



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:

Wabasha County Jail

Address: 848 17th Street, SUITE 2, Wabasha, MN 55981

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Jen Pfeifer – Detention Facility Inspector **Inspected on:** 05/05/2021 to 05/07/2021

Inspection Method: Facility tour, staff and resident interviews, employee and resident file reviews, related documentation reviews, and review of video footage.

Officials Present During Inspection: Jail Administrator Brenda Balow; Sergeant Janet Sandwick

Officials Present for Exit Interview: Jail Administrator Brenda Balow

Issued Inspection Report to: Jail Administrator Brenda Balow; Sheriff Rodney Bartsh; County Administrator Carolyn Holmsten; Regional Manager Dayna Burmeister

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	126	122	3	1	97.62%	Compliance rating of 100%
2911	Essential	98	98	0	0	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 06/01/2021 **Ends On:** 05/31/2023 **Facility Type:** Jail

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 05/31/2022

Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Wabasha 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	43	90	38.70	None.	Once the inmate population increases above 43, additional staffing is needed.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 3**

1. 2911.4000 ANNUAL FOOD SERVICE REVIEW.

A facility's menu content and cycle shall be reviewed at least once annually by a registered dietitian or nutritionist to ensure compliance with part 2911.3900. The review the findings shall be documented and on file.

Inspection Findings:

Menus were provided but they were not signed by the dietician.

Corrective Actions:

**Provide the signed menus by a qualified dietician to the Department of Corrections within 30 days.
Update: Signed menus were provided to the Department of Corrections and approved on 5/10/2021.**

Response Needed By: 06/01/2021

2. 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:

Corrosive chemicals were found in the jail that were used by inmates.

Corrective Actions:

These items were immediately removed and alternative chemicals will be used.

Response Needed By: 07/01/2021

3. 2911.7300 FIRE INSPECTION. Subpart 1. Annual inspection.

Each facility shall be policy require that a fire inspection of the facility must be conducted in accordance with the applicable fire code on an annual basis by a state fire marshal or local fire official.

Inspection Findings:

There was no fire inspection completed for 2020 and there has been no inspection for 2021 as of yet.

Corrective Actions:

Contact the State Fire Inspector to complete the annual inspection. Submit to the Department of Corrections by July, 1, 2021.

Response Needed By: 07/01/2021**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 1**

1. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 4. Counting.

A facility shall have a written policy describing the system of counting inmates. Formal counts shall be completed with an official entry made in the daily log at least once each eight hours. The facility shall maintain a system that identifies the whereabouts of all inmates in custody and includes a system of accountability for inmates approved for temporary absences from their assigned housing units. A written policy and procedure shall provide that staff regulate inmate movement.

Inspection Findings:

The facility is conducting formal count but not according to policy.

Corrective Actions:

When conducting formal count, it must be completed according to facility policy. All staff must print a roster sheet and verify each inmate at the time of each count.

Response Needed By:

INSPECTION COMMENTS

This was Administrator Balow's first inspection as the Jail Administrator. She was organized and knowledgeable with the inspection process and many of the deficiencies found the day of the inspection were corrected either on site or within days of the Inspector leaving the facility.

Physical Plant:

The night lights are ineffective for staff seeing inmates in their cells at night. Staff are required to carry flashlights to be able to physically see inmates in their cells. This was noted in the last inspection. It is still recommended that alternative lighting be utilized but according to the jail administrator there are not plans to remedy the lighting and staff will continue using flash lights.

The facility has an old analog CCTV system that was installed in 2009. The County had integrated a Phase System for replacing the system. Phase I has been completed and the facility Phase II is currently stalled. Phase III was expected to be completed in 2019. The cameras are old and not working on a consistent basis.

It is essential that the jail have fully functional cameras at all times. Failure to provide a functioning security system may negatively impact the facility capacity and licensure.

The facility shall be moved to biennial inspections.

JJDPA Compliance

On May 5, 2021, a Juvenile Justice and Delinquency Prevention Act (JJDP) audit was conducted. There are three core requirements that are looked at during our facility review. Those core requirements are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound separation. According to the records kept by Wabasha County and the DOC Portal System, the Wabasha County Jail held or processed three (3) juveniles during the federal fiscal year. All 3 juveniles were book and releases. I reviewed 100% of the 2020-2021 juvenile information. The findings are as follows:

DSO: I did not find any violations in regard to the facility holding status offenders. All juveniles that were brought into the facility were held and/or processed for delinquent offenses.

Jail Removal: Information provided indicated that any juveniles brought into the jail are removed well with the hour time allowed.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. Booking is locked down when a juvenile needs to be in the area. This includes the route taken to Court holding and separate juvenile court times. Policies and the court schedule need to indicate that proper sight and sound separation are maintained.

The facility does not participate in any "Scared Straight" programs for any youth that are under public authority, although policy needs to be written to reflect this.

Court Holding: There is secure court holding for Wabasha County. All juveniles are time phased from adults and are not brought to court at the same time.

Based upon the above information that I reviewed, I found no violations of the JJDP Act during the Wabasha County Jail 2021 inspection.

Report completed By: Jen Pfeifer – Detention Facility Inspector

Signature: _____

Jennifer Pfeifer