



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:

Rice County Jail

Address: 118 NW Third Street, PO BOX 158, Faribault, MN 55021

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Annual **Inspected By:** Jacob Nelson – Detention Facility Inspector **Inspected on:** 04/02/2024

Inspection Method: Facility walk-through, staff and inmate interviews, employee and inmate file reviews, facility documentation review and video footage review.

Officials Present During Inspection: Jail Administrator Jake Marinenko; Sheriff Jesse Thomas

Officials Present for Exit Interview: Jail Administrator Jake Marinenko

Issued Inspection Report to: Jail Administrator Jake Marinenko; Sheriff Jesse Thomas; County Administrator Sara Folsted; 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	119	3	4	97.62%	Compliance rating of 100%
2911	Essential	101	97	3	1	97.03%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 05/01/2024 **Ends On:** 04/30/2025 **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:** Rice County Sheriff's Office

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	Bed Details	Conditions
Secure	Coed	35	80	28.00	Located at 118 NW 3rd Street.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 3

- 2911.2525 ADMISSIONS. Subpart 1. Policies and procedures.

A facility shall have written policies and procedures for processing new inmates to the facility to include, at a minimum, the following: A. obtaining and documenting available emergency medical information within two hours of admission; B. verification of court commitment papers or other legal documentation of detention. Verification shall include checking the date of admission, duration of confinement, and specific charges; C. a search of the inmate and the inmate's possessions; D. inventory and storage of the inmate's personal property; E. initial medical screening to include an assessment of the inmate's health status, including any medical or mental health needs; F. telephone calls made by the inmate during the booking and admission process and prior to assignment to other housing areas; G. shower and hair cleansing; H. issue of bedding, clothing, and personal hygiene items according to the rule requirements applicable to the anticipated length of stay of the inmate; I. photographing and fingerprinting including notation of identifying marks or unusual characteristics such as birthmarks or tattoos; J. interviewing to obtain the following identifying data: (1) name and aliases of person; (2) current address, or last known address; (3) health insurance information; (4) gender; (5) age; (6) date of birth; (7) place of birth; (8) race; (9) present or last place of employment; (10) emergency contact including name, relation, address, and telephone number; and (11) additional information concerning special custody requirements or special needs; K. initial classification of the inmate and assignment to a housing unit; L. an assigned booking number; and M. Social Security number, driver's license number, or state identification number, if available.

Inspection Findings:

There is no consistent procedure for documenting emergency medical information within two hours of admission.

Corrective Actions:

Develop a procedure for all staff to follow that consistently documents emergency medical information within two hours of admission on all inmates. Send the new procedure to the DOC by July 1, 2024.

Response Needed By: 07/01/2024

2. 2911.2525 ADMISSIONS. Subpart 4. Inmate personal property.

A facility shall have a written policy and procedure that: A. provides for the itemized inventory and secure storage of all personal property of a newly admitted inmate, including money and other valuables; B. specifies any personal property an inmate may retain in the inmate's possession; and C. provides that the inmate shall sign a receipt for all property held until release.

Inspection Findings:

There is no consistent procedure for inmates to sign their property receipts.

Corrective Actions:

Develop a consistent procedure for inmates to sign their property receipts upon intake. Send documentation of procedure to the DOC by July 1, 2024.

Response Needed By: 07/01/2024

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:

Inmates of different classifications were found to be housed in the same housing units, and no classification override had been utilized.

Corrective Actions:

This was corrected on-site. No further action is required at this time.

Response Needed By:

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

1. 2911.2850 INMATE DISCIPLINE PLAN. Subpart 3. Due process.

Disciplinary segregation shall be used only in accordance with due process to include at a minimum: A. published rules of conduct and penalties for violation of rules; B. written notice of alleged violation of a rule; C. the right to be heard by an impartial hearing officer and to present evidence in defense: (1) the inmate may waive the hearing in writing; and (2) a written record is made of the disciplinary hearing and sanctions or other actions taken as a result of the hearing; D. the right to appeal; E. the status of an inmate placed on disciplinary segregation for more than 30 continuous days subsequent to a disciplinary hearing shall be reviewed, approved, and documented by the facility administrator or designee at least once every 30 days, and the facility shall develop written policy, procedure, and practice that provides that inmates in disciplinary segregation receive visits from the facility administrator or designee at least once every seven days as a part of the disciplinary segregation review process; F. an inmate placed in segregation for an alleged rule violation shall have a disciplinary hearing within 72 hours of segregation, exclusive of holidays and weekends, unless documented cause can be shown for delays. Examples of causes for delay are inmate requests for delay, or logistical impossibility, as in the case of mass disturbances; and G. the facility administrator or designee can order immediate segregation when it is necessary to protect the inmate or others. This action is reviewed and documented within three working days.

Inspection Findings:

There is no policy or procedure for inmates in disciplinary segregation to receive visits from the facility administrator every 7 days.

Corrective Actions:

Develop a policy and procedure that ensures inmates in disciplinary segregation receive visits from the facility administrator every 7 days. Send new policy and procedure to the DOC by July 1, 2024.

Response Needed By: 07/01/2024

2. 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:

As noted on previous inspection reports, the recreation space is small, and active recreation is limited to stationary equipment.

Corrective Actions:

There is no corrective action at this time. The only way to increase the space is through a facility addition.

Response Needed By:

3. 2911.3675 LAUNDRY SERVICES AND LINEN EXCHANGE. Subpart 2. Linen.

Clean linens shall be furnished once each week, at a minimum. There shall be a posted schedule for linen exchange. Inmates detained in admission or release processing areas for periods of time not exceeding eight hours need not be issued linens and bedding.

Inspection Findings:

There was no posted linen exchange schedule.

Corrective Actions:

Post facility linen exchange schedules. Send documentation to the DOC by July 1, 2024.

Response Needed By: 07/01/2024

Chapter 2911 - Mandatory Rules In Compliance With Concerns**Total: 4**

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:

Reviewed ten hours of well-being checks over two days, and two well-being checks were of a quality that did not ensure the accurate observation of the inmate's well-being.

Corrective Actions:

Ensure staff are trained on the importance of well-being checks, and the consequences of improper well-being checks. Send documentation of staff refresher training to the DOC by July 1, 2024.

Response Needed By:

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 completes testing on all locks. Documentation showed the testing was completed on an irregular schedule.

Corrective Actions:

Develop a system to ensure all locks are tested weekly.

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 facility medical screening is missing elements required in the Rule. Specifically, type of drug used, mode, amount, frequency, date/time of last use, and withdrawal history.

Corrective Actions:

Add required elements to the current medical screening. Send documentation to the DOC by July 1, 2024.

Response Needed By:

4. 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:

5 days were missing from the medication refrigerator temperature log.

Corrective Actions:

Ensure daily temperature checks are being conducted by staff on days when nursing staff are not present.

Response Needed By:

Chapter 2911 - Essential Rules In Compliance With Concerns

Total: 1

1. 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:

Three weeks were missing from the 2024 weekly fire and safety inspection logs.

Corrective Actions:

Develop a procedure for the consistent logging of fire code and safety inspections.

Response Needed By:

INSPECTION COMMENTS

The Rice County Jail is currently in the process of building a new facility, with the expected transition date happening later this fall. This new facility will alleviate the current facility's struggles with providing adequate programming and recreation for its population, as well as struggles ensuring proper separation of inmates.

The policy manual is currently in a full revision for the transition to the new facility and will be submitted to the DOC for review prior to that transition.

The jail will remain on annual inspections at this time.

JJDPA Compliance

On April 2, 2024, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Rice County Jail has a unique juvenile holding arrangement. The jail has two holding cells, and the county also has a holding area outside the secure perimeter of the jail which can be secure or non-secure.

Rice County 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.

Three core requirements are required under the JJDP Act.

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 Rice County Jail held or processed zero (0) juveniles during the federal fiscal year.

The findings are as follows:

DSO: No violations were determined regarding the facility holding status offenders in the jail. The Rice County Jail does not hold juveniles, they book and release only. Juveniles are brought into the jail for book and release only if the court terminal is not functioning.

Jail Removal: Files and DOC Portal System data indicate that any children brought into the jail and West Holding were 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.

Court Holding: The Court holding cells for Rice County provide sight and sound separation from adults. Policies dictate that juveniles and adults are not transported or held together in court holding.

Based on the documentation reviewed, no violations of the JJDP Act were determined during the Rice County inspection.

Report completed By: Jacob Nelson – Detention Facility Inspector

Signature:

