Capacity beds.*

Bed Type	Gender	Approved Capacity	Effective Date	%Operating Capacity	Operational Capacity	Pre 96 LTSR	Post 96 LTSR	Bed Details	Conditions
Secure Services	Coed	8	7/1/2024	100	8.00	0	0	Age limit- 21.	

RULE COMPLIANCE DETAILS

Chapter 2960 - Mandatory Rules Not In Compliance

Total: 5

1. 2960.0050 RESIDENT RIGHTS AND BASIC SERVICES. Subpart 3.B.. Basic rights information.

The license holder must meet the requirements of this subpart. The license holder must tell the resident's parent, guardian, or custodian within a reasonable time after admission to the facility that the information in item A is available.

Inspection Findings:

Three of three resident files reviewed revealed the license holder did not notify the resident's parent, guardian, or custodian within a reasonable time after admission to the facility that the information in item A is available.

Corrective Actions:

Immediately and on an ongoing basis the license holder must meet the requirements of resident right notifications.

Response Needed By:

2. 2960.0070 ADMISSION POLICY AND PROCESS. Subpart 4.C.. Inventory and handling of resident property.

The license holder must inventory the resident's personal property, including clothing, and have the resident and the license holder sign the inventory upon admission. If the resident refuses to sign the inventory, two facility staff must sign the inventory. The license holder must ensure that a resident retain the use and availability of personal funds or property unless restrictions are justified in the resident's treatment plan. License holders and program staff must not: (1) borrow money from a resident; (2) purchase personal items from a resident; (3) sell merchandise, except through a canteen type service, or sell personal services to a resident; (4) require a resident to buy items for which the license holder is eligible for reimbursement; or (5) use resident funds in a manner that would violate part 9505.0425, subpart 3.

Inspection Findings:

Three of three resident files reviewed did not have the required signatures on the resident inventory upon admission. In addition, two of two resident discharge inventories were not signed as required.

Corrective Actions:

Immediately and on an ongoing basis the license holder must meet the requirements for handling resident inventory.

Response Needed By:

3. 2960.0070 ADMISSION POLICY AND PROCESS. Subpart 5.D.. Resident screening.

A resident admitted to a facility must be appropriately screened by a trained person, using screening instruments approved by the commissioner of human services and corrections. D. The screenings must include documented inquiries and the results of the inquiries regarding the degree to which the resident's family desires to be involved during the resident's stay at the facility. The resident and resident's family response must be documented.

Inspection Findings:

Three of three resident files reviewed did not identify the degree of family involvement from the resident and the family.

Corrective Actions:

Immediately and on an ongoing basis the license holder must meet the requirements for admission screenings.

Response Needed By:

4. 2960.0080 FACILITY OPERATIONAL SERVICES, POLICIES, AND PRACTICES. Subpart 11.D.1.. Health and hygiene services.

The license holder must meet the conditions in items A to F. D. The license holder, in consultation with a medically licensed person, must have a plan for the safe storage and delivery of medicine. The license holder must meet the requirements in subitems (1) to (5). (1) The license holder must contact a newly admitted resident's prescribing medically licensed person to verify the following information regarding prescribed medication: (a) instructions about how the medication must be administered; (b) the symptoms that the medication will alleviate; and (c) the symptoms that would warrant consultation with the physician.

Inspection Findings:

Three of three resident files reviewed did not identify the license holder was contacting the newly admitted resident's prescribing medically licensed person.

Corrective Actions:

**Immediately and on an ongoing basis the license holder must meet the requirements of health and hygiene services.
The license holder has submitted a variance for this Rule part.**

Response Needed By:

5. 2960.0100 PERSONNEL POLICIES. Subpart 3.A.2.. Orientation and in-service training.

Orientation training must include at least the subjects in subitems (1) to (6): (2) relevant statutes and administrative rules and legal issues, including reporting requirements for abuse and neglect specified in Minnesota Statutes, sections 626.556 and 626.557, and other reporting requirements based on the ages of the residents;

Inspection Findings:

The license holder is missing subitems 2,3,4, and 6 from the staff orientation training.

Corrective Actions:

Within 30 days of receipt of this inspection report, the license holder must have an updated orientation training plan that includes all the requirements that will be utilized for orientation training. This plan is to be submitted to DOC within 30 days of receipt this inspection report.

Response Needed By: 07/23/2025**INSPECTION COMMENTS**

The license holder will transition to biennial inspections at this time.

The license holder updated the Policy and Procedure Manual, required family and resident surveys, and required annual facility evaluation to meet requirements.

JJDP A Compliance

No violations were identified.

Report completed By: Stephanie Kantola – Detention Facility Inspector

Signature: Stephanie Kantola