



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
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INSPECTION DETAILS FOR:

Ramsey County Juvenile Detention Center

Address: 25 W Seventh Street, St. Paul, MN 55102

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Marcia Sparrow – Detention Facility Inspector

Inspected on: 05/21/2024 to 05/23/2024

Inspection Method: This was an annual inspection of the Ramsey County JDC. The visit consisted of interviews with administration, staff, and residents, a review of employee and resident files, review of policy, and other pertinent documentation.

Officials Present During Inspection: Assistant Superintendent Elizabeth Reetz; Superintendent Jayme Brisch

Officials Present for Exit Interview: Assistant Superintendent Elizabeth Reetz; Superintendent Jayme Brisch

Issued Inspection Report to: Assistant Superintendent Elizabeth Reetz; Superintendent Jayme Brisch; County Manager Ryan O'Connor; Regional Manager Dayna Burmeister

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance
2960	Mandatory	276	273	3

TERMS OF OPERATION

Authority to Operate: approval

Begins On: 07/01/2024 **Ends On:** 06/30/2026

Facility Type: Secure Juvenile Detention Facility

Placed on Biennial Status: Yes

Biennial Status Annual Compliance Form Due On: 06/30/2025

Delinquent Juvenile Hold Approval:

Certificate Holder: Ramsey County
160 Kellogg Blvd E Ste 9800
St. Paul, MN 55101

Special Conditions:

Approved Capacity Details *Operational Capacity is calculated as a percent of Approved Capacity beds.

Bed Type	Gender	Approved Capacity	%Operating Capacity	Operational Capacity	Pre 96 LTSR	Post 96 LTSR	Bed Details	Conditions
Secure detention	Coed	44	100	44.00	0	0	Unit Name: Juvenile Detention - 44, either.	

RULE COMPLIANCE DETAILS

Chapter 2960 - Mandatory Rules Not In Compliance**Total: 3****1. 2960.0070 ADMISSION POLICY AND PROCESS. Subpart 4.A.. Inventory and handling of resident property.**

The license holder must inventory the resident's personal property, including clothing, and have the resident and the license holder sign the inventory upon admission. If the resident refuses to sign the inventory, two facility staff must sign the inventory. The license holder must ensure that a resident retain the use and availability of personal funds or property unless restrictions are justified in the resident's treatment plan. The license holder must ensure separation of resident funds from funds of the license holder, the residential program, or program staff.

Inspection Findings:

One of five resident files reviewed showed that neither the resident nor staff signed for the resident's inventory at intake.

Corrective Actions:

Ensure that resident's inventory is signed by the resident and staff, or two staff should the resident refuse or be unable to provide signature.

Response Needed By:**2. 2960.0080 FACILITY OPERATIONAL SERVICES, POLICIES, AND PRACTICES. Subpart 18.A.4.. Resident and family grievance procedures.**

A. The written grievance procedure must require, at a minimum, that: (4) a person filing a grievance must receive a response within five days.

Inspection Findings:

A review of 38 grievances showed that four did not contain a response by the facility within five days.

Corrective Actions:

Ensure that all grievances submitted are responded to within five days.

Response Needed By:**3. 2960.0360 SECURITY POLICIES AND PROCEDURES. Subpart 1. Content of policies and procedures.**

A license holder who offers correctional program services must develop security policies and procedures regarding the following: A. control and recovery of contraband; B. delivery and service procedures; C. prohibition of firearms and other weapons in resident areas and measures to ensure that weapons are inaccessible to residents; D. search procedures; E. escort of residents outside the secured area; and F. one half hour interval well being checks, when residents are not under direct supervision.

Inspection Findings:

F. Documentation and video were reviewed to determine compliance with well-being checks. The review consisted of 18 hours within five pods totaling 180 checks. Three checks were determined to be out of compliance as they did not occur within the required 30 minutes.

Additional concerns - The facility policy states that well-being checks are to be conducted to ensure that a resident is present, alive, and safe. Video review of seven staff showed that all seven staff's visual of a resident while sleeping was under one second.

Corrective Actions:

Ensure that checks are completed within the required thirty minutes while a youth is not under direct supervision.

Response Needed By:

INSPECTION COMMENTS

The Ramsey County Juvenile Detention Center annual inspection was completed on May 21-23, 2024, using Minnesota Rules, Chapter 2960, governing juvenile residential facilities.

This scheduled visit consisted of a physical plant safety and security inspection. The physical plant inspection included intake, resident living areas, resident bedrooms, bathrooms, visiting/meeting/group rooms, recreation areas, kitchen, and classroom areas of the facility.

The inspection also included discussions with direct care staff, nursing staff, administration, residents, and observation of staff interactions with residents. Documentation review included staff personnel and training files, resident files, daily logs, treatment plans, menus, recreation schedules, grievance documentation, well-being checks, policy and procedure manual, and resident handbooks.

If you have any questions regarding this report, please email ie-support.doc@state.mn.us.

JJDPA Compliance

Review of Federal Compliance data from October 1, 2023, to May 23, 2024, showed no JJDPA violations.

Report completed By: Marcia Sparrow – Detention Facility Inspector

Signature:


