

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

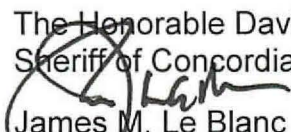


JAMES M. LE BLANC
SECRETARY

June 3, 2021

MEMORANDUM

TO: The Honorable David Hedrick
Sheriff of Concordia 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 Concordia 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.

JML/mls

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Stephen Lispcomb, Warden, Concordia 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

June 1, 2021

MEMORANDUM

TO: James M. Le Blanc
Secretary

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

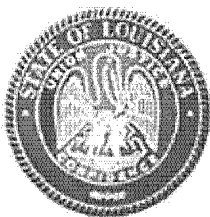
RE: Concordia Parish Jail

The recertification with waiver inspection for the above referenced facility was conducted on May 20, 2021. At this time, recertification with annual monitoring is recommended.

Thank you.

MLS

Attachment



03/24/2021

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

FACILITY NAME: Concordia Parish Jail
BJG MONITORS: Major Chad Firmin Team Leader
TYPE OF INSPECTION: Recertification with waiver
FACILITY STAFF: Warden Stephen Lispcomb
Harvey Bryant, Deputy
BJG INSPECTION DATE: May 20, 2021
PREVIOUS BJD INSPECTION DATE: October 3, 2019
OPERATIONAL CAPACITY: 48
COUNT ON DAY OF VISIT: 22

CONCERNS OR ISSUES FROM THE PREVIOUS BJD MONITORING INSPECTION:
None

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	3	0	3
Number of Local Offenders	19	0	19
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	22	0	22

of DOC Offenders that are:

Single Bunked 3
Double Bunked 0
Triple Bunked 0
Total 3

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 BJG monitoring visit.)

Month/Year	Off/Off	Off/Off w/sig inj	Offender/Staff	Off/Staff w/sig inj
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 2021	0	0	0	0
February 2021	0	0	0	0
March 2021	0	0	0	0
April 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
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 2021	0	0	0	0	0
February 2021	0	0	0	0	0
March 2021	0	0	0	0	0
April 2021	0	0	0	0	0

GENERAL APPEARANCE/CLEANLINESS/COMMENTS OF THE FACILITY:

Living Area:

The living areas are neat and clean. Cleaning supplies are available to clean up in living areas.

Dorms:

Dorm areas are clean and organized. Offenders have mattresses on their beds and personal property stored in appropriate areas. All offender beds are made up and neat.

Cell Block:

The lockdown cell area is clean and used for pre-trial offenders and arrestees. No DOC offenders housed in lockdown cells.

Culinary/Dining:

The facility does not have a kitchen or dining hall. Meals are prepared at Concordia Parish Correctional Facility and delivered to the parish jail in Styrofoam trays to be passed out to offenders.

Bathrooms:

Bathrooms are clean and free from odor. Adequate hot water available for offender use. All offenders have access to bathroom and showers without having security assistance.

Yard Areas:

The yard area is a concrete area fenced in behind the jail where offenders go out for recreation purposes.

Maintenance:

Maintenance is done by the Police Jury and not located on the jail grounds. There is a maintenance area behind the jail with minimum tools. The tools in the shop are locked in a room and on inventory and signed in and out when needed.

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 9/17/2019, DHH Inspection for the Jail was done 4/03/2019. No inspections done in 2020 due to COVID. The facility is waiting on the inspections for 2021.
- I-C-001 Emergency Plan-Compliant**
Facility has emergency plans in place and will be 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? Two counts formal per shift*
 - *How many counts are conducted each day? Twelve. One count every hour*
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 conducts counts in living areas when making rounds.*
 - *Does this process insure accountability and safe/secure operation of the facility?*
Yes
- II-A-008 Offender Population Management System-Compliant**
A list of offenders housed at the facility is kept along with the location of offenders. Information along with fingerprints are done on offenders at the Correctional facility prior to being housed at the jail.
- II-A-010 Admissions-Compliant**
Offender property searched and signed for during admission process. Photos and fingerprinting done upon admission process. Admission process is done at the correctional facility.
- 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?*

Offenders are made trustee at the correctional facility prior to being sent the jail. The correctional facility follows policy, department regulations when classifying offenders as trustees.

- 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
May 2020	4	4	100	0
June 2020	4	4	100	0
July 2020	4	4	100	0
August 2020	4	4	100	0
September 2020	4	4	100	0
October 2020	2	4	50	0
November 2020	3	4	75	0
December 2020	4	4	100	0
January 2021	4	4	100	0
February 2021	7	8	88	0
March 2021	5	5	100	0
April 2021	5	5	100	0

II-A-019 Offender Transfers-Compliant

DOC offenders are sent to the correctional facility and transferred from there. Offenders do not transfer from the jail to other facilities. They are sent back to the correctional facility and transferred from there.

II-A-020 Frequency of Cell Checks-Compliant

Officers make rounds at least once every hour. A camera monitor of the cell area is watched by an officer to observe offender activity.

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 on offenders and their property and documented.

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

The facility does not have a kitchen so there are no utensils. Keys are tagged and in a locked area. There are a few tools in a maintenance shop and are on inventory and 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? **Yes**
- What is their restoration of good time application process for the offender population? The jail follows the same process as the correctional facility. An offender will get with the offender lawyer and request the paperwork to restore good time. Once the paperwork is typed up it will be sent to records department where it will be reviewed and verify the correct amount of time and get with the

warden to sign the paper. Once signed records will send the paperwork back to the offender and the offender for it to be mailed to DOC.

- *Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes*

- IV-C-001 Access to Care/Clinical Services** *(Does the facility charge a co-payment? If so, approved by DPS&C?)*
Compliant- Facility does charge co-pays to DOC offenders that is approved by DPS&C
- 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 at the correctional facility.
- IV-C-012 Access to Sick Call-Compliant**
Offenders can access sick call 5 days a week through the correctional facility.
- IV-C-013 Infirmary Care-Compliant**
The jail does not have an infirmary. If needed offenders are transported to the correctional facility and seen by a nurse 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.
- 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. Any notifications will be done by the correctional facility.
- IV-D-004 Confidentiality of Health Information-Compliant**
All medical records are kept confidential and secured in the medical department at the correctional facility.
- 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 –If a DOC offender wants to participate in programs, they are transported to the correctional facility where the programs are offered.
- **List all other Offender Programs**
Church Services

V-A-003-1 Educational Programming-Complaint

There are no programs offered at the jail. If a DOC offender requests to participate in Programs, then the offender can be transported to a correctional facility where the Programs are offered.

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 releasing from the correctional facility and not from the jail.

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 jail. DOC offenders that wish to Participate in such programs can be transported to the correctional facility to participate in such 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 up for parole this year from the jail.

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 a committee
- *What is the specified time period for response at each level?*
3 days

VII-A-002 Weapons Training-Compliant
Employees are trained annually.

VII-B-008 Monthly Reporting-Compliant
Monthly reports are being done in a timely manner.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Spoke to several employees on the day of the audit. Staff morale was good and employees are knowledgeable of job duties. Employees seem to enjoy working at the jail. Spoke to Sheriff Hedrick and he commended the employees for the job they are doing.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

Spoke to offenders at the jail. The DOC offenders were at the maintenance shop at the time. 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-19-005387-1

No Deficient/Cautiounary Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection	Inspection Date	9/17/2019 11:19:43 AM
Structure ID	6754	No. of Buildings	1
Capacity	48	Facility Code	J1
		Year Built	1976
		Construction Type	Type IIIA / (211)
Building/Trade Name		Address	
CONCORDIA PARISH JAIL		4001 CARTER STREET, VIDALIA, LA 71373	

Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	CHIRLEY JOHNSON	(318) 336-5231	MCUPSTID@CONCORDIASHERIFF.ORG
Address			
HIGHWAY 84 WEST, VIDALIA, LA 71373			

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 NOTED AT TIME OF INSEPCION. 29 INMATES PRESENT AT TIME OF INSPECITON.

Inspector Information		
Name: Derek Dean	Badge Number: 679	Inspector Signature: <i>Derek Dean</i>

Person to whom requirements were explained		
Name: Harvey Bryant	Title: Manager	Signature: <i>H. Bryant</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.

1-A-001
54



STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

Detention or Incarceration
Notice of Violations


Routine/Renewal

Permit Number 15-01-224	Permit Name Concordia Parish Jail-224		
Name of Establishment Concordia Parish Jail-224		Owner Name	
Address 4001 Carter ST Vidalia, LA 71373		Date 04/03/2019	Time 01:10 PM

LAC TITLE 51 PART XVIII

NON-CRITICAL ITEMS: These items should be corrected by the next regular inspection or according to the compliance schedule (see below) established by this office.		
Category	Code Reference	Description of Violations
Approved Bathing Facilities	101	24 - There is chipped tile in the shower area. all cell blocks

Comments:

Number Licensed For	Number in Attendance 33	License Anniversary 09/30/2019	
Sanitarian Name/Print Caleb Smith	Phone # 318-757-8632	Sanitarian Signature 	R.S. # 3033

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
DARYLE MORACE

Signature of Recipient



1-A-001
55

STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

Agency License No.	Anniversary Month SEPTEMBER				
Name of Establishment CONCORDIA PARISH JAIL-224	Mailing Address				
Address 4001 CARTER ST					
City, state, Zip Code VIDALIA LA 71373					
Type of Facility JAILS 33					
Parish Concordia	Date Inspected 04/03/2019				
<p>The above establishment has been inspected by a representative of this section, and:</p> <p><input checked="" type="checkbox"/> License is Recommended;</p> <p><input type="checkbox"/> License is Not Recommended;</p> <p><input type="checkbox"/> License is Pending Reinspection;</p>					
<p>from the standpoint of sanitation</p>	<p>CALEB SMITH</p> <table border="1" style="display: inline-table; border-collapse: collapse;"> <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;">3</td> <td style="width: 20px; text-align: center;">3</td> </tr> </table>	3	0	3	3
3	0	3	3		
<p>LHS 48 (R 7/89) D 1014</p>					



Concordia Parish Sheriff's Office

318-336-5231
Fax 318-336-5021

4001 Carter Street, Room 7
Vidalia, LA 71373

Corrective Action Memorandum

Thursday, October 03, 2019

Please be advised that the deficiency listed on D.H.H. Inspection dated 04/03/2019 for the Concordia Parish Prison (loose tiles in showers) was corrected on 09/09/2019. The Inspector has not returned as of this date to update the report.

A handwritten signature in cursive script that reads "Lance Moore".

Lance Moore, Warden

1-A-001
2019