



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:

Lake Of The Woods County Jail

Address: 206 Eighth Avenue SE, SUITE 300, Baudette, MN 56623

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Annual **Inspected By:** Jen Pfeifer – Senior Detention Facility Inspector **Inspected on:** 09/27/2023 to 09/27/2023

Inspection Method: Full inspection, facility tour, staff interviews, employee and resident file reviews, video footage review and related documentation reviews.

Officials Present During Inspection: Jail Administrator Tami Maurer

Officials Present for Exit Interview: Jail Administrator Tami Maurer

Issued Inspection Report to: Jail Administrator Tami Maurer; Sheriff Gary Fish; County Auditor Lorene Hanson; 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	128	127	1	0	99.22%	Compliance rating of 100%
2911	Essential	96	95	1	0	98.96%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 10/01/2023 **Ends On:** 09/30/2024 **Facility Type:** 72 Hour Holding

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

Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Lake Of The Woods County Sheriff's Office

Special Conditions:

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	5	80	4.00	None.	Jailer dispatcher limits capacity to 5 inmates as the facility only staffs one staff member.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**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:

A review of well-being checks was conducted via video and facility logs. Multiple dates and times were reviewed, and the following late well-being checks have been identified: 8/19/23-(1334-1427), 8/28/23-(0422-0454,221-2252), and 9/1/23-(1242-1320, 1343-1418).

Corrective Actions:

The facility must provide well-being check training for all correctional staff responsible for conducting checks by November 1,2023. Training shall include all elements in the rule. Documentation shall be submitted to the inspector within 5 days of completion. The facility shall establish a written documented audit process to evaluate the quality and timeliness of well-being checks performed by staff. Audits shall be submitted to the inspector for 3 months on the first day of every month beginning November 1, 2023

Response Needed By: 11/30/2023**Chapter 2911 - Essential Rules Not In Compliance****Total: 1**

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 have not received response to resistance/use of force training since 2018. This training is to be completed prior to officers being independently assigned.

Corrective Actions:

The facility shall provide response to resistance training to all staff and provide documentation of training to the inspector by November 30, 2023.

Response Needed By: 11/30/2023

INSPECTION COMMENTS**Physical Plant:**

The physical plant concerns identified at the time of the inspection are being addressed by facility administration and outside contractors. Previously identified concerns have been remedied. The facility has received funds for future repair needs that will assist with immediate maintenance needs. The inspector will continue to monitor all physical plant concerns.

Lake of the Woods County Jail has the right to request reconsideration of this correction order. Under Minnesota Statutes Section 241.021 subdivision 1e, any request for reconsideration does not stay any provision of this order. A request for reconsideration must:

Be in writing;

Be sent by certified mail to the Commissioner and postmarked no later than 30 calendar days after receipt of this order;

Specify the parts of the order that are alleged to be in error;

Explain why the violation is in error; and

Include any supporting documentation to show why the order is in error.

Failure to follow these requirements will result in the loss of the right to request reconsideration. The timeline to seek reconsideration begins upon receipt of this order. Please send any request for reconsideration to:

Commissioner, Department of Corrections

ATTN: Inspection and Enforcement Unit

1450 Energy Park Drive, Suite 200

St. Paul, MN 55108

The facility will be placed on biennial inspections.

JJDP A Compliance

On September 27, 2023, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Lake of the Woods County Jail has no approval to hold juveniles. All juveniles that need to be held are taken to the Northwestern Minnesota Juvenile Center in Bemidji, MN.

According to facility records no juveniles were held or processed at the jail for the federal fiscal year 2022-23.

Report completed By: Jen Pfeifer – Senior Detention Facility Inspector

Signature:

