



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, Stillwater, MN 55082

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Timothy Thompson – Unit Manager

Inspected on: 04/17/2019 to 04/23/2019

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

Officials Present During Inspection: Jail Administrator Roger Heinen; Sergeant David Stumpner

Officials Present for Exit Interview: Jail Administrator Roger Heinen; Sergeant David Stumpner; Sheriff Dan Starry

Issued Inspection Report to: Assistant Jail Administrator John Warneke; Jail Administrator Roger Heinen; Sheriff Dan Starry; County Administrator Molly O'Rourke; Regional Manager Sherry Hill

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	124	1	1	99.21%	Compliance rating of 100%
2911	Essential	102	100	0	2	100.00%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 05/01/2019 **Ends On:** 04/30/2021 **Facility Type:** Jail

Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 04/30/2020

Delinquent Juvenile Hold Approval: no approval **Certificate Holder:** Washington County Sheriff's Office

Special Conditions: Conditional approval may be changed to approved upon receipt of the corrective action for the mandatory rule requirement that was found out of compliance.

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	240	95	228.00	None.	The county added doors to one of the cellblocks. This allowed for additional capacity as well.

RULE COMPLIANCE DETAILS

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

1. 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:

Medications were not able to be reconciled. There is no method in the current electronic system to determine if the proper number of medication doses are available. The system documents if inmates have refused or taken the medication, but the system does not have a beginning count or a running count of the doses.

Corrective Actions:

Provide a written plan that outlines how the facility will ensure proper accounting of medication. This may include an interim method (which is already being implemented), and must also provide a long-term solution of accounting for medications.

Response Needed By: 07/01/2019**Chapter 2911 - Mandatory Rules In Compliance With Concerns****Total: 1**

1. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 5. Well-being.

A facility shall have a system providing for well-being checks of inmates. A written policy and procedure shall provide that all inmates are personally observed by a custody staff person at least once every 30 minutes. Thirty-minute checks should be staggered. If a well-being check does not occur due to an emergency, it must be documented in the jail log and have supervisory review and approval. More frequent observation is required for those inmates of a special need classification who may be harmful to themselves. Examples of inmates of a special need classification include those classified as potentially suicidal, or as mentally ill, or those experiencing withdrawal from drugs or alcohol.

Inspection Findings:

The pace of checks appeared to be appropriate. However, based on video review, some staff did not appear to look into the cells during their checks.

Corrective Actions:

Overall, well-being checks seem to be better. This is an ongoing issue throughout the state. Continue to conduct well-being check audits. Continue working with staff to ensure they complete the checks appropriately.

Response Needed By:**Chapter 2911 - Essential Rules In Compliance With Concerns****Total: 2**

1. 2911.4900 SECURITY INSPECTION.

The facility shall have a written policy and procedure to require the facility administrator or designee to inspect all areas within the security perimeter, and equipment at least monthly and initiate corrective action if needed.

Inspection Findings:

There are checklists available for documentation of the security inspections. Some staff check each box or line, and some staff draw a line down through the check boxes/lines.

Corrective Actions:

It is strongly recommended that staff check each box or line. By drawing a line through the check boxes/lines, it can be interpreted that those items are not applicable.

Response Needed By:

2. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 1. Post orders and accountability.

There shall be written orders for every security post that are reviewed annually and updated if necessary. A written policy and procedure shall require that personnel read, sign, and date applicable post orders at least annually, or as needed for new posts or revisions. Medium and large facilities with multiple posts may need to conduct these reviews more often.

Inspection Findings:

Staff review Post Orders as part of the annual review of the inmate handbook. In 2017, it was documented as part of the handbook review. However, in 2018 and 2019, it was conducted in the same manner, but it was not documented the same way.

Corrective Actions:

Ensure staff review of Post Orders is documented.

Response Needed By:

INSPECTION COMMENTS

The Washington County Jail continues to operate at a very high level of compliance. The elected officials of Washington County should be commended for their willingness to provide resources to the Sheriff and the jail to allow for this high level of compliance. Facility staff should be commended for their professionalism and commitment to the public safety needs of Washington County.

The facility is in the process of installing new kitchen equipment.

The facility will remain on biennial inspection 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 17, 2019, 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: Timothy Thompson – Unit Manager

Signature: _____

