



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:

Washington County Jail

Address: 15015 62nd Street N, Stillwater, MN 55082

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Rachel Dotseth – Detention Facility Inspector **Inspected on:** 04/15/2025

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

Officials Present During Inspection: Jail Administrator Roger Heinen

Officials Present for Exit Interview: Jail Administrator Roger Heinen

Issued Inspection Report to: Jail Administrator Roger Heinen; Sheriff Dan Starry; County Administrator Kevin Corbid; Regional Manager Jacob McLellan

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	2	0	98.41%	Compliance rating of 100%
2911	Essential	102	101	1	0	99.02%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: approval **Begins On:** 05/01/2025 **Ends On:** 04/30/2027 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 04/30/2026
Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Washington County Sheriff's Office
Special Conditions: Mailed 4/24/2025

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	240	4/17/2019	95	228.00	None.	

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance**Total: 2****1. 2911.5800 AVAILABILITY OF MEDICAL AND DENTAL RESOURCES. Subpart 6. Medical screening.**

A facility shall have a written policy and procedure that requires medical screening is performed and recorded by trained staff on all inmates on admission to the facility. The findings are to be recorded in a manner approved by the health authority. The screening process shall include procedures relating to: A. Inquiry into: (1) current illness and health problems, including dental emergencies, and other infectious diseases; (2) medication taken and special health requirements; (3) use of alcohol and other drugs that include types of drugs used, mode of use, amounts used, frequency used, date or time of last use, and history of problems that may have occurred after ceasing use, for example, convulsions; (4) past and present treatment or hospitalization for mental illness or attempted suicide; (5) other health problems designated by the health authority; and (6) signs and symptoms of active tuberculosis to include weight loss, night sweats, persistent cough lasting three weeks or longer, coughing up blood, low grade fever, fatigue, chest pain, prior history of active tuberculosis disease, and results of previous tuberculin skin or blood testing. B. Observations of: (1) behavior that includes state of consciousness, mental status, appearance, conduct, tremor, and sweating; and (2) body deformities, trauma markings, body piercings, bruises, lesions, and jaundice. C. Disposition to: (1) general population; (2) general population and referral to appropriate health care service; (3) referral to appropriate health care service on an emergency basis; and (4) other.

Inspection Findings:

The initial medical screening was missing part A 1. dental emergencies.

Corrective Actions:

This was discussed with the Jail Administrator at the time of the inspection, and the facility made the change to the medical screen. The Inspector will continue to monitor for compliance.

Response Needed By: 05/30/2025**2. 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, there were three medication counts that were off due to the facility's inaccurate logging.

Corrective Actions:

During the inspection, the nurse was able to utilize a medication count feature to monitor and audit all medications on their electronic MARS system. The Inspector will continue to monitor for compliance.

Response Needed By: 05/30/2025**Chapter 2911 - Essential Rules Not In Compliance****Total: 1****1. 2911.3500 VOLUNTEERS.**

When volunteers are used in facility programs, a written policy and procedure shall provide that a staff member is responsible for coordinating the volunteer service program. The policy includes the following elements: A. lines of authority, responsibility, and accountability for the volunteer services; B. a procedure for the screening and selection of volunteers; C. an orientation training program appropriate to the nature of the assignment; D. a requirement that volunteers agree in writing to abide by all facility rules and policies, with emphasis on security and confidentiality of information; and E. a statement that the administrator may discontinue a volunteer activity at any time by written notice.

Inspection Findings:

During the policy review, the facility was missing part E: A written notice that the administrator may discontinue a volunteer activity.

Corrective Actions:

The facility has updated the policy to include a written notice and the Inspector will continue to monitor for compliance.

INSPECTION COMMENTS

The facility will stay on biennial status.

JJDPA Compliance

The Washington County Jail has no approval to hold juveniles. There is an 8-Day Temporary Holdover Facility (T.H.F.) which houses juveniles. A separate inspection is done on this area.

On April 15, 2025, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Washington County Jail has no juvenile hold approval. 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.

The findings are as follows:

DSO: I did not find any violations of the facility holding status offenders in the jail. Upon review of the files, indication was that juveniles that were brought into the facility were indeed there for delinquent offenses, and housed in the T.H.F.

Jail Removal: N/A.

Sight and Sound Separation: The facility design and policies allow for proper sight and sound separation. This includes the route taken to Court holding. Policies and the court schedule also indicate 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.

Based on the documentation that I reviewed, I did not find any violations of the JJDP act during the Washington County Jail inspection.

Report completed By: Rachel Dotseth – Detention Facility Inspector

Signature:

