



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:

Roseau County Jail

Address: 604 Fifth Avenue SW, Roseau, MN 56751

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Annual **Inspected By:** Lauren Bizzotto – Detention Facility Inspector **Inspected on:** 07/08/2025

Inspection Method: Facility walk-through, inmate and staff interviews, staff and inmate file reviews and related documentation review.

Officials Present During Inspection: Jail Administrator Matt Restad

Officials Present for Exit Interview: Jail Administrator Matt Restad; Sheriff Steve Gust

Issued Inspection Report to: Jail Administrator Matt Restad

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance	Total Compliance With Recommendations	Compliance Rating	Substantial Compliance Result/Criteria
2911	Mandatory	119	113	6	0	94.96%	Compliance rating of 100%
2911	Essential	93	93	0	0	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 08/01/2025 **Ends On:** 07/31/2026 **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:** Roseau 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	Effective Date	%Operating Capacity	Operational Capacity	Bed Details	Conditions
Secure	Coed	52	1/1/2008	90	46.80	Remote Podular Design.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 6

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 facility could not produce documentation showing that the policy and procedure manual was reviewed within the last year.

Corrective Actions:

This issue has been resolved, and documentation has been sent to the inspector. There is no further corrective action required.

Response Needed By: 08/29/2025

2. 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 inspector reviewed five days of daily inspections, July 4 and 6 were missing daily inspection sheets, making it impossible to determine if the daily inspections were completed.

Corrective Actions:

Develop a system to ensure that daily contraband checks are completed. The inspector will continue to monitor for compliance during site visits.

Response Needed By: 08/29/2025

3. 2911.5450 DANGEROUS MATERIALS.

A facility shall have a written policy and procedure that specifies that materials dangerous to either security or safety shall be properly secured. Storage and use of flammable, toxic, and caustic materials must be in accordance with all applicable laws and regulations of governing jurisdictions. The policy must cover control and use of tools and culinary and medical equipment.

Inspection Findings:

Bulk and diluted chemicals that inmates have access to and use daily had warning labels that listed potential for eye damage, corrosiveness, skin burns, and were combustible.

Corrective Actions:

Chemicals classified as dangerous should be removed from areas inmates have access to and replaced with safe cleaning chemicals. The inspector will monitor through on-site visits to the facility

Response Needed By: 08/29/2025

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:

The inspector reviewed five days of daily refrigerator temperature checks, the sheets for July 4 and 6 were missing, making it impossible to determine if the temperatures were taken.

Corrective Actions:

Develop a system to ensure that refrigerator temperatures checks are completed. The inspector will continue to monitor for compliance during site visits.

Response Needed By: 08/29/2025

5. 2911.6800 CONTROL. Subpart 1. Records.

Records of receipt, the quantity of the drugs, and the disposition of all prescription medications shall be maintained in detail to enable an accurate accounting.

Inspection Findings:

During the review of medications, the electronic MARS system was off by one dose for three of the five medications reviewed. When the nurse compared the numbers to the most recent audit, the medication count was accurate to what the audit showed. The facility identified an issue with the electronic system.

Corrective Actions:

The facility submitted a ticket with Guardian to identify and correct the issue. The inspector will continue monitoring for compliance during site visits.

Response Needed By: 08/29/2025

6. 2911.6800 CONTROL. Subpart 3. Prescribed medications upon transfer or release.

Prescribed medication shall be given to an inmate or to the appropriate authority upon transfer or release, unless the attending physician decides that in the medical interest of the inmate the medications should not be released with the inmate. The action taken shall be documented.

Inspection Findings:

The medications that are sent with the inmate upon release are not documented.

Corrective Actions:

Develop a procedure for documenting medications sent with the inmate upon release and send it to the Department of Corrections for review.

Response Needed By: 08/29/2025

INSPECTION COMMENTS

The facility will remain on annual inspections.

JJDPA Compliance

On July 23rd, 2025, a Juvenile Justice and Delinquency Prevention (JJDP) Act audit was conducted. The Roseau County Jail has received a "Rural Exception" to the JJDP Act. This allows the facility to hold a delinquent juvenile up to 24 hours, excluding weekends and holidays. The three core requirements that are looked at during the facility review are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound separation.

According to County detention files, the Roseau County Jail held or processed three (3) juveniles from October 1, 2024 to the date of this inspection. 100 percent of the data was reviewed. The findings are as follows:

DSO: No violations of the facility holding status offenders in the jail. Documentation review verified youth brought into the facility were indeed there for delinquent offenses.

Jail Removal: One violation, files indicate that one child brought into the jail was not removed within the 24 hour time frame allowed per the "Rural Exception."

Sight and Sound Separation: The facility's design and policies allow for proper sight and sound separation. This includes the route taken to Court Holding.

The facility does not participate in any "Scared straight" programs for any youth that are under public authority.

Based on the documentation reviewed, one violation of the JJDP Act was found at the Roseau County Jail.

Report completed By: Lauren Bizzotto – Detention Facility Inspector

Signature: 