



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:

Pennington County Jail

Address: 102 W First Street, PO BOX 484, Thief River Falls, MN 56701

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Annual **Inspected By:** Sarah Johnson – Senior Detention Facility Inspector **Inspected on:** 05/09/2019

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

Officials Present During Inspection: Jail Administrator Susan Halverson

Officials Present for Exit Interview: Jail Administrator Susan Halverson

Issued Inspection Report to: Jail Administrator Susan Halverson; Sheriff Ray Kuznia; County Administrator Cody Hempel

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	121	4	1	96.83%	Compliance rating of 100%
2911	Essential	102	99	3	0	97.06%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 07/01/2019 **Ends On:** 06/30/2020 **Facility Type:** Jail

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

Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Pennington 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	92	90	82.80	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 4

- 2911.5300 SEARCHES, SHAKEDOWNS, AND CONTRABAND CONTROL. Subpart 4. Daily inspections.

A facility shall be inspected at least daily for contraband, evidence of breaches in security, and inoperable security equipment, and shall document the inspection.

Inspection Findings:

The facility does not complete a daily inspection for contraband, evidences in breaches in security, and inoperable security equipment.

Corrective Actions:

It is imperative that all aspects of the jail are being checked for breaches in security and contraband, especially in inmate cells where they have the ability and time to create breaches in security. Inform staff of the change in daily procedures. Add daily inspections to the post orders and all daily inspections need to be documented for verification purposes.

Response Needed By: 06/30/2019

2. 2911.5550 LOCKS AND KEYS. Subpart 3. Regular testing.

Locks to security doors or gates shall be tested for proper function at least weekly to ensure proper operation.

Inspection Findings:

The facility locks have not been tested for proper function in the last few months.

Corrective Actions:

Reinstate the door and lock inspection for the facility on a weekly basis. Submit lock inspection plan to the Department of Corrections for review.

Response Needed By: 06/30/2019

3. 2911.6500 STORAGE. Subpart 6. Needles and other medical sharps.

There shall be a written policy and procedure for the control and disposal of medical sharps and supplies. Medical sharps and supplies when used or stored in inmate housing areas shall be accounted for and secured in a locked area.

Inspection Findings:

Pennington County allows the minimum housing unit to keep their razors in their possession. This does not allow for accountability or control of sharp supplies.

Corrective Actions:

Create a system of accountability for inmate sharps. Inform staff in the change in procedures. Submit to the Department of Corrections corrective action plan for inmate sharps accountability.

Response Needed By: 06/30/2019

4. 2911.7200 HOUSEKEEPING, SANITATION, AND PLANT MAINTENANCE. Subpart 1. General.

A facility shall have a policy and procedure that provides that the facility shall: A. be kept in good repair to protect the health, comfort, safety, and well-being of inmates and staff; B. document weekly sanitation inspections; and C. document deficiencies from the weekly sanitation inspection, if any, have been ordered.

Inspection Findings:

Documented weekly sanitation inspections have not been completed in the last several months.

Corrective Actions:

Create and implement a weekly sanitation inspection that addressed sanitation needs for the facility. Submit the implementation plan for the weekly sanitation inspection to the Department of Corrections for review.

Response Needed By: 06/30/2019

Chapter 2911 - Essential Rules Not In Compliance**Total: 3**

1. 2911.4900 SECURITY INSPECTION.

The facility shall have a written policy and procedure to require the facility administrator or designee to inspect all areas within the security perimeter, and equipment at least monthly and initiate corrective action if needed.

Inspection Findings:

The facility has not conducted a monthly security inspection in the past several months.

Corrective Actions:

Create a monthly security inspection for all security equipment such as handcuffs, leg irons, first aid kit, and security cameras. Security equipment should be inventoried and checked for condition.

Response Needed By:

2. 2911.4950 RESPONSE TO RESISTANCE. Subpart 4. Equipment.

The issue, storage, inspection, and use of chemical agents, impact devices, electronic control devices, and other security devices shall be governed by written policy and procedure. All unissued security devices and equipment shall be stored in a secure, readily accessible depository located outside inmate housing and activity areas, and inventoried at least monthly to determine condition and expiration dates of the devices and equipment.

Inspection Findings:

The facility does not conduct a monthly security equipment check.

Corrective Actions:

Create a monthly security equipment check to include all security equipment the facility uses, such as restraints, restraint chair, and first aid bag. The security equipment must be inventoried and check for condition. Documentation should be kept for verification purposes.

Response Needed By:

3. 2911.7300 FIRE INSPECTION. Subpart 4. Weekly inspection.

There shall be an applicable fire code and safety inspection of the facility at least weekly by a designated staff member.

Inspection Findings:

The facility does not conduct a weekly fire inspection for the facility.

Corrective Actions:

Create and implement a weekly fire inspection that addressed fire safety for the facility. Submit weekly fire inspection to the Department of Corrections for review.

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

The well-being checks are being done in a timely manner but it was noted that during sleeping hours some of the staff completed the well-being checks at a pace that was too fast to be regarded as a well-being check.

Corrective Actions:

Well-being checks need to be completed at a pace that verifies all inmates are ok. Staff need to have a review of policy or retraining on how proper well-being checks are completed. It is strongly recommended that the Jail Administrator or Supervisors be reviewing video of well-being checks. Submit corrective action of proper well-being checks to the Department of Corrections for review.

Response Needed By:**INSPECTION COMMENTS****Comments:**

The addition and remodel of the facility is complete and the new facility will allow the staff the ability to operate at a higher level of standards and professionalism. Many of the deficient rule requirements were due to a staffing issue that has now been resolved. Corrective actions for most deficiencies were being implemented at the time of inspection.

Inmate Due Process - Overall the facility's due process for inmates meets the rule but the overall system of procedures and record keeping needs to be overhauled for better management and record keeping.

JJDPA Compliance

On May 9th, 2019 a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Pennington 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 Statewide Supervision System and facility records, the Pennington County Jail held or processed zero (0) juveniles during the federal fiscal year from October 1st, 2018. The findings are as follows:

DSO: I did not find any violations of the facility holding status offenders in the jail. Upon review of the files, indication was that children that were brought into the facility were indeed there for delinquent offenses.

Jail Removal: Files and Statewide Supervision System data indicate that any children brought into the jail are removed well within the 24 hour time frame allowed per the "Rural Exception."

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.

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, I did not find any violations of the JJDP act during the Pennington County Jail inspection.

Report completed By: Sarah Johnson – Senior Detention Facility Inspector

Signature:

