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: Sherburne County Jail

Address: 13880 Highway 10, Elk River, MN 55330

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Gretta Holder – Detention Facility Inspector **Inspected on:** 06/22/2026

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

Officials Present During Inspection: Assistant Jail Administrator Tyrel Hoppe; Assistant Jail Administrator Tom Zerwas; Commander Dave Isais

Officials Present for Exit Interview: Assistant Jail Administrator Tom Zerwas; Commander Dave Isais

Issued Inspection Report to: Commander Dave Isais; Sheriff Joel Brott

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	125	1	0	99.21%	Compliance rating of 100%
2911	Essential	101	101	0	0	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 07/01/2026 **Ends On:** 06/30/2028 **Facility Type:** Jail

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 06/30/2027

Delinquent Juvenile Hold Approval: 6 hrs **Certificate Holder:** Sherburne 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	732	8/14/2018	95	695.40	None.	

RULE COMPLIANCE DETAILS

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

1. 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:

The facility is utilizing the approved mental health screening tool; however, a review of ten inmate files identified that one screening that resulted in a referral, wasn't referred to mental health.

Corrective Actions:

Ensure that medical staff are retrained on how to complete the required mental health screen by following through with referrals as needed. Send the inspector completed training documentation. The DOC inspector will continue to monitor for compliance.

Response Needed By: 07/10/2026

INSPECTION COMMENTS

Physical Plant: The Sherburne County Jail is completing an upgrade to the plumbing in the housing units. With the number of bookings and additional traffic due to court movement in and out of the facility, more space is needed in the intake area of the facility. This addition should also account for separation capabilities to include negative pressure cells for quarantine procedures and inmates with airborne communicable illnesses.

The HVAC system is unable to maintain consistent temperatures throughout the jail a plan should be developed to remedy this issue. The facility lacks storage space, and the narrow hallways of the segregation areas are being used as a storage area and should be free of clutter for officer safety.

The facility will remain on a biennial inspection schedule.

JJDPA Compliance

On June 2, 2026, a Juvenile Justice and Delinquency Prevention Act (JJDPA) audit was conducted.

A review of DOC Portal data indicated that 0 juvenile(s) was/were processed in the Sherburne County Jail from June 3, 2025, to June 2, 2026. A review of the data identified zero violations.

The three core requirements that were reviewed are the Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jails and Lockups (Jail Removal), and Site and Sound separation.

DSO: No violations were identified for the facility holding status offenders in the facility.

Jail Removal: No violations were identified for the jail removal requirements.

Sight and Sound Separation: The facility design and policies allow for sight and sound separation that meet JJDPA requirements.

The facility does not participate in any “Scared Straight” programs for any juveniles that are under public authority.

Based on the documentation reviewed, no violations of the JJDPA were identified during the inspection of the Sherburne County Jail.

Report completed By: Gretta Holder – Detention Facility Inspector **Signature:** Gretta Holder