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Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

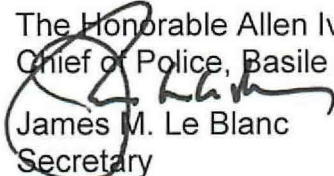


JAMES M. LE BLANC
SECRETARY

June 3, 2021

MEMORANDUM

TO: The Honorable Allen Ivory, Jr.
Chief of Police, Basile Police Department

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 Basile City 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.

JML/mls

Attachment

c: Michael Ranatza, Executive Director, Louisiana Association of Chiefs of Police
Seth Smith, Chief of Operations
Marcus Myers, Warden
Jennifer Morgan, BJB Team Leader



03/24/2021

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

FACILITY NAME: BASILE CITY JAIL
BJG MONITORS: JENNIFER MORGAN, BJV TEAM LEADER
TYPE OF INSPECTION: RECERTIFICATION (waiver)
FACILITY STAFF: CHIEF ALLEN IVORY
BJG INSPECTION DATE: MAY 10, 2021
PREVIOUS BJV INSPECTION DATE: OCTOBER 14, 2019
OPERATIONAL CAPACITY: 6
COUNT ON DAY OF VISIT: 0

Facility does not currently house any DOC offenders. However, they would like to remain in compliance with the BJV should they receive any.

CONCERNS OR ISSUES FROM THE PREVIOUS BJV MONITORING INSPECTION:

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	0	0	0
Number of Local Offenders	0	0	0
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	0	0	0

of DOC Offenders that are:

Single Bunked 0 _____
Double Bunked 0 _____
Triple Bunked 0 _____
Total 0 _____

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	0	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 2020	0	0	0	0
FEBRUARY 2020	0	0	0	0
MARCH 2020	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	0
AUGUST 2020	0	0	0	0	0
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	0
JANUARY 2020	0	0	0	0	0
FEBRUARY 2020	0	0	0	0	0
MARCH 2020	0	0	0	0	0

GENERAL APPEARANCE/CLEANLINESS/COMMENTS OF THE FACILITY:

Living Area:

The area was neat and clean at the time of inspection.

Dorms: N/A

Cell Block:

Facility has two three man cells where the offenders are housed. There are currently no offenders housed at the facility. However, the living area was neat and clean at the time of inspection.

Culinary/Dining:

All meals are provided from community restaurants.

Bathrooms:

Bathrooms are part of the cells.

Yard Areas:

Recreational yard is connected to the housing unit. Yard was well maintained and enclosed by a fence with razor wire. There are currently no offenders housed at this facility. However, offenders are allowed recreation whenever they wish weather permitting.

Maintenance:

Maintenance is performed by city maintenance. The facility will use offenders for general janitorial work.

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

- I-A-001 Safety/Sanitation/Inspections - Compliant**
FM report dated 10/01/2019 - no deficiencies. DHH report dated 2/12/2019 - no deficiencies. FM and DHH did not make visits in 2020 due to Covid. Chief will contact FM and DHH to schedule inspection.
- I-C-001 Emergency Plan - Compliant**
The emergency plan has been submitted.
- II-A-007 Counts - Compliant**
- *How many formal counts are conducted each shift?*
Facility performs one count during the day and one at night. There are no actual shifts.
 - *How many counts are conducted each day? Two counts are performed daily*
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? Facility does not stick out offenders.*
 - *Does this process insure accountability and safe/secure operation of the facility?*
Yes
- II-A-008 Offender Population Management System - Compliant**
There are currently no offenders housed at the facility. When offenders are housed at the facility they are utilized for janitorial work. When offenders are housed at the facility, the facility maintains files on all DOC offenders.
- II-A-010 Admissions - Compliant**
The facility does not currently house any offenders. However, the facility normally receives offenders from another parish facility. The sending facility screens the offender for placement and the Chief screens the offender upon arrival. Their policy adheres to guidelines in regards to custody.
- II-A-012 Classification System – Compliant**
Does this facility have any trustees that work outside the secure perimeter?
Yes, when they have offenders. None at this time.
If yes,
- *What is their classification process to determine who is eligible for trustee status?*
The facility utilizes an abbreviated plan in regards to screening. Another parish facility screens the offender prior to him being shipped to the Basile City Jail. The Chief then reviews the offender to insure he is eligible for minimum status. Offenders only work outside the secure perimeter when mowing the grass around the facility.
 - *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	0	0	0	0
MAY 2020	0	0	0	0
JUNE 2020	0	0	0	0
JULY 2020	0	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 2020	0	0	0	0
FEBRUARY 2020	0	0	0	0
MARCH 2020	0	0	0	0

II-A-019 Offender Transfers - Compliant

The facility rarely transfers offenders. However, when offenders are transferred OAS is notified and will advise the facility where to transfer the offender to.

II-A-020 Frequency of Cell Checks – Compliant

Cell checks are conducted every 30 minutes.

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

The facility does not house female offenders. If a female, is brought into the facility she is immediately transferred to the parish jail. The facility has a policy in place regarding restraints for pregnant offenders.

II-C-001 Procedures for Searches - Compliant

Random searches are performed by staff at the facility. All searches are documented.

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

Tools at the facility are housed outside the secure perimeter. Tools consist of lawn care tools. An inventory is maintained of all tools.

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? Offenders can apply for restoration of good time through the sheriff's office*
- *Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes*

IV-C-001 Access to Care/Clinical Services - Compliant

The facility does not charge a co-pay. Offenders are taken to a local doctor or local hospital for emergency care.

IV-C-006-1 Pregnancy Management – Compliant

The facility does not house female offenders. If a female, is brought into the facility she is immediately transferred to the parish jail.

- IV-C-008 Annual TB Testing - Compliant**
All offenders are tested prior to being transferred to the jail by the sending facility. The facility currently houses no offenders.
- IV-C-012 Access to Sick Call - Compliant**
Offenders can request sick call at any time. The facility is contracted with a local doctor and utilizes a local hospital for emergency care.
- IV-C-013 Infirmary Care - Compliant**
There is no infirmary at the facility. Offenders are either seen by local doctor or local hospital.
- IV-C-013-1 Medical Releases - Compliant** *(Medical Parole, Medical Treatment Furlough, Compassionate Release)*
Facility does not normally conduct medical releases. If an offender qualifies for a medical release, he will be transferred to a DPS&C facility. However, the facility has a policy in place concerning medical releases.
- IV-C-014 Suicide Prevention and Intervention - Compliant**
Facility has a policy in place which is signed by a Mental Health Professional.
- IV-C-016 Notification - Compliant**
The facility shall attempt to notify the offender's immediate family within 8 hours of the medical decision to transport to ICU or trauma center unless the Warden or designee provides a written notice within 6 hours of the offender's admission.
- IV-D-004 Confidentiality of Health Information - Compliant**
Medical files are kept at the local doctor's office in a locked filing cabinet.
- IV-E-001 Alleged and Substantiated Sexual Assaults - Compliant**
 - *Is this facility required to be PREA compliant due to contract language? No*
 - *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? N/A*
- V-A-003 Programs and Services - Compliant**
 - **List all Certified Treatment Programs** *(Attach Form B-04-003-B)*
None
 - **List all other Offender Programs**
Religious Services

V-A-003-1 Educational Programming - Compliant

GED Program

Number of GED Slots	0
Number of Participants	0

YTD Number of Completions

0

V-B-001 Releasing Offenders - Compliant

The facility rarely releases offenders. The facility does have a procedure in place in regards to releasing offenders.

V-B-010 Proposed Expansions - Compliant

No proposed expansions at this time.

V-C-001 Substance Abuse Programs - Compliant

There is no program offered at the facility. If an offender requests the programming staff transfers offender to a facility that offers it.

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

Offenders that have released in the past have released with two forms of identification.

V-C-004 Parole Board Procedures - Compliant

Offenders are rarely seen before the Parole Board while housed at this facility. However, if they are seen before the Parole Board the Warden or his designee shall be present at the Parole Board hearing to provide information regarding progress and disciplinary infractions. The facility has a policy regarding Parole Board Procedures.

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?*
1st level – Asst. Chief
2nd level - Chief
- *What is the specified time period for response at each level?*
2 weeks per level

VII-A-002 Weapons Training - Compliant

All officers are provided in house weapons training

VII-B-008 Monthly Reporting - Compliant

Monthly reports are submitted in a timely manner.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Staff voiced no concerns and were knowledgeable in their job duties.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

There are currently no offenders being housed at this facility.

RECOMMENDATION:

At this time, I recommend recertification with a waiver and continued annual monitoring.



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-19-009152-1

No Deficient/Cautionary Codes cited.

Location Information					
Inspection Type	Compliance Building Inspection		Inspection Date	10/1/2019 8:05:55 PM	
Structure ID	5979	No. of Buildings	1	Facility Code	J75
Capacity	6	Year Built	1977	Construction Type	Type IB / Type II (222)
Building/Trade Name			Address		
BASILE CITY JAIL			1316 SOUTH RYAN, BASILE, LA 70515		
Owner Information					
Owner Type	Name	Contact Phone	Contact Email		
Municipal Project	CHIEF ALLEN IVORY	(337) 432-6622	BASILEPD@YAHOO.COM		
Address					
PO BOX 308, BASILE, LA 70515					
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 AT TIME OF INSPECTION. IN COMPLIANCE. CAPACITY: 6. HEADCOUNT: 0.					
Inspector Information					
Name: Thomas Bourque	Badge Number: 617	Inspector Signature:			
Person to whom requirements were explained					
Name: Allen Ivory	Title: Chief of Police	Signature:			

For questions regarding the contents of this report, please call: (800) 554 0006

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 20-01-224	Permit Name Bastie City Jail-224		
Name of Establishment Bastie City Jail-224		Owner Name	
Address 1316 S Ryan ST Basile, LA 70515		Date 02/12/2019	Time 09:35 AM

LAC TITLE 51 PART XVIII

Comments:
fax 3374326242

Number Licensed For	Number in Attendance	License Anniversary
6	2	06/30/2018
Sanitarian Name/Print Jake Guillory	Phone # 337-363-1584	Sanitarian Signature
		R.S. # 1231

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

Title
Wilbert McClinton Asst. Chief

Signature of Recipient