



# 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:

### Martin County Jail

**Address:** 201 Lake Avenue, Fairmont, MN 56031

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

**Inspection Type:** Biennial **Inspected By:** Jen Pfeifer – Senior Detention Facility Inspector **Inspected on:** 04/14/2022

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

**Officials Present During Inspection:** Jail Administrator Tanya Rathman; Sheriff Jeff Markquart

**Officials Present for Exit Interview:** Jail Administrator Tanya Rathman

**Issued Inspection Report to:** Jail Administrator Tanya Rathman; Sheriff Jeff Markquart; County Administrator Scott Higgins; 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	125	121	1	3	99.20%	Compliance rating of 100%
2911	Essential	102	101	1	0	99.02%	Compliance rating of 90%

## TERMS OF OPERATION

**Authority to Operate:** approval **Begins On:** 05/01/2022 **Ends On:** 04/30/2024 **Facility Type:** Jail  
**Placed on Biennial Status:** Yes **Biennial Status Annual Compliance Form Due On:** 04/30/2023  
**Delinquent Juvenile Hold Approval:** 6 hrs **Certificate Holder:** Martin 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	32	80	25.60	None.	None.

## RULE COMPLIANCE DETAILS

**Chapter 2911 - Mandatory Rules Not In Compliance****Total: 1**

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:**

There is no formal orientation being completed.

**Corrective Actions:**

**All newly admitted inmates shall receive orientation to the facility.  
Inmates must sign off that they have received orientation and this shall be noted in the inmate's file.**

**Response Needed By: 05/31/2022****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:**

The space for recreation is adequate for smaller groups of inmates but at this time it is not being used for any type of active recreation.

**Corrective Actions:**

**There is no space available in the facility to increase the size of recreational space without a major remodel or new construction.**

**Response Needed By:****Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 3**

1. 2911.0300 INTENDED USE AND NONCONFORMANCE WITH RULES Subpart 2. Nonconformance, unsafe, unsanitary, or illegal conditions.

When conditions do not substantially conform or where specific conditions endanger the health, welfare, or safety of inmates or staff, the facility's use is restricted pursuant to Minnesota Statutes, section 241.021, subdivision 1, or legal proceedings to condemn the facility will be initiated pursuant to Minnesota Statutes, section 641.26 or 642.10.

**Inspection Findings:**

See Physical Plant Concerns.

**Corrective Actions:**

**It is still strongly recommended that the elected officials of Martin County and Jail Administration consider the planning for the future public safety needs of Martin County.**

**Response Needed By:**

## 2. 2911.1000 TRAINING PLAN.

A facility administrator or designee shall develop and implement a training plan for the orientation of new employees and volunteers and provide for continuing in-service training programs for all employees and volunteers. Training plans shall be documented and describe curriculum, methods of instruction, and objectives. In-service training plans shall be prepared annually and shall provide documentation indicating that training for individual employees has taken into consideration their length of service, position within the organization, and previous training completed.

**Inspection Findings:**

There is a training plan however it does not specify the methods of instruction, objectives or an explanation of curriculum.

**Corrective Actions:**

**This was discussed at the time of the inspection. Ensure that the training plan contains all elements required in the rule.**

**Response Needed By:**

## 3. 2911.1900 POLICY AND PROCEDURE MANUALS.

A facility shall have a written policy and procedure manual that is electronically available to staff and relevant regulatory authorities and defines the philosophy and method for operating and maintaining the facility. This manual shall be made available to all employees, reviewed annually, updated as needed, and staff trained accordingly. The manual shall include, at a minimum, the following chapters: A. correctional standards required under this chapter; B. administration and organization; C. fiscal management; D. personnel; E. training; F. inmate records; G. safety and emergency; H. security and control; I. sanitation and hygiene; J. food service; K. medical and health care services; L. inmate rules and discipline; M. communication, mail, and visiting; N. admissions, orientation, classification, property control, and release; O. inmate activities, programs, and services; and P. a written suicide prevention and intervention plan. The facility administrator or designee shall review policy and procedure manuals at least once each year. The review shall be documented in written form sufficient to indicate that policies and procedures have been reviewed and amended as appropriate to facility changes.

**Inspection Findings:**

Facility policy does not reflect the required changes in legislation due to the Hardel Sherell Act.

**Corrective Actions:**

**Update policy to reflect required policies for telehealth and the death review process.**

**Response Needed By:****INSPECTION COMMENTS****Physical Plant Concerns:**

The Martin County Jail was built in 1974 and the life expectancy for a facility this size is on average 25 years. Double bunking has also reduced the life expectancy of this facility with added use. The majority of physical plant deficiencies have been documented in past inspection reports and cannot be resolved without the planning of a new jail facility. The concerns are listed below:

- 1) There is a strong concern with the route the staff members take to escort an inmate to court. The route taken presents significant safety concerns due to inmates' being escorted in unsecure public areas with no camera coverage which may negatively affect the safety and security of the facility. It is recommended additional camera coverage be added to monitor the route taken to court. Staff members would then have someone watching if a problem arose while escorting someone to court. This has been address in previous inspections.

- 2) The security electronics in the control room have not been updated and are antiquated and it has become increasingly difficult to find replacement parts.
- 3) The booking room is undersized and does not include an area for change out/shower and inmates are forced to change in the finger-printing room. The inmate property storage is also undersized and lacks the capability to store all property.
- 4) The lock mechanism are old and replacement parts are being increasingly difficult to find. Should the jail become unable to find replacement pieces for inoperable locks these areas of the jail will not be authorized for inmate housing or use.
- 5) The jail is not A.D.A. compliant. Any inmate with physical disabilities needs to be housed in another facility.
- 6) G cell, this is the isolation cell that is used when a person is brought in and is uncooperative or aggressive. The door to this cell blocks the hallway and makes it difficult for staff to enter this cell. It is recommended the door be changed to a sliding door which would allow staff to enter safely.
- 7) Recreation and program space is limited for their inmate population.
- 8) The facility does not contain a sufficient space for medical. Inmates are seen in the nurses office as there is no exam space. This office space contains items that would be dangerous for staff should an inmate gain access to them. There is no ability to lock anything but the medication cart.
- 9) The facility is lacking in mental health services. It is imperative that jail facilities have regular access to mental health services to serve the inmate population. The Mental Screen should only be used and scored as it was intended in order for the screen to be validated. The facility may not add language to the scoring instructions in order for the proper referrals to be made.
- 10) Staff are receiving training hours well beyond the required amount, however, it is recommended that the facility provide more extensive training in the areas of mental health, recognizing signs of medical distress and vulnerable inmates.

Most notable from a physical plant standpoint is the lack of support space and poor sight lines. The recreation space and program space that is available no longer meets the needs of the facility population. The lack of visibility into the day spaces and living units makes the physical plant staff intensive.

Despite the physical plant concerns, the jail administrator continues to make significant improvements in the overall operations of the facility. Policy and procedures have been updated to mirror current practices. There appears to be cohesiveness with the jail staff and they were knowledgeable and helpful during the inspection.

A self-sustaining kitchen operated by Summit was added in 2022 allowing the jail to prepare and serve meals in the facility.

It was recommended in the previous 4 inspections that the Martin County Jail be reduced to a 90 day facility based on physical plant deficiencies and operational concerns. Operationally the jail has made significant improvements, however, the physical plant deficiencies need to be addressed by the officials of Martin County.

It is recommended that the Martin County Jail be reduced from a Class III Jail to a Class II 90-day facility.

The facility will be placed on biennial inspections.

**JJDPA Compliance**

Compliance Report for the Monitoring Facilities Pursuant to the Juvenile Justice and Delinquency Prevention Act of 2002.

On April 14,2022, a Juvenile Justice and Delinquency Prevention Act audit was conducted for Martin County. Martin County had previously lost the ability to hold juveniles securely in 2008 due to poor separation from adults and inadequate monitoring space for juveniles. In December 2010, Martin County had regained the ability to hold delinquent juvenile in a secure setting. The juvenile hold ability is limited to 6 hours before and 6 hours after a delinquent juvenile is brought to court.

There are three core requirements that are looked at during our facility review. Those core requirements are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound separation. Martin County does not process juveniles through the Statewide Supervision System, all juvenile records are kept on a juvenile record list. The Martin County Jail processed 3 juveniles during the allowed reportable time. All data entries on the log were reviewed.

The findings are as follows:

Deinstitutionalization of Status Offenders (DSO): No violations were determined for facility holding status offenders in the jail.

Jail Removal: No violations identified.

Sight and Sound Separation: The conference room location allows for proper sight and sound separation from adults. The route taken to court holding is questionable due to the public visibility. The only route available is through the open lobby and outside to the courthouse, no other alternative routes are available.

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

Court Holding: Martin County does not have secure holding in the court house.

Based on the documentation reviewed, the Martin County Jail had no violations of the JJDP Act.

Report completed By: Jen Pfeifer – Senior Detention Facility Inspector

Signature:

