



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:

Northeast Regional Corrections Center (ACF)

Address: 6102 Abrahamson Road, Saginaw, MN 55779

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Jen Pfeifer – Senior Detention Facility Inspector **Inspected on:** 10/04/2023

Inspection Method: Full inspection including facility tour, staff and inmate interviews, employee and inmate file reviews, policy and procedures review, and related documentation reviews.

Officials Present During Inspection: Director Kathy Lionberger; Staff Supervisor Patrick Krause; Staff Supervisor Angie Stevens; Supervisor Devyn Wallace

Officials Present for Exit Interview: Director Kathy Lionberger; Staff Supervisor Patrick Krause; Staff Supervisor Angie Stevens; Supervisor Devyn Wallace

Issued Inspection Report to: Director Kathy Lionberger; Executive Director Wally Kostich; Staff Supervisor Patrick Krause; Staff Supervisor Angie Stevens; County Administrator Kevin Gray; 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	126	124	2	0	98.41%	Compliance rating of 100%
2911	Essential	101	101	0	0	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 11/01/2023 **Ends On:** 10/31/2025 **Facility Type:** Adult Correctional Facility
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 10/31/2024
Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Arrowhead Regional Corrections
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
Minimum secure	Male	124	100	124.00	None.	
Secure	Male	20	90	18.00	None.	

RULE COMPLIANCE DETAILS

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

1. 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:

The facility has a training plan, but the plan does not include methods of instruction or the objectives of each training. Furthermore, the plan does include all of the annual required trainings outlined in the rule. There is no documentation of annual fire or evacuation drills.

Corrective Actions:

The facility shall submit the annual training plan outlining the requirements in this rule part and submit to the Department of Corrections by November 30, 2023.

Response Needed By: 11/30/2023

2. 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:

It was reported by Administration staff that orientation is not being completed at intake as required.

Corrective Actions:

An orientation process must be developed that meets the requirements of the rule. Documentation of completed orientation forms must be submitted to the Department of Corrections by November 30, 2023. Prior to this report being submitted, the facility has developed and implemented an approved orientation process.

Response Needed By: 11/30/2023

INSPECTION COMMENTS

A full inspection was completed on October 4, 2023, by Senior Inspector Jen Pfeifer and Inspector Rachel Dotseth. The Northeast Regional Correctional Center will remain on biennial inspection.

The Northeast Regional Correctional Center 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

JJDPA Compliance

On October 4, 2023, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Northeast Regional Corrections Center has no approval to hold delinquent juveniles. According to facility records N.E.R.C.C. held or processed 0 (zero) juveniles between October 1, 2021 and the day of inspection.

DSO: I did not find any violations of the facility holding any status offenders.

Jail Removal: Juveniles are not brought to N.E.R.C.C. unless certified as adults.

Sight and Sound Separation: The facility houses no delinquent juveniles.

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

Based on the documentation reviewed, no violations of the JJDP act were found during the N.E.R.C.C. inspection.

Report completed By: Jen Pfeifer – Senior Detention Facility Inspector

Signature: _____

