



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:

McLeod County Jail

Address: 801 Tenth Street, Glencoe, MN 55336

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 02/10/2021

Inspection Method: This was an on-site annual inspection. The inspection included a facility tour, staff and inmate interviews, review of documentation, and review of video surveillance.

Officials Present During Inspection: Jail Administrator Will Feltman

Officials Present for Exit Interview: Jail Administrator Will Feltman; Sheriff Tim Langenfeld

Issued Inspection Report to: Jail Administrator Will Feltman; Sheriff Tim Langenfeld; County Administrator Sheila Murphy; District Supervisor Danya 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	126	124	0	2	100.00%	Compliance rating of 100%
2911	Essential	101	100	0	1	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 04/01/2021 **Ends On:** 03/31/2023 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 03/31/2022
Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** McLeod 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	59	85	50.15	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules In Compliance With Concerns**Total: 2**

1. 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:

Staff have all received First Aid/CPR, medical training, and suicide prevention training. It is unclear if everyone has received letter B and E of the rule in the medical training.

Corrective Actions:

Review the training curriculum to ensure it covers all aspects of the rule regarding recognizing signs and symptoms of medical distress and mental illness. Ensure all staff are receiving training for signs and symptoms of medical distress and mental illness.

Response Needed By:

2. 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:

The facility utilizes the LexiPol policy manual and it includes additional policies that may not reflect the actual protocols for the jail.

Corrective Actions:

The Jail Administrator will need to reviewed the current policies to ensure all information provided is the protocol for the jail.

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

Review of training hours verifies compliance but it is recommended to provide additional training that would benefit staff.

Corrective Actions:

It is recommended to provide additional training drills, such as person down, serious medical, attempted suicide, inmate death, and the use of the cut down knife. It is also recommended to provide training on the hearing impaired and the use of electronic devices for the hearing impaired.

Response Needed By:

INSPECTION COMMENTS**COMMENTS**

Staffing: When the facility population grows, it is recommended the officials of McLeod County consider an administrative sergeant to the jail. The demands of running a jail have increased in recent years and the jail would benefit having a administrative sergeant to assist in daily operations.

Booking Area: The booking area is not being utilized as much as it could be. It is recommended to move staff to the booking post and out of master control. This will greatly cut down on the movement into master control.

Locks: The locks in the old section require staff to carry multiple rings of keys for each individual unit or return to master control to exchange a set which is cumbersome and inefficient. It is recommended to rekey all the older locks to be the same as the newer section to reduced the large quantity of keys staff must carry.

The facility continues to make progress and has very few deficiencies. They will be placed on a biennial inspection status.

JJDPA Compliance

Juvenile Compliance Monitoring:

On February 10th, 2021, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The McLeod County Jail has received a "Rural Exception" to the Juvenile Justice and Delinquency Prevention Act (JJDP). This allows the facility to hold a delinquent juvenile up to 24 hours, excluding weekends and holiday. 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.

According to the DOC Portal System, the McLeod County Jail held or processed one (1) juvenile for the Federal Fiscal year 2021. I reviewed approximately 100 percent of the juvenile data for this time period, and approximately 100 percent of the files. The findings are as follows:

DSO: There were no violation of the DSO requirements.

Jail Removal: According to data, all youth were removed within the 24 hour time frame as required by the JJDP Act.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. This includes the route taken to Court holding. Policies and the court schedule also indicate proper sight and sound separation are maintained. This was verified on previous visits.

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

Based on the documentation that I reviewed, there were no violations of the JJDP act based on the McLeod County juvenile holding data for the current Federal Fiscal year.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature: _____

