



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:

Village Ranch Girls Program

Address: 380 Annandale Boulevard, Annandale, MN 55302

MN Governing Rule: 2960 Children's Residential Facility

Inspection Type: Biennial **Inspected By:** Marcia Sparrow – Detention Facility Inspector **Inspected on:** 09/27/2022

Inspection Method: This is a biennial inspection for Village Ranch Girls Program in Annandale. This on-site inspection included physical plant inspection including: resident bedrooms, bathrooms, kitchen/dining, and programing areas. Interviews were conducted with administration, residents, and staff. Files and documentation were reviewed, as well as policies, procedures, and resident handbook.

Officials Present During Inspection: CEO Scott Bakeberg; Program Director Bill Salmela

Officials Present for Exit Interview: CEO Scott Bakeberg; Program Director Bill Salmela

Issued Inspection Report to: CEO Scott Bakeberg; Program Director Bill Salmela; Regional Manager Dayna Burmeister

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance
2960	Mandatory	316	314	1

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 11/01/2022 **Ends On:** 10/31/2024 **Facility Type:** Non-Secure Juvenile Residential Facility

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 10/31/2023

Delinquent Juvenile Hold Approval: Not Applicable

Certificate Holder: Village Ranch, Inc.
13637 60th Street SW
Cokato, MN 55321

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	Female	16	100	16.00	0	0	Age range 12 - 18.	None.

RULE COMPLIANCE DETAILS

Chapter 2960 - Mandatory Rules Not In Compliance**Total: 1****1. 2960.0070 ADMISSION POLICY AND PROCESS. Subpart 5.D.. Resident screening.**

A resident admitted to a facility must be appropriately screened by a trained person, using screening instruments approved by the commissioner of human services and corrections. D. The screenings must include documented inquiries and the results of the inquiries regarding the degree to which the resident's family desires to be involved during the resident's stay at the facility. The resident and resident's family response must be documented.

Inspection Findings:

The family/guardian involvement question was found on two screening documents which were completed at the time of the resident's admission on the bottom of the "Checklist of Approved Screenings," and on the second page of the "Health and Education and Family Involvement Plan/Record." Although the facility stated they ask and confirm the parent/guardian's want for involvement in the resident's stay, in all resident files reviewed, it was not documented on either screening. Staff verified that the parent/guardian was not in the room during the "Health and Education and Family Involvement Plan/Record" screening for confidentiality reasons, therefore the involvement inquiry was not documented and completed.

Corrective Actions:

Place the Resident's Family Involvement inquiry question on a screening that is completed with the parent/guardian to ensure that it is asked and documentation is completed.

Response Needed By: 01/30/2023**Chapter 2960 - Mandatory Rules In Compliance With Concerns****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:

Although well-being checks were in compliance as they were conducted within 30-minutes of each check, while viewing recordings of several overnight well-being checks, it was noted that staff were doing a "fly by" of the rooms and not stopping or pausing at each room to observe the resident.

Corrective Actions:

Retrain overnight staff persons to stop at each bedroom window, pause and observe how the resident is laying, and note if the resident is breathing.

Response Needed By:

INSPECTION COMMENTS

This biennial facility inspection was a scheduled inspection. Sections of the CRF Rule 2960 that pertain to your facility are, the ALL, Group Residential, Correction, and Restrictive Procedures.

Comments:

This program appears to be well run. The physical plant is clean, up-to-date, and in good repair. The common areas are welcoming, bedrooms are spacious and clean, and large areas available for programming inside during inclement weather. Policy and procedures are up-to-date with rule requirements.

The facility's activity calendar and documentation showed that the residents have two hours a day of physical activity, but it was evident during the walk through that they also have many hours a week of leisure and cultural activities that were not noted on the calendar. It was suggested to add those activities on the calendar either when the activity is done or prior to the activity when it is pre-planned. The facility and staff work hard to enrich the resident's lives through a variety of activities, therefore they should document them and take credit for what they are doing.

Overall, this inspection went very well. All staff and residents were welcoming. The facility continues to focus on best practices and trauma informed programing for the female residents.

This inspector looks forward to providing any assistance if needed. Please feel free to contact me at 612-468-2027 with licensing questions or concerns.

JJDP A Compliance

This is a nonsecure program and residents have free egress.

Report completed By: Marcia Sparrow – Detention Facility Inspector

Signature:

