



# 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:

### Isanti County Jail

**Address:** 509 Eighteenth Avenue SW, Cambridge, MN 55008

**MN Governing Rule:** 2911 Local Adult Detention Facilities

**Inspection Type:** Annual **Inspected By:** Rachel Dotseth – Detention Facility Inspector **Inspected on:** 02/14/2024

**Inspection Method:** Facility walk-through, staff and inmate interviews, staff and inmate file reviews, and facility documentation reviews.

**Officials Present During Inspection:** Assistant Jail Administrator Jackie Johnson; Deputy Chief John Gillquist; Jail Administrator Cortney Altergott; Sheriff Wayne Seiberlich

**Officials Present for Exit Interview:** Assistant Jail Administrator Jackie Johnson; Jail Administrator Cortney Altergott; Sheriff Wayne Seiberlich

**Issued Inspection Report to:** Jail Administrator Cortney Altergott; Sheriff Wayne Seiberlich; County Administrator Julia Lines; Regional Manager Jake McLellan

## 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	4	2	96.83%	Compliance rating of 100%
2911	Essential	98	95	3	0	96.94%	Compliance rating of 90%

## TERMS OF OPERATION

**Authority to Operate:** approval **Begins On:** 04/01/2024 **Ends On:** 03/31/2025 **Facility Type:** Jail

**Placed on Biennial Status:** No **Biennial Status Annual Compliance Form Due On:**

**Delinquent Juvenile Hold Approval:** 6 hrs **Certificate Holder:** Isanti 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	111	85	94.35	None	None

## RULE COMPLIANCE DETAILS

### Chapter 2911 - Mandatory Rules Not In Compliance

**Total: 4**

- 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:**

I reviewed 5 custody staff training files, there was no documentation that custody staff have been trained on procedures for inmate transfers to appropriate medical facilities or other health care providers.

**Corrective Actions:**

**Provide medical training for all staff that reflects the rule requirements for element F. Submit documentation once all custody staff have completed the training to the Department of Corrections by 05/31/2024.**

**Response Needed By: 05/31/2024**

2. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 1. Emergency plan.

A facility shall have a written disaster plan. The plan shall include policies and procedures designed to protect the public by securely detaining inmates who represent a danger to the community or to themselves when the facility must be evacuated in total. The plan shall also include: A. location of alarms and fire fighting equipment; B. an emergency drill policy as follows: (1) at least annual drills at all facility locations; and (2) drills shall be conducted even when evacuation of extremely dangerous inmates may not be included; C. specific assignments and tasks for personnel; D. persons and emergency departments to be notified; E. procedure for evacuation of inmates; and F. arrangements for temporary confinement of inmates.

**Inspection Findings:**

The facility was not able to provide documentation that emergency drills were completed since the last inspection. The jail has not participated in an Emergency Evacuation drill since 2022.

**Corrective Actions:**

**The facility must conduct an Emergency Evacuation drill. Once completed documentation must be submitted to the Department of Corrections, this must be submitted by 05/31/2024.**

**Response Needed By: 05/31/2024**

3. 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:**

The facility was not able to provide documentation that the quarterly reviews of emergency procedures are being completed.

**Corrective Actions:**

**Ensure that all staff are reviewing the emergency procedures quarterly, signing, and initialing. This shall be documented to include all support staff- ie; kitchen and medical. Submit to the Department of Corrections by 04/12/2024 for review.**

**Response Needed By: 04/12/2024**

4. 2911.3800 FOOD HANDLING PRACTICES.

Food service shall be provided according to Minnesota Department of Health rules.

**Inspection Findings:**

There is no documentation that a Minnesota Department of Health inspection has been conducted since the last inspection.

**Corrective Actions:**

**The facility needs to schedule a Minnesota Department of Health inspection and submit documentation to the Department of Corrections by 04/12/2024.**

**Response Needed By: 04/12/2024**

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

Custody staff did not receive the required 120 hours of training during their first year of employment. After reviewing five custody staff training records, documentation showed that staff did not receive training in the following areas: diversity, response to resistant regulations and tactics, report writing, inmate rules and regulations, vulnerable inmates, right to know, and blood-borne pathogens. All custody staff also need to be trained in response to resistance regulations and tactics.

**Corrective Actions:**

**Ensure that all new correctional and custody staff are receiving training as required by the rule. Submit documentation to the Department of Corrections by 05/31/2024.**

**Response Needed By: 05/31/2024**

**2. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 7. Recreation plan.**

The facility administrator or designee shall have a plan providing opportunities for physical exercise and recreational activities for all inmates consistent with the facility's classification and design. Class I facilities are exempt from this requirement. The plan shall include policies and procedures necessary to protect the facility's security and the welfare of inmates. Policy and procedure shall provide: A. inmates with access to recreational opportunities and equipment, including seven hours of physical exercise or recreation outside the cell and adjacent dayroom areas per week; B. recreational opportunities a minimum of five days per week; C. indoor space and equipment for active recreational activities in all Class II to Class VI facilities; D. outdoor recreational space and equipment for outdoor recreational programming in all Class VI facilities. The space and equipment shall be provided in a manner consistent with the facility's security classification; E. passive and active recreation needs and equipment for a variety of inmates consistent with the facility's classification and offenders served. As an example, activity needs of geriatric, disabled, or geriatric and disabled offenders shall be addressed; F. inmates in segregation with a minimum of one hour a day, seven days a week, of exercise outside the inmates' cells, unless security or safety considerations dictate otherwise; and G. discretionary access by inmates on segregation status to the same recreational facilities as other inmates unless security or safety considerations dictate otherwise. When inmates on segregation status are excluded from use of regular recreation facilities, the alternative area for exercise used shall be documented.

**Inspection Findings:**

The facility's recreation space does not meet the requirements of the rule regarding passive and active recreation opportunities. The space is too small and cluttered for active recreation and no exercise equipment.

**Corrective Actions:**

**This is a physical plant issue. It is recommended to add recreational equipment to be utilized to improve recreational opportunities at the facility.**

**Response Needed By:**

## 3. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 4. Reporting of unusual occurrences.

Incidents of an unusual or serious nature shall be reported within ten days of the incident in writing to the Department of Corrections in the format required by the department. The reports shall include the names of persons involved, staff and inmates, nature of the unusual occurrence, actions taken, and the date and time of the occurrence. Unusual occurrences requiring reporting to the DOC include such occurrences as: A. attempted suicide; B. suicide; C. homicide; D. death, by means other than suicide or homicide; E. serious injury or illness subsequent to detention including incidents resulting in hospitalization for medical care; F. hospitalization associated with mental health needs; G. attempted escape or escape from a secured facility; H. incidents of fire requiring medical treatment of staff or inmates or a response by a local fire authority; I. riot; J. assaults of one inmate by another that result in criminal charges or outside medical attention; K. assaults of staff by inmates that result in criminal charges or outside medical attention; L. injury to inmates through response to resistance by staff controlling inmate behavior; M. occurrences of infectious diseases and action taken relative to same when a medical authority has determined that the inmate must be isolated from other inmates; and N. reporting of all notices of intent to file litigation against the facility resulting from matters related to the detention or incarceration of an inmate; O. sexual misconduct, such as inmate on inmate, staff on inmate, and inmate on staff; and P. use of sexual materials, electronic media for sexual purposes, or both. In the event of an emergency such as serious illness or injury where death may be imminent, individuals designated by the inmate shall be notified. Permission for notification, if possible, shall be obtained from the inmate.

**Inspection Findings:**

The facility has not submitted an unusual occurrence through the Department of Corrections Portal system since 08/23/2023. The facility stated they had reportable incidents but were unaware of which incidents should be reported.

**Corrective Actions:**

**The facility shall report all emergencies and unusual occurrences to the Department of Corrections Portal system. The facility shall submit all qualifying incidents from 08/24/23 to the date of the inspection.**

**Response Needed By: 04/12/2024****Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 2**

## 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:**

A review of well-being checks was conducted via video for multiple dates, times, and shifts. There were two checks found to be completed at too fast a pace to ensure the inmate's well-being.

**Corrective Actions:**

**The facility inspector will continue to monitor for continuance of compliance for well-being checks.**

**Response Needed By:**

## 2. 2911.6500 STORAGE. Subpart 2. Refrigeration.

Medication requiring refrigeration shall be refrigerated and secured and the temperature checked daily. There must be separate refrigeration for medications only.

**Inspection Findings:**

The facility did not document several dates for daily temperature checks in January.

**Corrective Actions:**

The facility shall assign staff to complete the daily temperature checks when medical staff are not onsite, to ensure compliance with the rule.

**Response Needed By:**

**INSPECTION COMMENTS****Physical Plant:**

The Isanti County Jail was built in 1984. The facility is showing significant signs of aging. Rust stains, water damage, cracked ceilings, and chipped paint were identified throughout the facility.

The medical area is used for the storage of multiple items. This creates an unsafe environment for both medical staff and inmates due to the room being cluttered with medical equipment and supplies for weapons and or contraband.

The above-mentioned concerns have been noted on previous inspections for the jail for many years. To correct these issues, the facility would need major renovations for the future of the facility.

The facility will remain on annual inspections.

**JJDPA Compliance**

On February 14, 2024, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Isanti County Jail has a six hour hold approval. The three core requirements included in the audit are the Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound Separation.

The Isanti County Jail held or processed 14 juveniles during the federal fiscal year from October 1, 2023 to the date of this inspection. 100 percent of the federal year juvenile data was reviewed. The findings are as follows:

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

Jail Removal: No violations for the jail removal standard.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. Juveniles are held in a cell off of booking, away for the male population. Isanti County uses Anoka County Regional Juvenile Center for juvenile placement.

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

Based on the documentation reviewed, zero (0) violations of the JJDP Act were determined during the Isanti County inspection.

**Report completed By:** Rachel Dotseth – Detention Facility Inspector

**Signature:**

