Department of Public Safety & Corrections' State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



JAMES M. LE BLANC SECRETARY



May 3, 2021

MEMORANDUM

TO:

Charles Sawyer, President

Union Parish Police Jury

FROM:

James M. Le Blanc

Secretary 1

RE:

Union Parish Detention Center

Please see the attached monitoring report regarding the Basic Jail Guidelines (BJG) annual inspection that was conducted on April 21, 2021.

Thank you for your support of the BJG process.

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association Dusty Gates, Sheriff of Union Parish Ray Hanson, Warden, Union Parish Detention Center Seth Smith, Chief of Operations Jerry Goodwin, Warden Tyrone Mays, BJG Team Leader

Department of Public Safety & Corrections' State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



JAMES M. LE BLANC SECRETARY

May 3, 2021

MEMORANDUM

TO:

James M. Le Blanc

Secretary

FROM:

Markisha L. Stewart M. Stewart

Basic Jail Guidelines Administrator

RE:

Union Parish Detention Center

The annual inspection for the above referenced facility was conducted on April 21, 2021. At this time, full compliance, with BJG IV-E-001 *Alleged and Substantiated Sexual* Assaults, is recommended along with annual monitoring.

Thank you.

Attachment



03/24/2021

BJG MONITORING REPORT

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

FACILITY NAME:

Union Parish Detention Center

BJG MONITORS:

Asst. Warden Tyrone Mays, BJG Team Leader; Lt. Col.

Roderick Malcolm, BJG Team Member

TYPE OF INSPECTION:

Annual

FACILITY STAFF:

Warden Donnie Adams; Captain Tiara Banks

BJG INSPECTION DATE:

April 21, 2021

PREVIOUS BJG INSPECTION DATE: **OPERATIONAL CAPACITY:**

388

COUNT ON DAY OF VISIT:

351

CONCERNS OR ISSUES FROM THE PREVIOUS BJG MONITORING INSPECTION:

*Due to COVID-19 FM, DHH and Food Retail inspection has not been conducted. Inspectors has been contacted.

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	242	0	242
Number of Local Offenders	86	22	108
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	1	0	1
TOTAL	329	22	351

31

of DOC Offenders that are:

31
143
57
242 (plus 1 housed at Madison)
tricted housing:
7
6
0
11

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

Month/Year	Off/Off	Off/Off w/sig inj	Offender/Staff	Off/Staff w/sig inj
July 2020	1	0	0	0
August 2020	5	0	0	0
September 2020	0	0	0	0
October 2020	3	1	0	0
November 2020	1	1	0	0
December 2020	1	0	0	0
January 2021	1	0	0	0
February 2021	0	0	0	0
March 2021	0	0	0	0

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

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
July 2020	Мојо	0	0	Yes	Tobacco
August 2020	Mojo	0	0	Yes	Tobacco, phone chargers
September 2020	Мојо	0	0	Yes	Tobacco, phone chargers
October 2020	Мојо	0	0	Yes	Tobacco, phone chargers
November 2020	Мојо	0	Yes	Yes	Tobacco, phone chargers
December 2020	Mojo	0	0	0	Tobacco
January 2021	Мојо	0	0	0	Tobacco, phone chargers
February 2021	Мојо	0	0	0	Tobacco, phone chargers
March 2021	Мојо	0	0	0	Tobacco, phone chargers

GENERAL APPEARANCE/CLEANLINESS/COMMENTS OF THE FACILITY:

Living Area:

The living areas were found to be clean and orderly.

Dorms:

The dorms were found to be clean and clutter free. Personal property was stored in each offender's assigned storage locker. Bulletin boards in each dorm displayed information regarding visitation procedures, the weekly menu, facility policies and the DPS&C Rulebook. PREA posters were posted.

Cell Block:

The cells were clean and property was stored properly. During the visit the team spoke with offenders housed in the cellblock and they voiced no negative comments regarding the facility, or their place of confinement.

Culinary/Dining:

Offenders receive a medical pre-assessment prior to their assignment in the kitchen. The last Retail Food Inspection was on September 3, 2019. Culinary tools were appropriately inventoried with check-out systems in place. Offenders voiced no negative comments regarding the quantity/quality of their meals. (Inspector has been contacted for inspection. Due to COVID-19 the inspection has not been completed. Daily inspection by the facility continues to be a priority.)

Bathrooms:

All bathrooms were inspected and found to be clean and operational.

Yard Areas:

A large recreation area is maintained for use by the offenders. This area was found to be clean and free of debris.

Maintenance:

Tools inventories were reviewed and found to be accurate with a check-out system in place. The shadow boards were reviewed to ensure absent tools were being properly logged out. Tools are being maintained in a safe and controlled manner.

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

I-A-001 Safety/Sanitation/Inspections – Non Compliant

Logbook documentation reflects that periodic inspections are conducted. Last inspection by the FM was on 1/14/20. Last DHH Incarceration Inspection was on 3/9/20. Last DHH Retail Food Inspection was on 3/12/19. See attached reports. Due to COVID-19, Health Inspection has not been completed.

I-C-001 Emergency Plan - Compliant

The facility has an emergency plan submitted for approval. Documentation reflects that all staff has been trained on emergency procedures. (Fire drill training was conducted on 4/21/21. Staff meeting on 3/26/21. Training document on file for 2/28/20.)

II-A-007 Counts - Compliant

- How many formal counts are conducted each shift?
 Day shift 5 Night shift 5
- How many counts are conducted each day? 10

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 theses counts.

- How does the facility accomplish this?
 Staff conducts visual counts according to policy. (Documentation in file reviewed for 4/12/21.)
- Does this process insure accountability and safe/secure operation of the facility?
 Yes.

II-A-008 Offender Population Management System – Compliant

A written policy and procedure is in place for offender case management. Offender files are transferred with the offender to local or DPS&C facility.

II-A-010 Admissions – Compliant

Appropriate completed forms are in place to support compliance with this guideline.

Offender personal property is inventoried and stored along with a signed offender receipt.

II-A-012 Classification System

Does this facility have any trustees that work outside the secure perimeter? (Yes or No) If yes,

What is their classification process to determine who is eligible for trustee status?
 The screening process utilized by the facility includes all related procedures used by DOC classification staff when screening offenders for trusty status. A review of files was conducted on all offenders that work outside the secure perimeter. The revealed that DOC procedures for trusty status are being met.

Does their classification process meet DPS&C, Corrections Services' criteria?
 Their classification process meets DPS&C criteria for trusty status review and approval.

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

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
July 2020	40	378	11	2
August 2020	40	388	10	0
September 2020	45	373	12	4
October 2020	45	365	12	8
November 2020	35	355	10	1
December 2020	35	348	10	5
January 2021	55	342	16	7 /
February 2021	25	372	7	4
March 2021	30	352	9	2

II-A-019 Offender Transfers - Compliant

Policy and procedures are in place and facility logs are maintained to reflects offenders transfers.

II-A-020 Frequency of Cell Checks - Compliant

Policy and procedure are in place. Log books reflect practice of this policy being followed.

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

Facility houses pre-trial offenders. Policy and procedure are in place and documentation reflects the use of restraints on female offenders.

II-C-001 Procedures for Searches – Compliant

Policy and procedure are in place. Documentation on shakedowns of dorms and lock-down unit on file.

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

A review of keys, tools, and utensils were found to have an accurate accountability in place with inventories and check-out systems.

III-A-001 Rules and Discipline - Compliant

- Does the facility's offender orientation include the application process for applying for restoration of good time? Yes.
- What is their restoration of good time application process for the offender population? Upon request from Offender Counselor.
- Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes, Documentation file to reflect their practice.

IV-C-001 Access to Care/Clinical Services (Does the facility charge a co-payment? If so, approved by DPS&C?) Compliant – The facility assesses a co-pay for sick call approved by DPS&C. (\$7 for sick call; \$7 doctor, \$7 for dental and \$3 Rx) Offenders are advised of how to obtain medical services.

IV-C-006-1 Pregnancy Management - Compliant

Facility houses pre-trial female offenders. Policy and procedure are in place.

IV-C-008 Annual TB Testing - Compliant

Annual TB Testing for offenders is conducted at no cost to the offender. TB testing is reviewed by medical staff upon initial screening for compliance.

IV-C-012 Access to Sick Call - Compliant

Offenders have access to sick call five times per week. A sick call slip is filled out by the offender and forwarded to medical staff for sick call.

IV-C-013 Infirmary Care – Compliant

Offenders are transported to Union General Hospital when appropriate. Appropriate documentation is on file to facilitate transport. Offenders requiring infirmary housing are transferred to a DPS&C facility.

IV-C-013-1 Medical Releases (Medical Parole, Medical Treatment Furlough, Compassionate Release)

Compliant – Policy and procedures are in place. No medical releases on file for 2020-21.

IV-C-014 Suicide Prevention and Intervention – Compliant

A written suicide prevention/intervention policy is on file which was approved by Dr. Smith. Training date for this year was March 2020.

IV-C-016 Notification – Compliant

Policy and procedure are in place. Documentation on file to reflect practice.

IV-D-004 Confidentiality of Health Information – Compliant

Medical files are maintained separately from their confinement files. A completed refusal to accept medical care and consent to release information form are on file.

IV-E-001 Alleged and Substantiated Sexual Assaults – Non Compliant

- Is this facility required to be PREA compliant due to contract language? Yes
- Is this facility PREA compliant? N/A
 If yes, date compliance received: N/A
- 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? Facility had schedule audit but do to COVID pandemic the facility is currently waiting for audit.

V-A-003 Programs and Services - Compliant

• List all Certified Treatment Programs (Attached Form B-04-003-B)

FDIC Money Management GED/Hi-SET

Louisiana Risk Management – Phase I & II Understanding and Reducing Angry Feelings

List all other Offender Programs

Religious Programming (Temporarily discontinued due to COVID-19 pandemic.)

V-A-003-1 Educational Programming – Compliant

GED Program

Number of GED Slots	2	
Number of Participants	22	
YTD Number of Completions	0	

V-B-001 Releasing Offenders – Compliant

The personal property of offenders is returned with a form of ID, available community resources and a five-day supply of current medication.

V-B-010 Proposed Expansions – Compliant

There are no proposed expansions at this time.

V-C-001 Substance Abuse Programs – Compliant

This facility does not have a substance abuse program.

V-C-002 Reentry Programs (Are offenders releasing with two valid forms of identification?)

Compliant – Offenders are releasing with two forms of identification upon release.

V-C-004 Parole Board Procedures - Compliant

Policy and procedure are in place. Documentation of Warden Designee on file attending the procedures.

VI-B-002 Grievance Process - Compliant

- Does grievance process include two levels or review? Yes
- Who are the designees at each level? Captain/Warden
- What is the specified time period for response at each level?
 1st in 40 days; 2nd in 20 days.

VII-A-002 Weapons Training – Compliant

Facility doesn't utilize weapons but are trained annually on chemical agent usage. Documentation for training on file.

VII-B-008 Monthly Reporting – Compliant

Monthly BJG reports are submitted in a timely manner. Staff promptly answers all requests to any additional information that may be needed.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Staff morale was observed to be very good. The team spoke with correctional and administrative staff throughout the facility. During the course of the inspection, all staff members were professional and eager to assist with the audit as needed.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

Offender morale and quality of life is deemed as good. The team spoke with several offenders and no negative comments regarding the facility or staff were noted. Offender were aware of how to submit a grievance and sick call. The facility offers Transitional Work Program for offenders.

RECOMMENDATION:

Warden Adams and his staff continually to maintain compliance with the Basic Jail Guidelines. Based on the walk-through of the facility and a review of policy and procedures, it is recommended that Union Parish Detention Center remain on an annual monitoring scheduled.



John Sel Edwards GOVERNOR

Office of State Fire Marshall

8181 Independence Blvd, Baton Rouge, LA 70806 (225) 925-4911 (800) 255-5452 Fgz (225) 925-4241

Inspection Report Report # CB-19-031803-1

No Deficient/Cautionary Codes cited.



H. "Butch" Browning FIRE MARSHAL

		Lecation	ı inform	netion			
trapaction Type	Complian	ce Building inspection		į ir	aspestion D	ate	1/14/2020 9:21.41 AM
₹ rusture ID	24555	No. of Bulldings	2	į=	acility Code		J258
Cepatity	388	Year Built	1989	C	onstruction	Туре	Type IIB / (000)
Suliding/Trade Na	ime		Addres	SS			
UNION PARISH D	ETENTION (DENTER	707 RC	DDEO C	RCLE, FAR	MERVILL	E, LA 71241
		C server	inform	alion			
Owner Type		iseme	n, ha land heliciphe less	Conta	st Phone	Conta	ct Email
Municipal Project		UNION PARISH POLICE J	JRY	(318)	368-1636	WARD	EN@UNIONPARISHDC.ORG
Address	titlen ile die des see Service Service (service des services), une	and the second data that the court to a second to the country of t	AM THE RESERVE OF	and the same			Enter Principal Principal Conference and accordance on accordance of the control
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NO APPARENT D	EFICIENCIE	S AT TIME OF INSPECTION					
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		Person to whom rec	uireme	nts we	re explaine	ed	
Name: Donnie Ad	dams	Title: Daputy Warden	· · · · · · · · · · · · · · · · · · ·	Signa	lure:	3-1.2-1.	

For questions regarding the contents of this report, please call:

R S 40: 1621

Whoever falls 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.

Union Parish Detention Center P.O.Box 749 707 Rodeo Circle Farmerville, LA 71241 Warden Donnie Adams

318-368-9827(Office)

318-368-7656(Fax)

April 9,2021

TO WHOM IT MAY CONCERN:

DUE TO THE PANDEMIC THERE HAS NOT BEEN A FIRE INSPECTION FOR 2021.

Warden Donnie Adams



STATE OF LOUISIANA DEPARTMENT OF HEALTH OFFICE OF PUBLIC HEALTH

Detention or Incarceration Notice of Violations

Routine/Renewal

Permit Number 56-01-224	Permit Name Union Parish Detention	1 Center-224		
Name of Establishment Union Parish Detention Cente	r-224	Owner Name		
Address 707 Rodeo CIR Farmerville, I	_A 71241	Date 03/09/2020	Time 11:40 AM	

LAC TITLE 51 PART XVIII

actions or permit suspens		CORRECTED IMMEDIATELY (see compliance schedule below). Repeat violations may lead to enforcement
Category	Code Reference	Description of Violations
Toilet Facilities	101	18 - *The toilets are in disrepair. L DORM URINAL M DORM URINAL

Category	Code Reference	Description of Violations
Building Requirement	101	5 - The floors are not smooth and easily cleanable. FLOORS IN HALLWAY BY G/F DORMS - TILES ARE COMING OFF
Hundwashing Lavatories	101	16 - The hand lavatory is in disrepair. WATER LEAK IN DI, K DORM FIRST HANDSINK L DORM FIRST AND FOURTH HANDSINKS M DORM HANDSINK F DORM HANDSINK - KNOB IS MISSING [Repeat]
Approved Plumbing	101	41 - Drinking fountain is in disrepair. K DORM, L DORM,

Cor	nn	en	ts	

CURTAINS FOR SHOWERS ARE NEEDED THROUGHOUT

WARDEN@UNIONPARISHDC.ORG

A	
Sanitarian Signature	R.S. # 1547
ere explained to me in detail. I hereby agree to	
Correct Non-Critical Violations by	Y
Signature of Recipient	
/^	
< h	-
	tre explained to me in detail. I hereby agree to Correct Non-Critical Violations by

https://la.mydhd.com/webadmin/dhd_626/paper/_paper_inspection_form.cfm?inspectionI... 3/20/2020

UNION PARISH DETENTION CENTER P.O. BOX 749 707 RODEO CIRCLE FARMERVILLE, LA 71241 PHONE 318-368-9827 FAX 318-368-7656

Corrections Sheet for Food Violations
In reference to the Louisiana Department of Health Detention or Incarceration violations.

Critical Violations:		
18-The toilets ae in disrepair.		
Corrective Action Taken:		

The urinals were repaired.

Non-Critical Violations

5- The floors are not smooth and easily cleanable.

Corrective Action Taken:

Tiles were replaced by G/F DORMS and the floors are cleaned on daily basis.

16- The hand lavatory is in disrepair.

Corrective Action Taken:

Water leaks were repaired and knob missing was replaced.

41- Drinking fountain is in disrepair.

Corrective Action Taken:

Drinking fountains were repaired and are operatable.

Union Parish Detention Center

P.O. Box 749 707 Rodeo Circle 71241 Phone 318-386-9827

January 8,2021

To Whom It May Concern:

Due to Covid-19, there has not been a Health Inspection for 2020.

Tiara Banks, Captain



STATE OF LOUISIANA DEPARTMENT OF HEALTH OFFICE OF PUBLIC HEALTH

Retail Food Notice of Violations

Routine/Renewal

Permit Number 56-0001099-1	Permit Name UNION PARISH DET	UNION PARISH DETENTION CENTER Owner Name		
Name of Establishment UNION PARISH DETENT	TION CENTER			
Address 707 RODEO CIR FARME	RVILLE, LA 71241	Date 09/03/2019	Time 09:55 AM	

LAC TITLE 51 PART XXIII

NON-CRITICAL ITEMS: These items should be corrected by this office.	by the next reg	gular inspection or according to the compliance schedule (see below) established
Category	Code Reference	Description of Violations
UTENSILS/EQUIPMENT/SINGLE SERVICE	2503	76 - 2503.1 - Non-food contact surfaces are not cleaned at a frequency necessary to preclude accumulation of soil residues. SHELVING IN WALK IN COOLER AND FREEZER
TOILETS/HAND WASH FACILITIES	3109	94 - 3109.8 - The hand wash lavatory is used for purpose other than hand washing EQUIPMENT STORED IN HAND SINK BY 3 COMPARTMENT SINK
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3701	105 - 3701.6 - Floor is not maintained in good repair LOOSE TILES BY 3 COMPARTMENT SINK

Comments:

WARDEN@UNIONPARISHDC.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 reinspection). 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 Lindsay Langston	Phone # 318-368-3156	Sanitarian Signature	R.S.# 1547	
The above mentioned violations	were called to my attention and were ex	plained to me in detail. I hereby agree to		
Correct Critical Violations by		Correct Non-Critical Violations by	/	
Name/Title RAY HANSON - WARDEN		Signature of Recipient		

Union Parish Detention Center

P.O. Box 749 707 Rodeo Circle 71241 Phone 318-386-9827

Corrections Sheet for Food Violations

In reference to the Louisiana Department of Health retail food violations.

Non-Critical violations:
76- Shelves in cooler and freezer not cleaned frequent
Corrective Action Taken:
Shelving in cooler and freezer cleaned on daily basis.
94- Hand wash lavatory used for other purpose.
Corrective Action Taken:
Hand wash lavatory only used for hand washing purpose.
105- Floors Not Maintained in good repair.
Corrective Action Taken:
The tiles in this area have been replaced.
Terry Magaha-Maintenance

Union Parish Detention Center P.O.Box 749 707 Rodeo Circle Farmerville, LA 71241 Warden Donnie Adams

318-368-9827(Office)

318-368-7656(Fax)

April 9,2021

To Whom It May Concern:

Due to Covid-19, there has not been a Health Inspection for 2021.

Warden Donnie Adams

Facility: Union Parish Detention Center
Date: 04/21/2021
Name of Program: FDIC Money Management
Date of Program Implementation: 2015
Primary Area of Service Provided:
 □ Education □ Job Skill Training □ Values Development and Faith Based Initiatives □ Treatment Programs □ Miscellaneous
Program has been certified by DPS&C? Yes No
Program application process is consistent with DPS&C existing assessment and classification system? $oxed{oxtime}$ Yes $oxed{oxtime}$ No
Has program curriculum changed during preceding 12 months? Yes No
Is there an objective method used to assess completion? Yes No
Detailed records are maintained on the following:
All offenders who apply. Number of offenders accepted. Number and type of services provided. Offender's completion/termination from program. Yes No Yes No
Is there a formal graduation ceremony for those who complete the program? 🛛 Yes 🔲 No
The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.
Montoring Team Member of B.G. Team Member/Leader Date

Form IS-B-8-b 05 November 2010

Facility: Union Parish Detention Center
Date: 04/21/2021
Name of Program: Hi-Set
Date of Program Implementation: 2014
Primary Area of Service Provided:
Education Job Skill Training Values Development and Faith Based Initiatives Treatment Programs Miscellaneous
Program has been certified by DPS&C? 🛛 Yes 🗌 No
Program application process is consistent with DPS&C existing assessment and classification system? $oxed{oxtime}$ Yes $oxed{oxtime}$ No
Has program curriculum changed during preceding 12 months? 🛛 Yes 🔲 No
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Manifering Team Mamber of BIG Team Mamber 11 ander Date
Monitoring Team Member or BJG Team Member/Leader Date

Facility: Union Parish Detention Center
Date: 04/21/2021
Name of Program: Louisiana Risk Management I & II
Date of Program Implementation: 2015
Primary Area of Service Provided:
 ☐ Education ☐ Job Skill Training ☐ Values Development and Faith Based Initiatives ☐ Treatment Programs ☐ Miscellaneous
Program has been certified by DPS&C? Yes No
Program application process is consistent with DPS&C existing assessment and classification system? $oxed{\boxtimes}$ Yes $oxed{\square}$ No
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The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.
Monitoring Team Member or BJG Team Member/Leader Date

Facility: Union Parish Detention Center
Date: 04/21/2021
Name of Program: Understanding and Reducing Angry Feelings
Date of Program Implementation: 2015
Primary Area of Service Provided:
 □ Education □ Job Skill Training □ Values Development and Faith Based Initiatives □ Treatment Programs □ Miscellaneous
Program has been certified by DPS&C? 🛛 Yes 🔲 No
Program application process is consistent with DPS&C existing assessment and classification system? $oxed{oxtime}$ Yes $oxed{oxtime}$ No
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Monitoring Team Member or BJG Team Member/Leader Date
Monitoring Team Member of Doo Team Member/Leade) Date