



# 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:** Troy Okerlund – Detention Facility Inspector **Inspected on:** 06/15/2023 to 06/22/2023

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

**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; Sheriff Steve Gust; County Coordinator/Environmental Officer Jeff Pelowski; Regional Manager Jake McLellan

## 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	119	111	3	5	97.48%	Compliance rating of 100%
2911	Essential	93	78	6	9	93.55%	Compliance rating of 90%

## TERMS OF OPERATION

**Authority to Operate:** approval **Begins On:** 08/01/2023 **Ends On:** 07/31/2024 **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	%Operating Capacity	Operational Capacity	Bed Details	Conditions
Secure	Coed	52	90	46.80	Remote Podular Design.	None.

## RULE COMPLIANCE DETAILS

### Chapter 2911 - Mandatory Rules Not In Compliance

**Total: 3**

- 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:**

Review not documented in written form within the past year.

**Corrective Actions:**

**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**

**Response Needed By: 12/01/2023**

## 2. 2911.3200 INMATE VISITATION

The facility administrator or designee shall develop and implement an inmate visiting policy. The policy shall be in writing and include: A. attorney/client interviews allowed in a manner consistent with Minnesota Statutes, section 481.10; B. a schedule of visiting hours that includes the days and times for visits that includes visits during the normal business day, and evenings or weekends; C. establishment of a uniform number of permissible visits and the number of visitors permitted per visit; D. that an adult inmate be permitted an initial visit with a member or members of the inmate's immediate family at the next regularly scheduled visiting period; E. that all facilities schedule a minimum of eight visiting hours per week: (1) a minimum of three separate and distinct visiting days per week; and (2) 20 minutes' duration minimum for each visit unless the number of persons attempting to visit exceeds the facility's ability to meet this requirement, or the inmate's behavior dictates a need to terminate a visit earlier; F. allowed visits for identified members of an inmate's immediate family; G. when a visit to an inmate is denied for reasonable grounds on the belief that the visit might endanger the security of the facility, the action and reasons for denial shall be documented; H. that visitors register, giving names, addresses, and relationship to inmate; I that any area used for inmate visiting may be subject to audio monitoring, recording, or both. The facility shall use signs and the inmate handbook to inform the inmate about audio monitoring and recording. Professional visits not be audio recorded, unless a court order has been issued; J. that policies for parents, guardians, and attorneys visiting juveniles are unrestrictive as administratively possible and the initial visit of a juvenile by parents, guardians, and attorneys be permitted at any time; K. picture identification of visitors be required for identification purposes; L. that juvenile children be allowed to visit parents, regardless of age, as deemed appropriate by the parent or guardian accompanying the child and when a dispute over children visiting occurs between the inmate and the parent or legal guardian, the inmate be referred to the court for resolution; and M. facility policy and procedures setting forth criteria for authorized friend visiting.

**Inspection Findings:**

Facility policy is missing required language.

**Corrective Actions:**

**The policy shall be in writing and include:**

**A. Attorney/client interviews allowed in a manner consistent with Minnesota Statutes, section 481.10.**

**Response Needed By: 12/01/2023**

## 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:**

**Harsh chemicals should be removed from the secure area and replaced with safe cleaning chemicals. Staff and inmates must be provided appropriate protective equipment when the chemical presents hazards to the user.**

**Response Needed By: 12/01/2023**

**Chapter 2911 - Essential Rules Not In Compliance**

**Total: 6**

1. 2911.1200 CLERICAL AND SUPPORT EMPLOYEES WITH REGULAR OR DAILY INMATE CONTACT: TRAINING. Subpart 2. Regular or daily inmate contact.

A facility shall have a written policy and procedure that provides that all new clerical and support employees who have regular or daily inmate contact receive 40 hours of orientation and training during their first year of employment. These hours are to be completed before being independently assigned to a particular job. The employees are given an additional 16 hours of training each subsequent year of employment. At a minimum, this training covers the following areas: A. security procedures and regulations; B. rights and responsibilities of inmates; C. all applicable emergency procedures; D. interpersonal relations and communication skills; and E. first aid.

**Inspection Findings:**

Policy states "The Roseau County Detention Center currently does not have any clerical or support staff with minimal contact with inmates." Support staff including medical and kitchen staff, are not provided required training. No facility training records for support staff could be located.

**Corrective Actions:**

**Clerical and support employees must receive 40 hours of orientation and training during their first year of employment. Training must cover A-E of the rule.**

**Response Needed By: 12/01/2023**

2. 2911.2800 ADMINISTRATIVE SEGREGATION. Subpart 4. Policy.

Written policy and procedure shall provide that the status of inmates in administrative segregation is reviewed every seven days. These policies shall provide: A. that the review is documented and placed in the inmate's file; B. that the inmate in administrative segregation receive visits from the facility administrator or designee a minimum of once every seven days as a part of the administrative review process; and C. that the review process that is used to release an inmate from administrative segregation is specified.

**Inspection Findings:**

Facility does not have a specified review process that is used to release an inmate from administrative segregation within the policy.

**Corrective Actions:**

**The review process that is used to release an inmate from administrative segregation must be specified.**

**Response Needed By: 12/01/2023**

3. 2911.2850 INMATE DISCIPLINE PLAN. Subpart 6. Removing clothing and bedding.

The facility administrator or designee shall have a policy and procedure for removing clothing and bedding from an inmate. The following shall be included: A. clothing and bedding shall be removed from an inmate only when the inmate's behavior threatens the health, safety, or security of self, other persons, or property. When appropriate, alternative clothing and bedding shall be issued; B. clothing and bedding shall be returned to the inmate as soon as it is reasonable to believe the behavior that caused the action will not continue; C. the decision to deprive an inmate of articles of clothing or bedding shall be reviewed by the officer in charge or the supervisor during each eight-hour period; and D. the review shall be documented.

**Inspection Findings:**

Facility does not have a compliant policy on removing clothing and bedding. The facility was found in violation of this upon a special incident review.

**Corrective Actions:**

**The facility shall have a policy and procedure for removing clothing and bedding from an inmate. The following shall be included:**

- C. The decision to deprive an inmate of articles of clothing or bedding shall be reviewed by the officer in charge or the supervisor during each eight-hour period; and  
D. The review shall be documented.**

**Response Needed By: 12/01/2023**

## 4. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 2.A. Arrangements for religious services and counseling.

A facility shall have either a chaplain with the minimum qualifications of clinical pastoral education or equivalent specialized training and endorsement by the appropriate religious certifying body or a community clergy consultant meeting the qualifications to assist the facility administrator in arranging for religious services and counseling as requested. No inmate shall be required to attend religious services. Religious services shall be held in a location that the inmates who do not wish to participate are not exposed to the service. Attendance or lack of attendance at religious services shall not be considered a criterion for rights or privileges within the facility. The facility administrator or designee in cooperation with the chaplain or community religious resource, plans, directs, and advises on aspects of the religious program, including approval and training of both lay and clergy volunteers from faiths represented by the inmate population. When a religious leader of an inmate's faith is not represented through chaplaincy staff, community religious resources, or volunteers, the chaplains or community religious resource shall assist the inmate in contacting such a person. That person shall have the appropriate credentials from that faith judicatory and may minister to the inmate with the approval of the chaplain or community religious resource. An inmate requesting private interviews or counseling in a setting not capable of being audio monitored with chaplaincy staff, community religious resources, or volunteers, or persons with the approval of the chaplain or community religious resource shall be given the opportunity within the policies as are reasonable and necessary to protect the facility's security. Bibles or sacred books of another religion may be made available to inmates by the facility, through local library or other community resources and limited to the inmate's period of confinement.

**Inspection Findings:**

The facility reported that they do not have a chaplain or equivalent religious figure as required in the rule.

**Corrective Actions:**

**The facility must obtain chaplain or community religious resource who in cooperation with the jail administrator work together to meet all the requirements within the rule.**

**Response Needed By: 12/01/2023**

## 5. 2911.3500 VOLUNTEERS.

When volunteers are used in facility programs, a written policy and procedure shall provide that a staff member is responsible for coordinating the volunteer service program. The policy includes the following elements: A. lines of authority, responsibility, and accountability for the volunteer services; B. a procedure for the screening and selection of volunteers; C. an orientation training program appropriate to the nature of the assignment; D. a requirement that volunteers agree in writing to abide by all facility rules and policies, with emphasis on security and confidentiality of information; and E. a statement that the administrator may discontinue a volunteer activity at any time by written notice.

**Inspection Findings:**

No current written agreements with active volunteer(s) could be located.

**Corrective Actions:**

**The facility will need to review the rule and ensure they are meeting the requirements and provide the Department with copies of written agreements.**

**Response Needed By: 12/01/2023**

## 6. 2911.3600 CLOTHING AND BEDDING PROPERTY. Subpart 6. Excess personal clothing and abandoned property.

An inmate's excess personal clothing, abandoned property, or both shall be picked up by the inmate, or released to a designated family member or friend from whom a signed property release has been secured. Property shall be stored in containers designed for this purpose and properly identified, inventoried, and secured. A documented disposition on all abandoned property shall be maintained.

**Inspection Findings:**

No current documented disposition on abandoned property could be located. The facility has no set amount of days to hold items before they are destroyed.

**Corrective Actions:**

**A documented disposition on all abandoned property shall be maintained. Policy or written procedure should identify the number of days items must be held before being destroyed or donated.**

**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 5****1. 2911.0900 STAFFING REQUIREMENTS. Subpart 1. Staffing plan and staffing analysis.**

The facility administrator shall prepare and retain a staffing plan. The staffing plan shall identify: A. jail personnel assignments for: (1) facility administration and supervisors; (2) facility programs including exercise and recreation; (3) inmate admission, booking, supervision, and custody; (4) support services including medical, food services, maintenance, and clerical; and (5) other jail-relevant functions such as escort and transportation of inmates; B. the days of the week that the assignments are filled; C. the hours of the day that the assignments are covered; and D. any deviations from the plan with respect to weekends, holidays, or other atypical situations must be considered. The facility administrator or designee shall review the facility's staffing plan at least once each year. The review shall be documented in written form sufficient to indicate that staffing plans have been reviewed and revised as appropriate to the facility's needs or referred to the facility' governing body for funding consideration. A facility with a design capacity of more than 60 beds must have a staffing analysis and staffing plan approved by the commissioner of corrections. This staffing analysis shall include all posts, functions, net annual work hours appropriate to each post, and total number of employees to fill the identified posts and functions.

**Inspection Findings:**

The Jail Administrator is the jail's sole administrative and managerial supervisor. The administrator is also 911 dispatch supervisor, healthcare liaison, training officer, and facility programmer along with other responsibilities. Presumably these ancillary duties detract from the administrative responsibilities in the jail and contribute to the number of items found out of compliance.

**Corrective Actions:**

**It is recommended the county complete a staffing analysis to determine current and future staffing needs.**

**Response Needed By:****2. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 1. Emergency plan.**

A facility shall have a written disaster plan. The plan shall include policies and procedures designed to protect the public by securely detaining inmates who represent a danger to the community or to themselves when the facility must be evacuated in total. The plan shall also include: A. location of alarms and fire fighting equipment; B. an emergency drill policy as follows: (1) at least annual drills at all facility locations; and (2) drills shall be conducted even when evacuation of extremely dangerous inmates may not be included; C. specific assignments and tasks for personnel; D. persons and emergency departments to be notified; E. procedure for evacuation of inmates; and F. arrangements for temporary confinement of inmates.

**Inspection Findings:**

The facility had an emergency plan but has not conducted a drill within the last year.

**Corrective Actions:**

**Ensure the facility is conducting drills as needed and is complaint with rule requirements.**

**Response Needed By:****3. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 2. Quarterly review of emergency procedures.**

There shall be a review of emergency procedures once every three months. The review shall include: A. assignment of persons to specific tasks in case of emergency situations; B. instructions in the use of alarm systems and signals; C. systems for notification of appropriate persons outside the facility; D. information on the location and use of emergency equipment in the facility; E. specification of evacuation routes and procedures; and F. that the review be documented and require signature or initialing by all staff.

**Inspection Findings:**

The facility was missing documentation on quarterly reviews. The facility stated they were performing reviews but only had documentation for one of the 4 quarters.

**Corrective Actions:**

**Ensure that all reviews are documented and signed or initialed by all required staff.**

**Response Needed By:**

## 4. 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:**

A review of well-being checks was conducted via video, all checks reviewed were completed within the required 30 minutes. However, some of the checks were conducted at a pace that would make it difficult to observe signs of life.

**Corrective Actions:**

**The facility must conduct retraining with it's staff to include the importance of conducting a well-being check at a pace that can observe signs of life. Documentation of the retraining must be submitted to the DOC for review.**

**Additionally, it is recommended that the facility implement an auditing process to verify staff are completing well-being checks on time and at a pace that can observe signs of life. The audit should include reviewing at least one period of well-being checks for all staff members charged with performing checks. The facility should document and maintain records of all materials used and findings of these audits.**

**Response Needed By: 12/01/2023**

## 5. 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:**

Facility is missing some required elements of section A of the rule.

**Corrective Actions:**

**Ensure newly created documents are covering the rule requirements and they are being implemented when newly admitted inmates enter the facility.**

**Response Needed By:****Chapter 2911 - Essential Rules In Compliance With Concerns****Total: 9**

## 1. 2911.1200 CLERICAL AND SUPPORT EMPLOYEES WITH REGULAR OR DAILY INMATE CONTACT: TRAINING. Subpart 1. Minimal inmate contact.

A facility shall have a written policy and procedure that provides that all new clerical and support employees that have minimal inmate contact receive 24 hours of orientation and training during their first year of employment. Sixteen of these hours are completed before being independently assigned to a particular job. Persons in this category are given an additional 16 hours of training each subsequent year of employment.

**Inspection Findings:**

It was reported that maintenance staff having minimal contact with inmates did not receive orientation and training specific to the jail. The facility has no training records for maintenance staff.

**Corrective Actions:**

**Clerical and support employees with minimal contact need 16 hours of training before being independently assigned. It is recommended the training hours are specific to jail operations such as emergency procedures.**

**Response Needed By:**

2. 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:**

An employee after their first year but within their second year was missing required training such as signs of suicide risk, suicide precautions, vulnerable inmates, and diversity training.

**Corrective Actions:**

**Training coordinator must ensure that facility staff is receiving all the required training within the time frames set by the rule. Facility inspectors will verify compliance at follow up inspection.**

**Response Needed By:**

3. 2911.1500 PROGRAM STAFF TRAINING.

A facility shall have a written policy and procedure that provides that the facility's program personnel receive at least 40 hours of orientation and training in the first year of employment, and at least 16 hours of training each year thereafter. This training must cover, at a minimum: A. security procedures and regulations; B. planning; C. development, and implementation of treatment, educational, and recreational programs; D. inmate and staff rules and regulations; E. rights and responsibilities of inmates; F. emergency procedures; G. interpersonal relations; H. interaction of elements of the criminal justice system; and I. first aid.

**Inspection Findings:**

The jail administrator along with many other duties is also the facility programmer. The jail administrator stated they had not had specific training to programming.

**Corrective Actions:**

**The programming staff must seek training in regard to development and implementation of treatment, educational, and recreational programs as required in the rule.**

**Response Needed By:**

4. 2911.2700 INFORMATION TO INMATES. Subpart 2. Program options and activities.

An inmate shall be provided written information on program options and activities within 24 hours of admission, excluding weekends and holidays. A facility staff member shall review program options and activities with inmates who are unable to read, within 24 hours of admission, excluding weekends and holidays. A Class I facility is exempt from this requirement with the exception of those approved by the commissioner to house inmates serving alternative sentences.

**Inspection Findings:**

The facility has limited programming. Inmates held in holding for over 24 hours don't receive notice of program options and activities within rule timeline requirement.

**Corrective Actions:**

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**Ensure that inmates held in holding are receiving all required information within 24 hours. Programming staff must work to increase programming opportunities.**

**Response Needed By:**

5. 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:**

The facility did not have documentation of programs offered and inmates participating in programs.

**Corrective Actions:**

**The facility must review the rule and ensure compliance.**

**Response Needed By:**

6. 2911.3100 INMATE ACTIVITIES AND PROGRAMS. Subpart 4. Education.

A facility shall have a written policy and procedure that provides for inmate access to educational programs, vocational counseling, and when available, vocational training. When possible, a facility shall arrange to have these educational programs delivered in classroom specifically designed and equipped for educational or vocational programming. Class I facilities are exempt from this requirement with the exception of those approved by the commissioner to house inmates serving alternative sentences. Text books necessary to complete a course of study, to the extent that local resources permit, shall be made available to inmates. The facility shall not be responsible for the purchase of text books to complete a course of study.

**Inspection Findings:**

Inmates do not have consistent readily available access to educational programs and vocational counseling as required by the rule.

**Corrective Actions:**

**The facility must provide inmate access to educational programs and vocational counseling. If possible these programs should be delivered in a classroom specifically designed and equipped for educational or vocational programming.**

**Response Needed By:**

7. 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:**

The facility is reportedly meeting the laundry needs of the inmates but does not have a scheduled exchange with dates and times of the laundry exchange.

**Corrective Actions:**

**Post schedule of laundry exchange with dates and times.**

**Response Needed By:**

8. 2911.4950 RESPONSE TO RESISTANCE. Subpart 7. Record.



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The facility shall maintain a written record of emergency distribution of security devices and equipment.

**Inspection Findings:**

The facility stated they did not maintain a written record for the taser security devices.

**Corrective Actions:**

**Facility must maintain a written record of emergency distribution of security devices.**

**Response Needed By:**

9. 2911.6200 MEDICAL AND DENTAL RECORDS. Subpart 3. Available information.

Medical record file information available to health-trained staff and custody personnel shall minimally include summary medical information provided by the health authority or health care personnel that ensures sufficient detail to allow health-trained staff persons or other custody personnel to ensure medical care of inmates in their custody in a manner consistent with that prescribed by the responsible physician or health care personnel.

**Inspection Findings:**

Medical records are kept separate however they are stored in multiple locations. Mental health screens are not kept in medical folders, some medical information is kept separate on the guardian system, some medical information is stored electronically while other medical information is kept in a paper file. When reviewing the paper file there is nothing to reference the reader to other separate locations where medical data is stored.

**Corrective Actions:**

**Inmate medical folders should be consolidated so facility staff or medical staff can be aware of and reference all pertinent medical information.**

**Response Needed By:**

**INSPECTION COMMENTS**

Administration appears to take pride in the facility as it was found to be very clean and well maintained. The inmates interviewed had positive remarks about the staff and facility.

As addressed in the current and previous inspection reports it is recommended that the facility conduct a staffing assessment to identify the needs of the facilities and distribute employee responsibilities at a manageable level.

**JJDPA Compliance**

On June 15th, 2023, 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 two (2) juveniles from October 1, 2022 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: Troy Okerlund – Detention Facility Inspector

Signature: \_\_\_\_\_

