



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:

Scott County Jail

Address: 301 Fuller Street, Shakopee, MN 55379

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Rachel Dotseth – Detention Facility Inspector **Inspected on:** 01/31/2025 to 01/31/2025

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

Officials Present During Inspection:

Officials Present for Exit Interview:

Issued Inspection Report to:

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	126	124	1	1	99.21%	Compliance rating of 100%
2911	Essential	102	100	2	0	98.04%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 03/01/2025 **Ends On:** 02/28/2027 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 02/28/2026
Delinquent Juvenile Hold Approval: 6 hrs **Certificate Holder:** Scott County Sheriff's Department
Special Conditions:

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	210	2/1/2006	90	189.00	None.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 1**

1. 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 inspector was unable to verify medication counts due to the facility's electronic MARS system. This system does not have the capability to track or log when medications are administered.

Corrective Actions:

During the inspection, the Inspector discussed with the nurse an effective way to account for medications electronically or using paper forms. The facility will talk to the company that runs the electronic MARS system and implement a new system for tracking medications. The Inspector will follow up with the facility to ensure compliance with the rule.

Response Needed By: 03/07/2025**Chapter 2911 - Essential Rules Not In Compliance****Total: 2**

1. 2911.0900 STAFFING REQUIREMENTS. Subpart 15. Ratio of custody staff to inmates, reporting incidents, and responding to emergencies.

A. A facility with a design capacity of 60 or fewer beds shall meet the staffing ratios in this item. For inmate supervision, the overall facilitywide minimum ratio of custody staff to inmates shall be one custody officer to 25 inmates. These staff must be in the facility and on duty at all times and not involved in temporary duties outside of the facility. Included in this ratio are all staff who are assigned and trained in the custody and supervision of inmates as their primary duty. Staff not directly responsible for custody and supervision of inmates such as administrative, supervisory, program, bailiff, or support staff shall not be included in this ratio; B. A facility with a design capacity of 60 or more beds shall meet the staffing ratios in this item. For inmate supervision, the overall facilitywide minimum ratio of custody staff to inmates shall not be less than: (1) 1 to 60 inmates for direct supervision housing units with lockdown capability; (2) 1 to 48 inmates for direct supervision dormitories; (3) 1 to 40 for indirect or podular inmate supervision; and (4) 1 to 25 inmates for linear housing areas; C. A facility administrator may apply for a specific variance from the staffing requirements in this subpart from the commissioner. Consideration of this variance shall require that supervision of inmates is accomplished in an appropriate manner and that the safety and security of the facility, staff, and inmates are not compromised.

Inspection Findings:

During the inspection, it was found that on the 3rd shift, the officer assigned to the B pod direct supervision style housing unit that houses up to 60 inmates leaves the unit to conduct the well-being checks in a different unit, which leaves no staff in the direct supervision housing unit.

Corrective Actions:

The facility must not pull the officer from the direct supervision housing unit for the B pod on 3rd shift.

The facility needs to utilize an additional custody staff person to do well-being checks in the other unit. The facility is currently working on updating the staffing analysis. Once completed the facility shall submit to the Department of Corrections for approval.

Response Needed By: 03/31/2025

2. 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:

During the inspection, it was found that one program is being offered to the males and not the females.

Corrective Actions:

Continue to work with the community resources to provide equal programming for females. Submit a plan to the Department of Corrections for review.

Response Needed By: 06/27/2025

Chapter 2911 - Mandatory Rules In Compliance With Recommendations**Total: 1**

1. 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:

Medical refrigerator temperatures are taken when nursing staff are in the building but are not being recorded when medical is not in the facility.

Documentation showed 12/2, 12/4, 12/5, 1/18, and 1/20 were missing a daily temperature log.

Corrective Actions:

After the inspection, the facility sent an updated plan on February 4, 2025. No further action is needed. The inspector will continue to monitor for compliance.

Response Needed By:

INSPECTION COMMENTS

The facility will remain on biennial inspections.

JJDPA Compliance

Compliance Report for the monitoring Facilities Pursuant to the Juvenile Justice Delinquency Prevention Act of 2002.

On the day of the inspection a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Scott County Jail held four (4) juveniles from the reporting period of October 1, 2024, to January 1, 2025. 100% of the files were reviewed and zero (0) violations were found. The Scott County Jail is located in a Metropolitan Statistical Area (MSA). Therefore, Scott County Jail has a 6 hour hold ability for delinquent juveniles.

The three core requirements that are looked at during the JJDP Act review include Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound Separation.

The findings are as follows:

DSO: No violations found.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. No violations found.

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

Court Holding: There are two different court holding areas in Scott County, each on a different floor. This allows them to place juveniles on a different floor in court holding, separated from adults. The common practice for juveniles is to be taken straight into court and not be placed in court holding. No violations found.

Scott County utilizes the Scott County JAF, which is nonsecure and Carver County JDC for secure holding.

Based on the documentation provided and reviewed, no violations of the JJDP Act were identified during the 2023 Scott County Jail inspection.

Report completed By: Rachel Dotseth – Detention Facility Inspector

Signature:

