



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:

Valley-Lake Boy's Home, Inc.

Address: 3850 200th Avenue, Breckenridge, MN 56520

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Shannon Amundson – Detention Facility Inspector **Inspected on:** 12/17/2019

Inspection Method: This inspection visit consisted of a tour of the home, including the kitchen and dining area, all living units, resident bedrooms and outside areas. The inspection also included discussions with administration and staff members, review of staff and resident files, a review of camera footage, a review of logs and other pertinent documentation, and a review of the policy and procedure manual.

Officials Present During Inspection: Executive Director Joanna Etzler

Officials Present for Exit Interview: Executive Director Joanna Etzler

Issued Inspection Report to: Executive Director Joanna Etzler; Regional Manager Sherry Hill

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance
2960	Mandatory	316	315	1

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 01/01/2020 **Ends On:** 12/31/2021 **Facility Type:** Non-Secure Juvenile Residential Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 12/31/2020

Delinquent Juvenile Hold Approval: **Certificate Holder:** Valley-Lake Boy's Home , Inc.
PO Box 411
Breckenridge, MN 56520

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	Pre 96 LTSR	Post 96 LTSR	Bed Details	Conditions
Non-secure residential	Male	14	100	14.00	0	0	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2960 - Mandatory Rules Not In Compliance**Total: 1****1. 2960.0570 FACILITY OPERATIONAL POLICIES AND PROCEDURES. Subpart 3. security policies and procedures.**

The license holder must have security policies and procedures that include the topics in items A to K: A. control and recovery of contraband; B. delivery and service procedure; C. prohibition of firearms and other weapons in resident areas; D. search procedures; E. escort of residents outside security area; F. one half hour interval security inspection routines when residents are not under direct supervision; G. lock and key procedures; H. inspection of physical plant procedures; I. count procedures; J. weapons, tools, equipment, medications, and hazardous substances; and K. use of chemical irritants.

Inspection Findings:

Well-being checks of residents must be documented within the half hour when residents are not in direct sight of staff. Review of camera footage revealed that checks were well over the half hour mark and documentation was not consistent with video footage. Administration does not have policy to review camera's to ensure well-being checks are being done properly.

Corrective Actions:

Re-train overnight staff. Issue corrective action to the employees who did not perform proper checks and ensure documentation is accurate. Create an administrative policy for reviewing checks and submit to the DOC within 10 days.

Response Needed By:**INSPECTION COMMENTS**

Sections of 2960 that are applicable to your facility included: Administrative Standards, Group Residential, Corrections and Restrictive Procedure certifications. Inspection results are contained in the various sections of this report.

The facility does not meet requirements for well-being checks and immediate action is required. Overnight staff are not meeting the 30 minute check requirement and documentation is not consistent with video footage. There is no administrative policy on reviewing the cameras to ensure they are being done correctly. Staff will immediately be re-trained on well-being checks and a new policy for administrative review of and documentation of well-being checks will be submitted to the DOC within 10 days.

Thank you for your assistance and cooperation throughout the inspection.
Please contact me if you have any questions regarding this report or any other licensing matter. I can be reached at 651-361-7149

JJDP A Compliance

Valley Lake Boys Home is a nonsecure facility.

Report completed By: Shannon Amundson – Detention Facility Inspector**Signature:**