



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:

Pipestone County Jail

Address: 416 S Hiawatha Avenue, PO BOX 129, Pipestone, MN 56164

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Annual **Inspected By:** Jen Pfeifer – Senior Detention Facility Inspector **Inspected on:** 12/16/2021

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

Officials Present During Inspection: Jail Administrator Tyler Reppentrop

Officials Present for Exit Interview: Jail Administrator Tyler Reppentrop

Issued Inspection Report to: Jail Administrator Tyler Reppentrop; Sheriff Keith Vreeman; County Administrator Steve Ewing; 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	117	6	3	95.24%	Compliance rating of 100%
2911	Essential	97	90	5	2	94.85%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 01/01/2022 **Ends On:** 12/31/2022 **Facility Type:** 90 Day Lockup

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:** Pipestone County Sheriff's Department

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	19	80	15.20	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 6

1. 2911.0300 INTENDED USE AND NONCONFORMANCE WITH RULES Subpart 1. Intended use.

A facility shall be used only according to its classification, Class I to Class VI, as approved by the Department of Corrections. A Class I facility may be approved by the commissioner to house inmates serving alternative sentences for a time not to exceed any limits set by Minnesota Statutes. A Class II facility may house inmates serving an alternative sentence for a time not to exceed any limits set by Minnesota Statutes. A facility must be in compliance with a rule part, subpart, or item as designated under subpart 5a in order to meet approval requirements for continued operation unless the commissioner waives the part, subpart, or item. The commissioner shall assess a facility based on compliance with rules applicable to the facility's classification at the time of the facility's last inspection.

Inspection Findings:

The jail was found to be housing inmates longer than the 90 days allowed in their license.

Corrective Actions:

The facility will not house any inmates for a time period to exceed 90 days.

Response Needed By: 12/31/2021

2. 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:

The facility does not currently have a health authority and so medical training program has been established in cooperation with the health authority.

Corrective Actions:

See Inspection Comments.

Response Needed By: 03/31/2022

3. 2911.2600 CLASSIFICATION OF INMATES. Subpart 1. Policy and procedure.

A facility shall have a written policy and procedure that provides for inmate classification in terms of level of custody required, housing assignment, participation in facility programs, and use of any overrides. The facility's policy and procedure on classification shall include consideration of the following: A. inmate gender; B. juvenile or adult status; C. category of offense; D. severity of current charges, convictions, or both; E. degree of escape risk; F. potential risk of safety to others and self; G. institutional disciplinary history; H. serious offense history; I. special needs assessment, inclusive of vulnerable adults, which includes a determination of how medical needs, mental health needs, developmental disability, or other behavioral or physical limitations or disabilities may impact on the classification of an inmate and appropriate housing of same; and J. special management inmate status.

Inspection Findings:

While reviewing classification of the two inmates housed in the jail at the time of the inspection they were found to have different classifications but were housed together.

Corrective Actions:

Inmates of different classification shall not be housed in the same living area unless tiered time-outs of their cells are arranged. It is imperative proper documentation is recorded on how inmates are classified, especially if an override is used in the initial classification. It is recommended classifications are reviewed by administration to insure proper classification is being completed.

Response Needed By: 12/31/2021

4. 2911.3800 FOOD HANDLING PRACTICES.

Food service shall be provided according to Minnesota Department of Health rules.

Inspection Findings:

Since Correctional Staff are serving breakfast it is required that they receive Serve Safe training per the Department of Health. This was noted in previous inspections.

Corrective Actions:

Have at least one staff complete this training and post certificate in the kitchen.

Response Needed By: 03/31/2022

5. 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 play-back capabilities of the facility's camera system was not working and so the inspector was unable to review well-being checks at the time of the inspection. It was recommended last year that the jail begin an audit process of well-being checks. This has not been completed.

Corrective Actions:

The inspector will work with the jail administrator to set up a day within the next 30 days to review video of well-being checks.

Response Needed By: 01/21/2022

6. 2911.5800 AVAILABILITY OF MEDICAL AND DENTAL RESOURCES. Subpart 1. Availability of resources, general.

Under the direction of a health authority, a facility shall develop a written policy and procedure that provides for the delivery of health care services, including medical, dental, and mental health services.

Inspection Findings:

There is no designated health authority.

The facility should have medical policies on communicable disease. The facility should also have policy and procedures on alcohol and drug withdrawal.

Corrective Actions:

See Inspection Comments.

Response Needed By: 03/31/2022

Chapter 2911 - Essential Rules Not In Compliance

Total: 5

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:

New staff are not receiving the required training laid out in the rule. There is no documentation that staff are receiving IPC, vulnerable inmates, diversity training, or right to know. Training hours were not made available to the inspector at the time of the inspection.

Corrective Actions:

Develop a training plan for new employees that encompasses the training listed in the rule. Create individual training files for staff that include documentation that training occurred such as sign in sheets or certificates.

Response Needed By:

2. 2911.2700 INFORMATION TO INMATES. Subpart 1. Information made available to inmates.

Copies of policies and rules governing conduct and disciplinary consequences; procedures for obtaining personal hygiene and commissary items; and policies governing visiting, correspondence, bathing, laundry, and clothing and bedding exchange shall be made available to all inmates. Information will be made available to disabled inmates including those that are hearing impaired, visually impaired, or unable to speak in a form that is accessible to them. Information required under this subpart shall be available in English. There shall be procedures in place to address the language barriers of non-English-speaking inmates. Policy and procedures shall ensure, to the extent practical, that inmates who are unable to speak English are provided with the information outlined in this part within 24 hours of admission to the facility in a form that is accessible to the inmate.

Inspection Findings:

The facility does not have policy or procedures in place to address a hearing impaired inmate.

Corrective Actions:

It is recommended the facility provide all required information in a form that is accessible to a hearing impaired inmate. This update shall be made immediately and submitted to the Department of Corrections no later than December 31, 2021.

Response Needed By: 01/31/2022

3. 2911.2800 ADMINISTRATIVE SEGREGATION. Subpart 7. Deprivation report.

Written policy and procedure shall provide that whenever an inmate in administrative segregation is deprived of any usually authorized item or activity, a report of the action is made and forwarded to the facility administrator or designee.

Inspection Findings:

There is no policy in place to address deprivation in administrative segregation.

Corrective Actions:

Create a policy regarding deprivation and ensure that any time deprivation occurs that the reasons are thoroughly documented.

Response Needed By:

4. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 1. Written plan.

A facility administrator or designee shall have and implement a written plan for the constructive scheduling of inmate time. The plan shall: A. identify programs offered in the facility and when the programs are offered; B. identify persons conducting the program and whether or not the persons are facility staff, external community resources under contract, or volunteers; C. be consistent with established legal rights of inmates, type and status of inmates detained in the facility, and rule requirements associated with the facility's classification; D. provide inmates with the option to refuse to participate in facility programs, except work assignments and programs required by statute or court order; E. when males and females are housed in the same facility, provide comparable opportunities for participation in programs and services; and F. require documentation of programs offered and inmates participating in programs.

Inspection Findings:

There is little to no programming in the facility.

Corrective Actions:

Programs and activities have proven to be effective in changing or modifying inmate negative behavior. Work with the local community to provide programming to inmates in the facility.

Response Needed By:

5. 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 recreational space is limited and cannot meet the needs of the inmate population for active recreational activities.

Corrective Actions:

This is a physical plant issue and it does not appear the facility can comply with the rule without a renovation to the facility. It is recommended alternative recreational equipment be purchased to improve recreational opportunities.

Response Needed By:

Chapter 2911 - Mandatory Rules In Compliance With Concerns

Total: 3

1. 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 policy manual need to be updated to reflect current practice with the added elements required in statute.

Corrective Actions:

**Update policy manual to reflect facility policy and the Chapter 2911 rules.
The policy manual update shall also include all of the statutory requirements added July 1, 2021.
Send updated policy manual to the inspector by March 31, 2022.**

Response Needed By:

2. 2911.5800 AVAILABILITY OF MEDICAL AND DENTAL RESOURCES. Subpart 2. Health care.

Medical, dental, and mental health matters involving clinical judgments are the sole province of the responsible physician, dentist, and psychiatrist or qualified psychologist respectively; however, security regulations applicable to facility personnel also apply to health personnel.

Inspection Findings:

The nurse is available twice a week and as needed. It appears there is a lack of involvement and lack of overall management of the medical needs of inmates by medical staff. Most medical management is completed by staff with some review by the nurse.

Corrective Actions:

The purpose of having a medical provider is to manage and review inmate medical needs. Work with your medical provider to be more involved with the review of inmate medical needs and medication review. Submit to the Department of Corrections the names of the medical authority for the facility.

Response Needed By:

3. 2911.5800 AVAILABILITY OF MEDICAL AND DENTAL RESOURCES. Subpart 6. Medical screening.

A facility shall have a written policy and procedure that requires medical screening is performed and recorded by trained staff on all inmates on admission to the facility. The findings are to be recorded in a manner approved by the health authority. The screening process shall include procedures relating to: A. Inquiry into: (1) current illness and health problems, including dental emergencies, and other infectious diseases; (2) medication taken and special health requirements; (3) use of alcohol and other drugs that include types of drugs used, mode of use, amounts used, frequency used, date or time of last use, and history of problems that may have occurred after ceasing use, for example, convulsions; (4) past and present treatment or hospitalization for mental illness or attempted suicide; (5) other health problems designated by the health authority; and (6) signs and symptoms of active tuberculosis to include weight loss, night sweats, persistent cough lasting three weeks or longer, coughing up blood, low grade fever, fatigue, chest pain, prior history of active tuberculosis disease, and results of previous tuberculin skin or blood testing. B. Observations of: (1) behavior that includes state of consciousness, mental status, appearance, conduct, tremor, and sweating; and (2) body deformities, trauma markings, body piercings, bruises, lesions, and jaundice. C. Disposition to: (1) general population; (2) general population and referral to appropriate health care service; (3) referral to appropriate health care service on an emergency basis; and (4) other.

Inspection Findings:

The medical screening does not include questions about alcohol and or drug use.

Corrective Actions:

Update the medical screening to include questions addressing possible drug and alcohol use to flag possible withdrawal for the nurse and staff. Work with your medical provider to address this concern.

Response Needed By:

Chapter 2911 - Essential Rules In Compliance With Concerns

Total: 2

1. 2911.1600 DESIGNATED TRAINING OFFICER.

A facility shall have a designated training officer responsible for: A. maintenance of training plans as required in part 2911.1000; B. maintenance of training records in sufficient detail to allow inspector assessment of compliance with parts 2911.1100 to 2911.1700; and C. documentation of waivers of training requirements based on equivalent training received before employment or demonstrated competency through proficiency testing.

Inspection Findings:

The training records do not reflect the evacuation drill, fire drills, and other pertinent training that was found elsewhere.

Corrective Actions:

It is recommended to update training records to reflect all training that was received, the method it was received, and to keep all verifications of training for each staff organized.

Response Needed By:

2. 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:

There is a weekly fire inspection being completed but fire extinguishers are the only things that are being checked.

Corrective Actions:

This was discussed in detail during the inspection. The facility may combine a few inspection forms. As discussed, the inspector will provide the facility with example of what should be checked during this weekly inspection.

Create an inspection sheet and submit to the Department of Corrections when completed.

Response Needed By:

INSPECTION COMMENTS

Physical Plant:

The Pipestone County Jail was built in 1978 and one of the oldest in the State. The facility has served the community well, and has exceeded the typical life expectancy of a facility that operates 24 hours per day, seven days per week. The facility was reduced in classification to a Class II 90 day lockup on January 1, 2020.

The decision was made based on the facility's lack of space requirements for inmate programming, active recreation space, space for medical staff such as an exam room and office, and support space for hearings and attorney visits.

1. The Pipestone County Jail is linear in design. This causes a higher staff to inmate ratio for supervision and a lower operational capacity. Well-being checks take an extended amount of time based upon the lack of sight lines and number of security doors and keys to be utilized to get into different areas.
2. Although outside the secure perimeter of the jail, there is a strong concern with the lack of a secure court holding area. Inmates are brought through and into public areas which is a safety and security concern. It is recommended that any renovation plans moving forward should include a secure court holding area.
3. The facilities equipment is antiquated and several areas of the jail are not compliant with current Jail Construction Standards. It is highly recommended that the officials of Pipestone County start planning for the future needs of the jail and the community. Current structural and space issues will need to be addressed in future planning.

Medical: The Pipestone County Jail is without a medical authority. Therefore, there are no approved medical policies. Nursing from a home-health care company is provided two days a week but there is no day to day operational medical oversight. It is recommended that the facility not house inmates until a medical authority can be contracted. Once a medical authority is contracted and the medical policies and procedures are approved, the Pipestone County Jail would then be permitted to house inmates up to 90 days in the facility.

The policy and procedure manual is in need of updates. Language required from legislation dated July 1, 2021 shall be added to the policy. Additionally, the policy manual shall be updated to reflect current practice.

A report generated documented the number of days inmates were incarcerated indicated that the facility held inmates longer than the 90 days allowed in their license. Future non-compliance with the condition of the license may result in additional sanctions.

The jail will remain on annual inspections.

JJDPA Compliance

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

On December 16, 2021, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Pipestone 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 holidays. 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, the Pipestone County Jail held or processed no juveniles for the federal fiscal year. The findings are as follows:

DSO: No violations for the DSO standard were found. The Pipestone County Sheriff's Office has an unsecure area to hold juvenile status offenders.

Jail Removal: Files and the DOC Portal System data indicate that any child 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. There is a cell that is located separately from all other cells that would be appropriate for sight and sound separation from adults. 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.

Court Holding - Pipestone County Jail has one court holding area that is located in the same building as the jail and it is secure. It is a monitored room that is staffed at all times when a juvenile is present. There is never a child and adult in that room together to ensure sight and sound separation.

*The court holding has been changed from non-secure to secure due to safety issues.

Based on the documentation reviewed, there were zero JJDPA Compliance violations for the Pipestone County Jail audit for 2021.

Report completed By: Jen Pfeifer – Senior Detention Facility Inspector

Signature:

