



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:

Olmsted County Jail

Address: 101 Fourth Street, Rochester, MN 55904

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Daniel Lipa – Detention Facility Inspector **Inspected on:** 05/17/2022

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

Officials Present During Inspection: Captain Macey Tesmer; Director Brian Howard

Officials Present for Exit Interview: Captain Macey Tesmer; Director Brian Howard

Issued Inspection Report to: Captain David Adams; Captain Macey Tesmer; Director Brian Howard; Sheriff Kevin Torgerson; County Administrator Heidi Welsch; 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	122	1	3	99.21%	Compliance rating of 100%
2911	Essential	102	101	0	1	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 07/01/2022 **Ends On:** 06/30/2024 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 06/30/2023
Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Olmsted 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
Minimum secure	Coed	60	100	60.00	Minimum secure beds located outside of the secure perimeter in a separate building across the street.	None.
Secure	Coed	170	90	153.00	Located at 101 Fourth Street SE, Rochester, MN 55904.	None.

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

1. 2911.0900 STAFFING REQUIREMENTS. Subpart 1. Staffing plan and staffing analysis.

The facility administrator shall prepare and retain a staffing plan. The staffing plan shall identify: A. jail personnel assignments for: (1) facility administration and supervisors; (2) facility programs including exercise and recreation; (3) inmate admission, booking, supervision, and custody; (4) support services including medical, food services, maintenance, and clerical; and (5) other jail-relevant functions such as escort and transportation of inmates; B. the days of the week that the assignments are filled; C. the hours of the day that the assignments are covered; and D. any deviations from the plan with respect to weekends, holidays, or other atypical situations must be considered. The facility administrator or designee shall review the facility's staffing plan at least once each year. The review shall be documented in written form sufficient to indicate that staffing plans have been reviewed and revised as appropriate to the facility's needs or referred to the facility's governing body for funding consideration. A facility with a design capacity of more than 60 beds must have a staffing analysis and staffing plan approved by the commissioner of corrections. This staffing analysis shall include all posts, functions, net annual work hours appropriate to each post, and total number of employees to fill the identified posts and functions.

Inspection Findings:

The staffing plan had not been updated in several years. No staffing analysis had been conducted in over 5 years.

Corrective Actions:

Conduct a staffing analysis and review/update the staffing plan within three months.

Response Needed By: 09/30/2022**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 3**

1. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 2. Quarterly review of emergency procedures.

There shall be a review of emergency procedures once every three months. The review shall include: A. assignment of persons to specific tasks in case of emergency situations; B. instructions in the use of alarm systems and signals; C. systems for notification of appropriate persons outside the facility; D. information on the location and use of emergency equipment in the facility; E. specification of evacuation routes and procedures; and F. that the review be documented and require signature or initialing by all staff.

Inspection Findings:

Contracted kitchen staff were not being included in the review or drills.

Corrective Actions:

This was corrected for the current quarter during the inspection and the kitchen staff will be included moving forward.

Response Needed By:

2. 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:

Well-being checks are being completed in a timely manner and administration is consistently reviewing staff well-being checks. It was noted the pace of some staff completing well-being checks on inmates was at a pace that was too fast to ensure an inmate's well being. Other staff completed them correctly.

Corrective Actions:

It is recommended to continue to review well-being check video on a regular basis and address corrective action if needed.

Response Needed By:

3. 2911.6500 STORAGE. Subpart 2. Refrigeration.

Medication requiring refrigeration shall be refrigerated and secured and the temperature checked daily. There must be separate refrigeration for medications only.

Inspection Findings:

There was not a log of daily checks. The working medical tech stated that it was in his daily duties, but was not logged. A log was created and this was corrected on site.

Corrective Actions:

Continue to monitor the log with the new medical vendor and ensure Rule compliance is maintained.

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

1. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 1. Post orders and accountability.

There shall be written orders for every security post that are reviewed annually and updated if necessary. A written policy and procedure shall require that personnel read, sign, and date applicable post orders at least annually, or as needed for new posts or revisions. Medium and large facilities with multiple posts may need to conduct these reviews more often.

Inspection Findings:

Jail staff and administration confirmed that the post orders were reviewed/updated annually and signed by staff. The administrator was not signing to verify they had been reviewed.

Corrective Actions:

A plan was implemented to have the Jail Administrator sign off on the annual review as part of their PREA preparation. Continue to ensure that the post orders are reviewed, updated, and signed off by both employees and administration.

Response Needed By:

INSPECTION COMMENTS

As noted in the last inspection, there are numerous physical plant restraints that affect the overall jail operations.

Booking: The booking area can no longer meet the needs of this facility. The lack of holding cells and group holding cells has caused the need to utilize the gym for court staging each morning. The booking area has been updated, but is still insufficient for the needs of the facility.

Storage Space: Storage space is at a minimum for a facility of this size. The property room and change out room are inadequate for the number of inmates. The facility has been able to utilize some storage space in the Work Release building which has helped to minimize the impact of some of the storage inadequacies.

Laundry Room: The laundry room is cramped and too small for this facility. The facility must maintain two shifts of laundry workers to keep up with the demands for clean linen and laundry due to the inability to add additional washer and dryer. With average daily inmate population, it should be double the size to provide for adequate machines and storage space.

Court Holding: Court holding is connected to the jail through a corridor. The court holding is grossly inadequate for this facility and the number of inmates it must hold. The two holding cells and the minimal office space make it difficult for inmate movement to court.

The facility has been doing a good job of managing housing and special management needs during the last two years despite COVID restrictions. They have moved groups of inmates around as different classification or status needs have dictated.

While this inspection identified some ongoing issues, the administration was amenable to quickly making the necessary changes to become compliant with the requirements of Rule 2911. Based on the high level of compliance, Olmsted County Jail will remain on biennial inspections.

FUTURE PLANNING CONCERNS: Although the facility has been well maintained and operates at a high level of compliance, the space can no longer meet the needs of this facility. With the growing physical plant restraints and the classification and separation requirements of the facility; this facility may be forced to board out inmates in the future as jail populations return to pre-COVID numbers. The officials of Olmsted County should begin to look at a long-term solution that addresses both the growth of this facility and future public safety needs.

JJDPA Compliance

On May 17, 2021, a Juvenile Justice and Delinquency Prevention (JJDP) Act audit was conducted. The Olmsted County Jail has no approval to hold delinquent juveniles.

DSO: No violations of the facility holding status offenders.

Jail Removal: Juveniles held at the jail would have been certified as adults.

Sight and Sound Separation: The facility houses no juveniles. Juveniles are brought through the garage sally port and booking area at times when higher security is needed as an access route to court. Steps are taken to ensure that juveniles are kept separate from adults both in the booking area and court holding areas. The facility does not participate in any "Scared Straight" programs for any youth under public authority. No violations of the JJDP Act were identified at the Olmsted County Jail.

Report completed By: Daniel Lipa – Detention Facility Inspector

Signature:

