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**Department of Public Safety & Corrections**  
**State of Louisiana**

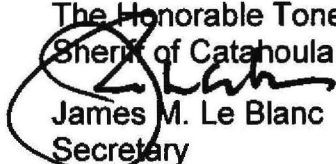
**JOHN BEL EDWARDS**  
GOVERNOR



**JAMES M. LE BLANC**  
SECRETARY

**MEMORANDUM**

**TO:** The Honorable Toney Edwards  
Sheriff of Catahoula Parish

**FROM:**   
James M. Le Blanc  
Secretary

**DATE:** January 7, 2022

**RE:** "Basic Jail Guidelines" Monitoring Report

I am happy to advise that pursuant to the attached monitoring report concerning the Catahoula Parish Jail, I am granting a recertification waiver, in compliance with the "Basic Jail Guidelines" along with annual monitoring.

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  
David Scarbrough, Warden, Catahoula Parish Jail  
Seth Smith, Chief of Operations  
Marcus Myers, Warden  
Chad Firmin, BJJ Team Leader

State of  Louisiana

Office of the Secretary  
Department of Public Safety and Corrections

By the authority vested in me, under Chapter 9, Title 36 of the Louisiana Revised Statutes,  
I, James M. Le Blanc, Secretary, do hereby recognize

**Catahoula Parish Jail**  
in acknowledgement of

**Participation with the Basic Jail Guidelines Process**

Therefore, I have hereunto set my hand and caused to be affixed the seal of the  
Department of Public Safety and Corrections, at the City of Baton Rouge,

this 7<sup>th</sup> day of January  
in the year of our Lord 2022



Attest:

  
Secretary



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

**FACILITY NAME:** Catahoula Parish Jail  
**BJG MONITORS:** Major Chad Firmin Team Leader  
**TYPE OF INSPECTION:** Recertification with waiver  
**FACILITY STAFF:** Warden Jeremy Wiley  
**BJG INSPECTION DATE:** June 24, 2021  
**PREVIOUS BJD INSPECTION DATE:** February 28, 2019  
**OPERATIONAL CAPACITY:** 32  
**COUNT ON DAY OF VISIT:** 23

**CONCERNS OR ISSUES FROM THE PREVIOUS BJD MONITORING INSPECTION:**  
None

	<b># MALE</b>	<b># FEMALE</b>	<b>TOTAL</b>
Number of DOC Offenders	14	0	14
Number of Local Offenders	9	0	9
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
<b>TOTAL</b>	<b>23</b>	<b>0</b>	<b>23</b>

**# of DOC Offenders that are:**

Single Bunked	0
Double Bunked	14
Triple Bunked	0
<b>Total</b>	<b>14</b>

**# of DOC Offenders that are in restricted housing:**

Single Bunked	0
Double Bunked	0
Triple Bunked	0
<b>Total</b>	<b>0</b>

**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
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
May 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
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
May 2021	0	0	0	0	0

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

Housing areas are neat and clean and free of pests and odors.

**Dorms:**

The area used for a dorm where the trustees are assigned is clean. All offenders have a mattress with sheets and blankets on their bed. Beds were made up with offender belongings stored properly.

**Cell Block:**

The cells are used to house pre-trial offenders. The cells are clean. Offenders housed in the cells were very quiet during the walk through. Offenders were seen watching tv.

**Culinary/Dining:**

The jail does not have a dining room or kitchen. The meals are prepared at Catahoula Correctional Center and delivered to the parish jail. The jailer then issues out the food trays to the offenders housed. All three meals are delivered from the correctional facility.

**Bathrooms:**

Bathroom area is clean. Adequate hot water available for offender use. Hot water temperatures are checked daily.

**Yard Areas:**

The yard consist of a concrete slab area surrounded by a fence. The area was clean. The yard area has a few weight benches for offenders to utilize for recreation.

**Maintenance:**

The maintenance department has a caged area locked with tools stored. All tools are on a shadow board and are on inventory and signed in and out. Building maintenance is done through the Police Jury.

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

- I-A-001 Safety/Sanitation/Inspections- Compliant**  
Daily inspections being done of the jail. DHH and FM last inspections were done in 2019. No DHH or FM inspections done in 2020 due to COVID. The Warden is waiting on inspections to be conducted for 2021.
- I-C-001 Emergency Plan-Compliant**  
The jail has an emergency plan in place. Employees are trained in emergency procedures. The emergency plans have been submitted to the Fire Marshal and approved in 2020. The evacuations plans have not been yet submitted for 2021 for approval by the Fire Marshal office.
- II-A-007 Counts- Compliant**
- *How many formal counts are conducted each shift?* Minimum of 2 formal counts
  - *How many counts are conducted each day?* Minimum 4 counts per 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?* Work details are counted by the officer in charge of the detail and called into the jailer for appropriate count times.
  - *Does this process insure accountability and safe/secure operation of the facility?*  
Yes
- II-A-008 Offender Population Management System-Compliant**  
Master prison records, bill of information, finger prints, photos are kept on offenders housed at the jail.
- II-A-010 Admissions-Compliant**  
Offender property and belongings searched and stored upon intake. Offender are provided with health screen information and offender handbook.
- 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?*  
The Warden reviews offender records and criminal history to determine who is eligible for trustee status and able to work outside the jail. The Warden sends recommendation to the Sheriff for approval.

- *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
June 2020	5	7	71	0
July 2020	9	9	100	0
August 2020	3	9	33	0
September 2020	2	8	25	0
October 2020	9	9	100	0
November 2020	7	10	70	0
December 2020	6	9	67	0
January 2021	4	7	57	0
February 2021	5	14	36	0
March 2021	3	15	20	0
April 2021	13	13	100	0
May2021	4	15	27	0

**II-A-019 Offender Transfers- Compliant**  
Transfers are done according to BJJ guidelines. A letter in file stating there has been no transfers from the jail as of the date of the audit for 2021.

**II-A-020 Frequency of Cell Checks-Compliant**  
Officers make rounds every 30 to 45 minutes in the jail. If an offender is on some type of watch then officers make rounds every 15 minutes. If an offender is on watch he is sent to the Catahoula Correctional Center and not kept at the jail.

**II-B-002-1 Use of Restraints for Pregnant Offenders-N/A**  
Jail does not house female offenders.

**II-C-001 Procedures for Searches-Compliant**  
Offenders and their property are being searched by officers. Offenders are searched after going out on work details or work crews.

**II-D-001 Key, Tool and Utensil Control-Compliant**  
Keys are being logged in log books by the jailers working on shift. Tools are being signed in and out properly and on inventory. The jail does not have a kitchen so therefore have no utensils.

**III-A-001 Rules and Discipline- Complaint**  
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? Offenders will fill out the form for the restoration of good time and send to the sheriff or administrator at the facility. Once reviewed and approved then it is sent to Headquarters.*

- *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- The jail does not charge a co-pay. Offenders are taken to Harrisonburg Family clinic or local hospital if needed.
- IV-C-006-1 Pregnancy Management**-N/A jail does not house females.
- IV-C-008 Annual TB Testing**- Compliant  
TB testing is done annually.
- IV-C-012 Access to Sick Call**-Compliant  
Offenders have access to fill out a sick call request form every day. The Warden will review the request and get with medical and see if the offender is needed to be taken to the medical facility.
- IV-C-013 Infirmary Care**-Complaint  
Jail does not have an infirmary. Offenders are taken to Harrisonburg Family Clinic or the local hospital for medical attention.
- IV-C-013-1 Medical Releases** *(Medical Parole, Medical Treatment Furlough, Compassionate Release)* Compliant  
Letter in file stating there have been no medical furloughs or compassionate releases from the jail.
- IV-C-014 Suicide Prevention and Intervention**- Compliant  
Officers receive training on suicide prevention. No reported suicide attempts as this date.
- IV-C-016 Notification**-Compliant  
No offenders have been admitted to an ICU or trauma center for family to be notified.
- IV-D-004 Confidentiality of Health Information**-Compliant  
All health information of offenders is kept confidential.
- 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?*

- V-A-003 Programs and Services- Compliant**  
 If an offender wants to participate in programs then the Warden turns in the name of the offender to the program manager at the Catahoula Correctional Center.
- **List all Certified Treatment Programs** *(Attach Form B-04-003-B)*  
 No programs at this time
  - **List all other Offender Programs**  
 Church services provided on Sundays and Mondays

- V-A-003-1 Educational Programming- Compliant**  
 No educational programs at this time. If an offender wants to participate in educational opportunities then the Warden turns in the name of the offender to the program manager at the Catahoula Correctional Center.

**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**  
 Any offenders released are given their property prior to release and a list of community services.

- V-B-010 Proposed Expansions-Compliant**  
 No proposed expansions at this time.

- V-C-001 Substance Abuse Programs-Compliant**  
 No programs at this time. If an offender wants to participate in programs then the Warden turns in the name of the offender to the program manager at the Catahoula Correctional Center.

- V-C-002 Reentry Programs** *(Are offenders releasing with two valid forms of identification?)* **Compliant**  
 A list of community services is given to offenders releasing. Offenders are releasing with at least 2 forms of ID.

- V-C-004 Parole Board Procedures-Compliant**  
 No offenders have gone up for parole for this year as of date. If an offender is up for parole then the Warden or designee provides information to the Parole Board.

- 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?*  
 Step one respondent first level, Warden is second level
  - *What is the specified time period for response at each level?*



First level is 15 days, second level is 5 days

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

**VII-B-008      Monthly Reporting-Compliant**  
Monthly reports are done and being turned in.

**STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:**

Spoke to staff working at the jail on the day of the audit. Staff was courteous and knowledgeable of job duties. Staff morale appeared to be good.

**OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:**

Offender morale and quality of life is good. Spoke to offenders at the jail. No offenders voiced concerns or problems of being housed at the jail.

**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-21-019767-1

**No Deficient/Cautionary Codes cited.**

Location Information					
Inspection Type	Compliance Building Inspection		Inspection Date	7/20/2021 1:06:06 PM	
Structure ID	12365	No. of Buildings	1	Facility Code	J116
Capacity	32	Year Built	1930	Construction Type	Type IIIA / (211)
Building/Trade Name			Address		
CATAHOULA PARISH JAIL			301 BUSHLEY STREET, HARRISONBURG, LA 71340		

Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	JEREMY WILEY	(318) 744-5411	WARDENCPSO@GMAIL.COM
Address			
HARRISONBURG, LA 71340			

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.

Inspector Information		
Name: Griffin Pirtle	Badge Number: 722	Inspector Signature:
		<i>Griffin Pirtle</i>

Person to whom requirements were explained		
Name: Carl Williamson	Title: Jailer	Signature:
		<i>Carl Williamson</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 13-02-224	Permit Name Catahoula Parish Jail-224		
Name of Establishment Catahoula Parish Jail-224		Owner Name	
Address 301 BUSHLEY ST HARRISONBURG, LA 71340	Date 08/19/2021	Time 12:55 PM	

**LAC TITLE 51 PART XVIII**

**Comments:**

INSPECTION SATISFACTORY

VERBALLY ACKNOWLEDGED INSPECTION REPORT CARL WILLIAMSON, SHERRIFF'S DEPUTY

Number Licensed For	Number in Attendance	License Anniversary	
32	24	02/28/2022	
Sanitarian Name/Print	Phone #	Sanitarian Signature	R.S. #
Amiee w. Mcnett	318-744-5261		3164

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  
CARL WILLIAMSON, SHERRIFF'S DEPUTY



STATE OF LOUISIANA  
DEPARTMENT OF HEALTH  
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

Agency License No. N/A	Anniversary Month FEBRUARY				
Name of Establishment CATAHOULA PARISH JAIL-224	Mailing Address				
Address 301 BUSHLEY ST					
City, state, Zip Code HARRISONBURG LA 71340					
Type of Facility JAILS 32 24					
Parish Catahoula	Date Inspected 08/19/2021				
<p>The above establishment has been inspected by a representative of this section, and:</p> <p> <input type="checkbox"/> License is Recommended;  <input type="checkbox"/> License is Not Recommended;  <input type="checkbox"/> License is Pending Reinspection;         </p> <p>from the standpoint of sanitation</p>					
AMIEE W. MCNETT	<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;">1</td> <td style="width: 20px; text-align: center;">6</td> <td style="width: 20px; text-align: center;">4</td> </tr> </table>	3	1	6	4
3	1	6	4		
<p>LHS 48 (R 7/99) <span style="float: right;">D 1014</span></p>					