



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:

Kittson County Jail

Address: 410 S Fifth Street, SUITE 102, Hallock, MN 56728

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Troy Okerlund – Detention Facility Inspector **Inspected on:** 08/06/2021

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

Officials Present During Inspection: Jail Administrator Kelly Kukowski; Sheriff Mark Wilwant

Officials Present for Exit Interview: Jail Administrator Kelly Kukowski; Sheriff Mark Wilwant

Issued Inspection Report to: Jail Administrator Kelly Kukowski; Sheriff Mark Wilwant; County Administrator Killon Hayes; 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	127	124	2	1	98.43%	Compliance rating of 100%
2911	Essential	100	97	1	2	99.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 09/01/2021 **Ends On:** 08/31/2023 **Facility Type:** 90 Day Lockup
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 08/31/2022
Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Kittson 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	6	85	5.10	None.	None.

RULE COMPLIANCE DETAILS

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

1. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 4. Counting.

A facility shall have a written policy describing the system of counting inmates. Formal counts shall be completed with an official entry made in the daily log at least once each eight hours. The facility shall maintain a system that identifies the whereabouts of all inmates in custody and includes a system of accountability for inmates approved for temporary absences from their assigned housing units. A written policy and procedure shall provide that staff regulate inmate movement.

Inspection Findings:

The facility had one resident at the time of the inspection. Review of well-being check logs show compliance with the rule, however formal counts are not properly documented.

Corrective Actions:

Formal accounts are to be conducted at a minimum of every eight hours and must be documented accordingly.

Response Needed By: 10/29/2021

2. 2911.5550 LOCKS AND KEYS. Subpart 2. Lock policy.

A facility shall have a written policy and procedure that requires that all security perimeter entrances, control center doors, and housing unit doors are kept locked, except when used for admission or exit of employees, inmates, or visitors, and in an emergency. A facility equipped with a sally port shall ensure that only one of the doors of a sally port is opened at any point in time for entry or exit purposes.

Inspection Findings:

There were operational safety and security rule violations identified during the inspection. These findings are of a sensitive nature and are addressed in a August 12, 2021 confidential letter to the Sheriff.

Corrective Actions:

Must submit a plan of corrective action to the Department of Corrections for compliance.

Response Needed By: 09/30/2021**Chapter 2911 - Essential Rules Not In Compliance****Total: 1**

1. 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:

There is no space in the facility for active recreation.

Corrective Actions:

This is a physical plant issue that cannot be resolved without a major remodel or addition. It is recommended that the facility continue to provide as much physical activity possible within the limitations of the space provided.

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

1. 2911.7200 HOUSEKEEPING, SANITATION, AND PLANT MAINTENANCE. Subpart 1. General.

A facility shall have a policy and procedure that provides that the facility shall: A. be kept in good repair to protect the health, comfort, safety, and well-being of inmates and staff; B. document weekly sanitation inspections; and C. document deficiencies from the weekly sanitation inspection, if any, have been ordered.

Inspection Findings:

The facility has established a plan for daily inspection of housekeeping, sanitation, and plant maintenance 2911.7200 Sub 4. This was being used in conjunction with weekly sanitation inspections 2911.7200 Sub 1.

Corrective Actions:

It is recommended that the two be differentiated both in documentation and the level of inspection(s). One being a maintenance and one being housekeeping/sanitation.

Response Needed By:**Chapter 2911 - Essential Rules In Compliance With Concerns****Total: 2**

1. 2911.2700 INFORMATION TO INMATES. Subpart 2. Program options and activities.

An inmate shall be provided written information on program options and activities within 24 hours of admission, excluding weekends and holidays. A facility staff member shall review program options and activities with inmates who are unable to read, within 24 hours of admission, excluding weekends and holidays. A Class I facility is exempt from this requirement with the exception of those approved by the commissioner to house inmates serving alternative sentences.

Inspection Findings:

Not all programming options are provided in writing within 24 hours of admissions to the facility.

Corrective Actions:

It is recommended that a more detailed description of program options and activities be furnished to residents within the first 24 hours of admission. Additionally it is recommended that programming options be posted within the day rooms of the facility.

Response Needed By:

2. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 5. Substance abuse programs.

A facility shall have a written plan for providing services for inmate chemical dependency issues.

Inspection Findings:

The facility has program documentation for A.A. and N.A. groups. The Jail Administrator reports currently working with Kittson County Health Services to implement a written plan for providing services to residents with chemical dependency issues.

Corrective Actions:

Provide a written plan to Department of Corrections for providing services to residents with chemical dependency issues

Response Needed By: 10/29/2021

INSPECTION COMMENTS

The facility has addressed the deficiencies from the previous inspection to include adding exercise equipment to provide for physical activity, implementing an inmate classification system, documentation of emergency and evacuation drills and an updated inmate discipline plan. The jail administrator is working with County health services on redeveloping alcohol and drug rehabilitation resources to add to inmate programming. Recreational space and storage space remains a concern.

Support space: The facility would benefit from additional support space for inmate programming, recreation and storage space overall. There is not recreation or programming space for the minimum dorm unit. The population would benefit from any type of recreation. The facility also has all the dispatch and security electronics backup in the shared kitchen space of the jail. This area is cramped and is not temperature controlled for the electronics. The jail administrator states they are currently working on a plan to expand that footprint of the jail which will address the concerns noted.

Medical: The jail continues to provide all medical services offsite. Telehealth is a necessary option to address the growing mental health and medical needs in the facility.

Programming: Although the jail is only a 90 day facility they have reported success with helping the population achieve G.E.D. through educational programs that started at the jail. The jail also has religious services and addiction services. Due to the jails fluctuating numbers it has been a challenge to affectively schedule programming. Programming is currently offered by request. It is recommended that a list of programming options offered be posted within the living areas of the jail so individuals are made aware of possible services available upon request.

The Jail Administrator was prepared for the inspection and the facility was clean and in good repair.

The facility will remain on biennial inspections.

JJCPA Compliance

On August 6th, 2021 a Juvenile Justice and Delinquency Prevention Act audit was conducted. According to the DOC Portal System and the Kittson County Jail staff, the Kittson County Jail held or processed no juveniles during the federal fiscal year 2020-2021. They do not have any scared straight programming.

While they could hold juveniles if there was no adult in the secure side of the jail, this would then mean they could not take in an adult. They have decided that they will not hold juveniles. Juveniles are taken directly to Northwestern MN Juvenile Center by law enforcement. Juveniles are walked through the secure perimeter when they are brought to court. They are escorted by an officer and the adult inmates are separated from the area. Therefore, there are no violations of the Juvenile Justice and Delinquency Prevention Act.

Report completed By: Troy Okerlund – Detention Facility Inspector

Signature: 