

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

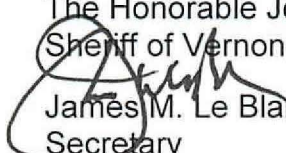


JAMES M. LE BLANC
SECRETARY

April 27, 2021

MEMORANDUM

TO: The Honorable John S. "Sam" Craft
Sheriff of Vernon Parish

FROM: 
James M. Le Blanc
Secretary

RE: "Basic Jail Guidelines" Monitoring Report

I am happy to advise that pursuant to the attached monitoring report concerning the Vernon Parish Jail, I am granting a waiver of the recertification process.

Congratulations to you and your staff for this accomplishment and thank you for the hard work and dedication that are necessary to achieve this goal.

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Brad Conn, Warden, Vernon Parish Jail
Seth Smith, Chief of Operations
Marcus Myers, Warden
Chad Firmin, BJJ Team Leader

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



JAMES M. LE BLANC
SECRETARY

April 27, 2021

MEMORANDUM

TO: James M. Le Blanc
Secretary

FROM: Markisha L. Stewart *M. Stewart*
Basic Jail Guidelines Administrator

RE: Vernon Parish Jail

The recertification inspection was conducted on April 15, 2021. At this time, recertification with waiver and annual monitoring is recommended.

Thank you.

Attachment



03/24/2021

BJG MONITORING REPORT
(Annual, Semi-Annual, Quarterly, Monthly or Recert with Waiver)

FACILITY NAME: Vernon Parish Jail
BJG MONITORS: Major Chad Firmin Team Leader
TYPE OF INSPECTION: Recertification with waiver
FACILITY STAFF: Warden Brad Conn
Connie Williams, Deputy
BJG INSPECTION DATE: April 15, 2021
PREVIOUS BJD INSPECTION DATE: August 15, 2019
OPERATIONAL CAPACITY: 150
COUNT ON DAY OF VISIT: 103

CONCERNS OR ISSUES FROM THE PREVIOUS BJD MONITORING INSPECTION:

None

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	9	0	9
Number of Local Offenders	76	18	94
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	85	18	103

of DOC Offenders that are:

Single Bunked 0

Double Bunked 9 ✓

Triple Bunked 0

Total 9

of DOC Offenders that are in restricted housing:

Single Bunked 0

Double Bunked 0

Triple Bunked 0

Total 0

Assaults (Please list monthly since the previous BJJ monitoring visit.)

Month/Year	Off/Off	Off/Off w/sig inj	Offender/Staff	Off/Staff w/sig inj
April 2020	0	0	0	0
May 2020	0	0	0	0
June 2020	0	0	0	0
July 2020	1	0	0	0
August 2020	0	0	0	0
September 2020	0	0	0	0
October 2020	0	0	0	0
November 2020	0	0	0	0
December 2020	0	0	0	0
January 2021	0	0	0	0
February 2021	0	0	0	0
March 2021	0	0	0	0

Seizure Findings (Please list monthly since the previous BJJ monitoring visit.)

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
April 2020	0	0	0	0	0
May 2020	0	0	0	0	0
June 2020	0	0	0	0	0
July 2020	0	0	0	0	3 razors
August 2020	0	0	0	0	1 cigarette
September 2020	0	0	0	0	0
October 2020	0	0	0	0	0
November 2020	0	0	0	0	0
December 2020	0	0	0	0	2 bags tobacco
January 2021	0	0	0	0	1 tattoo gun
February 2021	0	0	0	0	3 tobacco, 1 lighter, 1 rolling papers
March 2021	0	0	0	0	4 tobacco

GENERAL APPEARANCE/CLEANLINESS/COMMENTS OF THE FACILITY:**Living Area:**

The living areas are neat and clean and well maintained.

Dorms:

Dorm areas are clean. Offenders have mattresses on their beds and personal property stored in appropriate areas.

Cell Block:

The lockdown cells are clean and used for pre-trial offenders and arrestees.

Culinary/Dining:

The facility does not have a dining hall. Food is sent from the kitchen to the living units. The kitchen is clean and in order. Kitchen utensils are stored in a locked cabinet and on inventory and shadow board. Tools are being signed in and out properly. Temperature logs are recorded for coolers and freezers along with the hot water for the dishwasher.

Bathrooms:

Bathrooms are clean and in working order. There was one toilet in a dorm that was not working but a work order was done to fix the toilet. There is some paint peeling in the shower areas throughout the facility.

Yard Areas:

The yard area is a concrete area with concrete walls and is clean. Offenders get the opportunity of at least 1 hour of recreation time throughout the week weather permitting.

Maintenance:

Maintenance is done through the Police Jury and not located on the jail grounds.

REVIEW AND COMMENT ON THE FOLLOWING BASIC JAIL GUIDELINES: *(Compliant or Non-Compliant)*

- I-A-001 Safety/Sanitation/Inspections-Compliant**
Safety and sanitation inspections are being conducted throughout the facility. The latest Fire Marshal Inspection was done 10/12/2020, DHH Inspection for the Jail and Retail Food was done 12/14/2020. All inspections had no apparent discrepancies.

- I-C-001 Emergency Plan-Compliant**
Facility has emergency plans in place and have submitted to the Fire Marshal for approval for the year of 2021.

- II-A-007 Counts-Compliant**
 - *How many formal counts are conducted each shift? Three counts per shift*

 - *How many counts are conducted each day? Six counts each day*

Stick outs are counts that are conducted in areas other than housing units, such as food services and other areas of normally authorized locations. When conducting and submitting the counts, employees are to actually see the offender before turning in these counts.

 - *How does the facility accomplish this? Staff physically count offenders not in housing units and call into control. There is a log kept of offenders that exit out for work details for accountability.*

 - *Does this process insure accountability and safe/secure operation of the facility? Yes*

- II-A-008 Offender Population Management System-Compliant**
Files are kept on offenders housed in the facility. A board is kept with all the names, Locations and total number of offenders housed at the facility.

- II-A-010 Admissions-Compliant**
Paperwork done during the admissions process on offenders along with their property.

- II-A-012 Classification System-Compliant**
Does this facility have any trustees that work outside the secure perimeter? (Yes or No) Yes
If yes,

- *What is their classification process to determine who is eligible for trustee status?*
Reviewed trustee files. Offenders are reviewed for trustee and approved by the Warden.
- *Does their classification process meet DPS&C, Corrections Services' criteria?*
Yes

II-A-018 Offender Drug Testing *(Please list monthly since the previous BJJ monitoring visit.)*

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
April 2020	10	10	100	0
May 2020	10	10	100	0
June 2020	10	10	100	0
July 2020	10	10	100	0
August 2020	10	10	100	0
September 2020	9	9	100	0
October 2020	9	9	100	0
November 2020	8	8	100	0
December 2020	8	8	100	0
January 2021	8	8	100	0
February 2021	8	8	100	0
March 2021	8	8	100	0

II-A-019 Offender Transfers-Compliant

Transfers are done according to policy. There were no DOC offender transfers for 2021.

II-A-020 Frequency of Cell Checks-Compliant

Officers make rounds every 20 to 30 minutes and documented in log books.

II-B-002-1 Use of Restraints for Pregnant Offenders-Compliant

The facility has a policy in place but does not house pregnant female offenders.

II-C-001 Procedures for Searches-Compliant

Searches are being conducted for offenders and their property.

II-D-001 Key, Tool and Utensil Control-Compliant

Keys are kept in a locked area and signed in and out. Tools and utensils are on inventory and also being signed in and out.

III-A-001 Rules and Discipline-Compliant

Facility has offender handbook that is given during intake process.

- *Does the facility's offender orientation include the application process for applying for restoration of good time?* **No**
- *What is their restoration of good time application process for the offender population?* **NA**
- *Does their restoration of good time application process meet DPS&C, Corrections Services' criteria?* **NA**

IV-C-001 Access to Care/Clinical Services *(Does the facility charge a co-payment? If so, approved by DPS&C?)*

Compliant- Facility does not charge co-pays to DOC offenders.

- IV-C-006-1 Pregnancy Management-Compliant**
Facility has policy in place but does not house pregnant females.
- IV-C-008 Annual TB Testing-Compliant**
TB testing is done upon admission and annually.
- IV-C-012 Access to Sick Call-Compliant**
Offenders can access sick call
- IV-C-013 Infirmary Care-Compliant**
Facility does not have an infirmary. If needed offenders are transported to a medical facility for medical treatment.
- IV-C-013-1 Medical Releases** *(Medical Parole, Medical Treatment Furlough, Compassionate Release)***Compliant**
There have been no medical releases from the jail as of this date.
- IV-C-014 Suicide Prevention and Intervention-Compliant**
Policies in place and staff being trained on suicide prevention. Policy is approved by licensed professional.
- IV-C-016 Notification-Complaint**
Emergency contact information is gathered during admissions. No offender has been Admitted to ICU as of this date for family to be notified.
- IV-D-004 Confidentiality of Health Information-Compliant**
All medical records are kept confidential and in a locked cabinet in an office.
- IV-E-001 Alleged and Substantiated Sexual Assaults-Compliant**
- *Is this facility required to be PREA compliant due to contract language? (Yes or No)* **No**
 - *Is this facility PREA compliant? (Yes or No)* **No**
If yes, date compliance received:
 - *If this facility is required to be PREA compliant due to contract language, and has not done so, what is their plan of action for compliance?* **No**
- V-A-003 Programs and Services-Compliant**
- **List all Certified Treatment Programs** *(Attach Form B-04-003-B)*
None
 - **List all other Offender Programs**
Church Services have been suspended since COVID
- V-A-003-1 Educational Programming-Complaint**
There are no programs offered at the facility. If a DOC offender requests to participate in Programs, then the offender can be transferred to a facility that offers programs.

GED Program

Number of GED Slots	<u>0</u>
Number of Participants	<u>0</u>
YTD Number of Completions	<u>0</u>

V-B-001 Releasing Offenders-Compliant
Offenders are signing for property upon release and issues ID's.

V-B-010 Proposed Expansions-Compliant
There are no proposed expansions at this time.

V-C-001 Substance Abuse Programs-Compliant
There are no substance abuse programs at the facility. DOC offenders that wish to Participate in such programs can request to be transferred to a facility with programs.

V-C-002 Reentry Programs (Are offenders releasing with two valid forms of identification?)Compliant
Offenders are releasing with at least two forms of ID.

V-C-004 Parole Board Procedures-Compliant
Staff attend parole board hearings and present any information to the board. There has been no offenders that gone up for parole this year.

VI-B-002 Grievance Process-Compliant

- *Does grievance process include at least two levels of review?*
Yes
- *Who is the designee at each level of review?*
Warden and the Sheriff
- *What is the specified time period for response at each level?*
Offender will receive information from the investigation in 15 days. The Warden has 40 days to respond to the offender on Step 2. The Sheriff will respond to the offender in 45 days in Step 3.

VII-A-002 Weapons Training-Compliant
Employees are trained annually with weapons. The training has not been conducted yet for 2021.

VII-B-008 Monthly Reporting-Compliant
Facility is doing the monthly reports in a timely manner.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

During the walk through several employees were spoke to. Staff morale was good and employees are knowledgeable of job duties. Employees seem to work well together.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

Spoke to offenders throughout the facility. Quality of life and offender morale is good. There were no problems or concerns voiced by offenders during the walk through.

RECOMMENDATION:

At this time recertification with a waiver is recommended with continued annual monitoring visits.



John Bel Edwards
GOVERNOR

Office of State Fire Marshal

8181 Independence Blvd. Baton Rouge, LA 70806
(225) 925-4911 (800) 256-5452 Fax (225) 925-4241



H. "Butch" Browning
FIRE MARSHAL

Inspection Report

Report # CB-19-036614-1

No Deficient/Cautiory Codes cited.

Location Information					
Inspection Type	Compliance Building Inspection		Inspection Date	10/12/2020 11:55:43 AM	
Structure ID	210708	No. of Buildings	1	Facility Code	J531
Capacity	152	Year Built	2014	Construction Type	Type IIA / (111)
Building/Trade Name			Address		
VERNON PARISH JAIL			1203 SOUTH 4TH STREET, LEESVILLE, LA 71446		

Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	WARDEN BRAD CONN	(337) 238-7232	BCONN@VPSO.ORG
Address			
, LEESVILLE, LA 71446			

Tenant Information			
Name	Suite Number	Floor Number	Square Footage

Occupancy Details	
Occupancy Type	Details
Institutional	INSTITUTIONAL BUILDING TYPE: GROUP I-3 (DETENTION/CORRECTION); DETENTION/CORRECTION FACILITY TYPE: CONDITION 4

Comments
NO APPARENT DEFICIENCIES OBSERVED AT TIME OF INSPECTION.
CURRENT CENSUS: 7

Inspector Information		
Name: Justin McCullough	Badge Number: 693	Inspector Signature:
		<i>Justin McCullough</i>

Person to whom requirements were explained		
Name: Paula Hall	Title: Detentions	Signature:
		<i>Paula Hall</i>

For questions regarding the contents of this report, please call: (318) 767 6099

R. S. 40: 1621 Whoever fails to comply with any order issued by the Fire Marshal or his authorized representative under any provision of Part III, Chapter 7, Title 40 of the Louisiana Revised Statutes of 1950, R.S. 40:1569 excepted, shall be fined not more than five hundred dollars or imprisoned, for more than six months or both. Each day's violation of an order constitutes a separate offense and may be punished as such at the discretion of court.



**STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH**

**Detention or Incarceration
Notice of Violations**

Routine/Renewal

Permit Number 58-03-224	Permit Name Vernon Parish Jail-224		
Name of Establishment Vernon Parish Jail-224		Owner Name	
Address 1204 S 4th ST Leesville, LA 71446		Date 12/14/2020	Time 11:15 AM

LAC TITLE 51 PART XVIII

Comments:

NO VIOLATIONS INSPECTION SATISFACTORY.

Verbal acknowledgement of report provided by CAPTAIN JERRY WILLIAMS.

Copy of report emailed to BCONN@VPSO.ORG

Number Licensed For		Number in Attendance		License Anniversary	
		120		06/30/2021	
Sanitarian Name/Print Joshua Rayburn	Phone # (337) 238-6410 Ext 2	Sanitarian Signature <i>JA</i>	R.S. # 3068		
The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to					
Correct Critical Violations by			Correct Non-Critical Violations by		

Name/Title

Signature of Recipient

CAPTAIN JERRY WILLIAMS

STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

Agency License No. N/A	Anniversary Month JUNE				
Name of Establishment VERNON PARISH JAIL-224	Mailing Address				
Address 1204 S 4TH ST					
City, state, Zip Code LEESVILLE LA 71446					
Type of Facility JAILS 120					
Parish Vernon	Date Inspected 12/14/2020				
The above establishment has been inspected by a representative of this section, and: <input checked="" type="checkbox"/> License is Recommended; <input type="checkbox"/> License is Not Recommended; <input type="checkbox"/> License is Pending Reinspection; from the standpoint of sanitation					
JOSHUA RAYBURN <table border="1" style="float: right;"> <tr> <td style="width: 20px; text-align: center;">3</td> <td style="width: 20px; text-align: center;">0</td> <td style="width: 20px; text-align: center;">6</td> <td style="width: 20px; text-align: center;">8</td> </tr> </table>		3	0	6	8
3	0	6	8		
LHS 48 (R 7/99)					
D 1014					



**STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH**

**Retail Food
Notice of Violations**

Routine/Renewal

Permit Number 58-0094619-1	Permit Name VERNON PARISH JAIL kitchen	
Name of Establishment VERNON PARISH JAIL	Owner Name VERNON PARISH POLICE JURY	
Address 1204 S 4TH ST LEESVILLE, LA 71446	Date 12/14/2020	Time 11:15 AM

LAC TITLE 51 PART XXIII

Comments:

NO VIOLATIONS INSPECTION SATISFACTORY.

Verbal acknowledgement of report provided by CAPTAIN JERRY WILLIAMS.

Copy of report emailed to BCONN@VPSO.ORG

NOTICE RS 40:31.38 (ACT 66)

RS 40:31.38 (ACT 66) authorizes the Louisiana Department of Health to charge a fee of \$150 to any permitted food establishment that fails to correct the necessary sanitary code violations to be in compliance at the time of its follow up inspection (1st re-inspection). Re-inspections are required when there are five or more uncorrected non-critical violations and/or one or more uncorrected critical violations remaining at the conclusion of an inspection. The fee is only charged if the necessary violations are not corrected before the 2nd re-inspection and other subsequent re-inspections. Establishments can avoid this fee if the violations noted on the routine inspection report are corrected by, or during, the follow up inspection. If a fee is assessed, the \$150 fee is payable within 30 days' notice, and failure to pay shall result in revocation of the permit.

Sanitarian Name/Print
Joshua Rayburn

Phone #
(337) 238-6410 Ext 2

Sanitarian Signature


R.S. #
3068

The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to

Correct Critical Violations by

Correct Non-Critical Violations by

Signature of Recipient

Name/Title
CAPTAIN JERRY WILLIAMS