

189

Department of Public Safety & Corrections
State of Louisiana

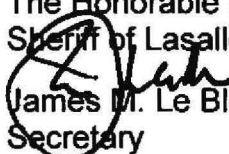
JOHN BEL EDWARDS
GOVERNOR



JAMES M. LE BLANC
SECRETARY

MEMORANDUM

TO: The Honorable Scott Franklin
Sheriff of Lasalle 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 Lasalle 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
Christopher Frederick, Warden, Lasalle Parish Jail
Seth Smith, Chief of Operations
Marcus Myers, Warden
Chad Firmin, BJG 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

LaSalle 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 7th day of January
in the year of our Lord 2022

Attest


Secretary



03/24/2021

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

FACILITY NAME: Lasalle Parish Jail
BJG MONITORS: Major Chad Firmin Team Leader
TYPE OF INSPECTION: Recertification with waiver
FACILITY STAFF: Ed Corley Deputy
Jason Cotherman, Deputy
BJG INSPECTION DATE: November 18, 2021
PREVIOUS BJD INSPECTION DATE: October 10, 2019
OPERATIONAL CAPACITY: 29
COUNT ON DAY OF VISIT: 5

CONCERNS OR ISSUES FROM THE PREVIOUS BJD MONITORING INSPECTION:

None

| | # MALE | # FEMALE | TOTAL |
|----------------------------------|----------|----------|----------|
| Number of DOC Offenders | 2 | 0 | 2 |
| Number of Local Offenders | 3 | 0 | 3 |
| Number of Out of State Offenders | 0 | 0 | 0 |
| Number of Federal Offenders | 0 | 0 | 0 |
| Number of ICE Detainees | 0 | 0 | 0 |
| TOTAL | 5 | 0 | 5 |

of DOC Offenders that are:

Single Bunked 0
Double Bunked 2
Triple Bunked 0
Total 2

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 |
|----------------|---------|-------------------|----------------|---------------------|
| 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 |
| June 2021 | 0 | 0 | 0 | 0 |
| July 2021 | 0 | 0 | 0 | 0 |
| August 2021 | 0 | 0 | 0 | 0 |
| September 2021 | 0 | 0 | 0 | 0 |
| October 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 |
|----------------|-------------------|---------|--------|------------|-------|
| 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 |
| June 2021 | 0 | 0 | 0 | 0 | 0 |
| July 2021 | 0 | 0 | 0 | 0 | 0 |
| August 2021 | 0 | 0 | 0 | 0 | 0 |
| September 2021 | 0 | 0 | 0 | 0 | 0 |
| October 2021 | 0 | 0 | 0 | 0 | 0 |

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

Living areas are clean and offender belongings stored properly.

Dorms:

The jail does not have dorms. The DOC offenders are housed separate from the pre-trial offenders. Living areas are clean and neat.

Cell Block:

The cellblock is used to house pre-trial offenders. This area is neat and clean.

Culinary/Dining:

There is no dining hall at the jail. The jail has a small cooking area where the food is prepared for the offenders housed at the jail. The kitchen area is clean food stored properly. Utensils are stored properly and on inventory. Cooler temperatures are recorded.

Bathrooms:

Bathrooms are clean and odor free and working properly. Adequate hot water available. Shower facilities available for offender use in living areas.

Yard Areas:

There is no fenced in area at the jail. The jail is located at the courthouse. There is a small area where the offenders can go and exercise. Yard area around the courthouse and jail is neat and clean.

Maintenance

There is no maintenance department located at the jail. Any maintenance is reported to the Police Jury and they handle any repairs as needed.

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

- I-A-001 Safety/Sanitation/Inspections-Compliant**
DHH inspection done 6/01/21 with no violations. DHH retail food inspection done 6/01/21 with violations corrected on site. (COS). FM inspection done 3/03/21.
- I-C-001 Emergency Plan-Compliant**
Jail has an emergency plan in place and employees trained. A copy of the emergency plan will be submitted to the FM for approval.
- II-A-007 Counts-Compliant**
- *How many formal counts are conducted each shift? 2 per shift*
 - *How many counts are conducted each day? 4 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? Offenders are physically counted by officers working in the jail. If an offender is on a work detail, he is signed out and the count verified by the officer responsible for the detail.*
 - *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 at the jail to include master prison record, criminal history, and disciplinary. DOC offenders and pre-trial offenders are housed separate.
- II-A-010 Admissions-Compliant**
Offenders are processed upon arrival and all belonging searched.
- II-A-012 Classification System-Compliant**
Does this facility have any trustees that work outside the secure perimeter? (Yes or No)
If yes, Yes
- *What is their classification process to determine who is eligible for trustee status?*

Offenders usually come from Lasalle Correctional Center to the jail that would be eligible for trustee. The correctional facility screens the offenders prior to sending to the jail. Criminal history, release date, medical and mental status, disciplinary records are reviewed in order to consider the offender for trustee status.

- *Does their classification process meet DPS&C, Corrections Services' criteria?*
Yes

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

| Month/Year | # DOC Tested | Total DOC Pop | % Tested | # Positive |
|----------------|--------------|---------------|----------|------------|
| November 2020 | 4 | 4 | 100 | 0 |
| December 2020 | 4 | 4 | 100 | 0 |
| January 2021 | 5 | 5 | 100 | 0 |
| February 2021 | 5 | 5 | 100 | 0 |
| March 2021 | 5 | 5 | 100 | 0 |
| April 2021 | 6 | 6 | 100 | 0 |
| May 2021 | 5 | 5 | 100 | 0 |
| June 2021 | 5 | 5 | 100 | 0 |
| July 2021 | 4 | 4 | 100 | 0 |
| August 2021 | 3 | 3 | 100 | 0 |
| September 2021 | 2 | 2 | 100 | 0 |
| October 2021 | 2 | 2 | 100 | 0 |

II-A-019 Offender Transfers-Compliant

1 offender transferred to work release in 2021. Copy of transfer on file.

II-A-020 Frequency of Cell Checks-Compliant

Officers make frequent rounds when offenders are housed in cells. Rounds do not exceed an hour time frame.

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

The jail does not house pregnant female offenders.

II-C-001 Procedures for Searches-Compliant

Searches are conducted of offenders, their property and living and non-living areas.

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

Keys are counted for daily and on inventory. The kitchen has utensils on inventory along with knives that are in a locked drawer. Utensils are 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? Offender will request the form to apply for the restoration of good time and turn in to the jailer. The Warden will review the application and determine if the*

offender is eligible and once approved the application will be forwarded 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- Facility does charge co-pays to DOC offenders that is approved by DPS&C

IV-C-006-1 Pregnancy Management-Compliant
The 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
Sick call is available everyday upon request by the offender. The offender will be taken to Lasalle Correctional Center and seen by a nurse or taken to local doctor.

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 for suicide prevention. There has been no offender transferred for suicide watch or no reported attempted suicide.

IV-C-016 Notification-Complaint
No DOC offender has been admitted into ICU or trauma center from the jail where any family member needed to be notified.

IV-D-004 Confidentiality of Health Information-Compliant
All medical information is kept confidential. Medical records kept for offenders housed at the jail.

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

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 Lasalle Correctional facility where the Programs are offered. However there are no educational programs at this time.

GED Program

| | | |
|---------------------------|-------|----------|
| Number of GED Slots | _____ | 0 |
| Number of Participants | _____ | 0 |
| YTD Number of Completions | _____ | 0 |

V-B-001 Releasing Offenders-Compliant

DOC 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 Lasalle Correctional facility to Participate in such programs. No programs are offered at this time.

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

2 offenders went up before the Parole Board in 2020 that was conducted by phone due to COVID. No DOC offenders have gone up for Parole in 2021 as of the date of the audit. Procedures are followed when offenders are up for parole.

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 1st, Sheriff 2nd
- *What is the specified time period for response at each level?*
15 days 1st level, 25 days 2nd level

VII-A-002 Weapons Training-Compliant
Weapons training is conducted annually.

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

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Staff on duty at the jail the day of the audit were knowledgeable of job duties and appear to work good together. Staff was courteous and willing to assist in any questions asked pertaining to job duties.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

Spoke to a couple DOC offenders housed at the jail. Neither offender voiced concern, problems or complaints of being housed at the jail. Offender morale and quality of life appeared to be good.

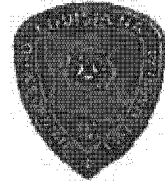
RECOMMENDATION:

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) 258-5452 Fax (225) 925-4241



H. "Butch" Browning
FIRE MARSHAL

Inspection Report

Report # CB-20-030430-1

Deficient/Cautionary Codes cited.

| Location Information | | | |
|---|-----------------------------------|----------------------|--------------------------|
| Inspection Type | Compliance Building Inspection | Inspection Date | 3/3/2021 1:28:12 PM |
| Structure ID | 8887 | No. of Buildings | 3 |
| Capacity | 29 | Year Built | 1988 |
| Building/Trade Name | Address | | |
| LABALLE PARISH SHERIFF'S OFFICE JAIL | 1050 S COURTHOUSE, JENA, LA 71342 | | |
| Owner Information | | | |
| Owner Type | Name | Contact Phone | Contact Email |
| | JASON COTHERMAN | (318) 892-7358 | JCOTHERMAN@LASALLESO.COM |
| Address | | | |
| | | | |
| Tenant Information | | | |
| Name | Suite Number | Floor Number | Square Footage |
| | | | 65784 |
| Occupancy Details | | | |
| Occupancy Type | Details | | |
| Business | | | |
| Deficient and Cautionary Items | | | |
| Description | Code Status | Correction Date | |
| NFPA 101 22.3.4.1(2015) Detention and correctional occupancies shall be provided with a fire alarm system. Currently the fire alarm panel's green tag expired February 2021. Owner shall have the fire alarm panel tested and tagged by a licensed Louisiana contractor. | DEFICIENT | 4/5/2021 | |
| Comments | | | |
| CURRENT COUNT: 13 INMATES | | | |
| CITED DEFICIENCIES WILL NEED TO BE CORRECTED. | | | |
| Inspector Information | | | |
| Name: Adam Wilson | Badge Number: 708 | Inspector Signature: | |
| Person to whom requirements were explained | | | |
| Name: Jason Cotheram | Title: correction officer | Signature: | |

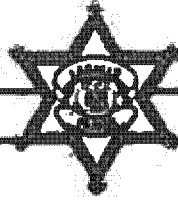
For questions regarding the contents of this report, please call:

(318) 787 6099

Scott Franklin, Sheriff

P.O. Box 79

Home Phone 318-995-2151 Fax 318-995-2155



LaSalle Parish Louisiana

Jena, LA 71321

Office Phone 318-995-3128 Fax 318-995-3765

November 17, 2021

RE: STATE FIRE MARSHALL INSPECTION, CORRECTED DEFICIENCY

In his inspection on 03/03/2021, Adam Wilson (badge #708) noted that the green tag on the fire alarm panel had expired in February.

A new green tag was issued on 05/06/2021.

Thank you,

A handwritten signature in black ink, appearing to read 'Ed Corley', is written over the typed name.

Ed Corley, Warden

LaSalle Parish Jail

Tel. (318) 992-7358 Fax. (318) 992-2127



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

**Detention or Incarceration
Notice of Violations**

Routine/Renewal


| | | | |
|---|---|--------------------|------------------|
| Permit Number 30-02-224 | Permit Name Lassalle Parish Jail-224 | | |
| Name of Establishment Lassalle Parish Jail-224 | | Owner Name | |
| Address Courthouse Jena, LA 71342 | | Date 06/01/2021 | Time 11:10 AM |

LAC TITLE 51 PART XVIII

Comments:

shower leaks under floor.

Verbal acknowledgement of report provided by Ed Corley, Warden. Copy of report emailed to ecorley@lasalleso.com, jcotherman@lasalleso.com.

| Number Licensed For | Number in Attendance | License Anniversary |
|--------------------------------------|-------------------------|--|
| | 10 | 06/30/2021 |
| 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

Signature of Recipient

Name/Title
Ed Corley, Warden



STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

| | | | | | |
|--|--|---|---|---|---|
| Agency License No. N/A | Anniversary Month JUNE | | | | |
| Name of Establishment LASALLE PARISH JAIL-224 | Mailing Address | | | | |
| Address COURTHOUSE | | | | | |
| City, state, Zip Code JENA LA 71342 | | | | | |
| Type of Facility JAILS 10 | | | | | |
| Parish La Salle | Date Inspected 06/01/2021 | | | | |
| <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> | | | | | |
| CALEB SMITH | <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 7/99) D 1014</p> | | | | | |



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

**Retail Food
Notice of Violations**

Routine/Renewal

| | | |
|--|--|------------------|
| Permit Number 30-0001025-1 | Permit Name LASALLE PARISH JAIL cafeteria | |
| Name of Establishment LASALLE PARISH JAIL | Owner Name LASALLE PARISH JAIL | |
| Address 1050 COURTHOUSE ST JENA, LA 71342 | Date 06/01/2021 | Time 11:05 AM |

LAC TITLE 51 PART XXIII

CRITICAL ITEMS: These items **MUST BE CORRECTED IMMEDIATELY** (see compliance schedule below). Repeat violations may lead to enforcement actions or permit suspensions.

| Category | Code Reference | Description of Violations |
|------------------------------------|----------------|--|
| FOOD - CONDITION, SOURCE, LABELING | 1507 | 5 - 1507 - Ready to eat, potentially hazardous food prepared on premises and held for more than 24 hours is not date marked. [COS] |

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 |
|-----------------|----------------|--|
| FOOD PROTECTION | 1501 | 54 - 1501.4 - Food is not stored six (6) inches off the floor. [COS] |

Comments:

Verbal acknowledgement of report provided by Ed Corley, Warden. Copy of report emailed to ecorley@lasalleso.com, jcotherman@lasalleso.com.

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 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

Name/Title
Ed Corley, Warden

Signature of Recipient