

Department of Public Safety & Corrections  
State of Louisiana

JOHN BEL EDWARDS  
GOVERNOR

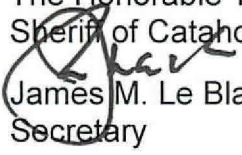


JAMES M. LE BLANC  
SECRETARY

July 29, 2022

**MEMORANDUM**

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

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

**RE:** Catahoula Parish Jail

Please see the attached monitoring report regarding the Basic Jail Guidelines (BJG) annual inspection that was conducted at Catahoula Parish Jail on June 10, 2022. DPS&C will continue with annual monitoring visits with a waiver.

Thank you for your support of the BJD process.

JML/mwk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association  
David Scarbrough, Warden, Catahoula Parish Jail  
Seth Smith, Chief of Operations  
Marcus Myers, Warden, RLCC  
Chad Firmin, BJD Team Leader



# BJG MONITORING REPORT

  X   Annual,      Semi-Annual,      Quarterly,      Monthly, or      Recert with Waiver

Rev. 03/22/2022 mw

**Facility Name:** Catahoula Parish Jail  
**BJG Team Leader & Monitors:** Major Chad Firmin RLCC Team Leader  
**Facility Warden & Email Address:** Warden David Scarbrough david.catahoula@gmail.com  
**Facility Staff:** Jeremy Wiley  
**BJG Inspection Date:** June 10, 2022  
**Previous BJJ Inspection Date:** June 24, 2021  
**Operational Capacity:** 32  
**Count on Day of Visit:** 12

**Concerns or Issues from the previous BJJ Monitoring Inspection:** None

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	11	0	11
Number of Local Offenders	1	0	1
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>	12	0	12

**Number of DOC Offenders that are:**

Single Bunked           0            
 Double Bunked          11           
 Triple Bunked           0           
**Total**           11         

**Number 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
June 21	0	0	0	0
July 21	0	0	0	0
August 21	0	0	0	0
September 21	0	0	0	0
October 21	0	0	0	0
November 21	0	0	0	0
December 21	0	0	0	0
January 22	0	0	0	0
February 22	0	0	0	0
March 22	0	0	0	0
April 22	0	0	0	0
May 22	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 21	0	0	0	0	0
July 21	0	0	0	0	0
August 21	0	0	0	0	0
September 21	0	0	0	0	0
October 21	0	0	0	0	0
November 21	0	0	0	0	0
December 21	0	0	0	0	0
January 22	0	0	0	0	0
February 22	0	0	0	1	1 phone charger
March 22	0	0	0	0	0
April 22	0	0	0	0	0
May 22	0	0	0	0	0

**GENERAL APPERANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:****Living Area:**

- **Dorms**  
The offender living areas are clean. Offender beds have mattresses with sheets and blankets. Offender property stored properly.
- **Cell Block**  
The cells are clean. The cells are used for pre-trial and arrestees. There were no DOC offenders in cells on the day of the audit.

**Culinary/Dining:**

The jail does not have a dining hall or kitchen. The food is prepared at Catahoula Correctional Center and delivered to the jail. All 3 meals are delivered daily.

**Bathrooms:**

The bathrooms are clean and in working condition. Hot water available for employee and offender use.

**Yard Areas:**

The yard area is clean and consist of a fenced in concrete area. Offenders can go in the fenced in area daily for recreation purposes.

**Maintenance:**

The caged area that housed the tools has been moved to a building next door to the jail where mechanic work on sheriff's office vehicles and any maintenance is conducted. Tools are on a shadow board and signed in and out. Any building maintenance is performed by the Police Jury.

**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 conducted throughout the jail. DHH inspection done 2-18-22 and FM inspection done 5-25 -22 with no violations reported.

**I-C-001      Emergency Plan – Compliant**  
The jail has an emergency plan/policy to handle emergency situations that may arise. The emergency plans have been approved by the FM and a copy on file.

**II-A-007      Counts- Compliant- Counts being conducted according to the jail policy.**

- How many formal counts are conducted each shift? Minimum of 2 with up to 4 counts per shift
- How many counts are conducted each day? Minimum 4 with up to 8 counts each day
- **Stick outs counts** 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? The jailer working that day will count and log offenders leaving out on work details and communicate with the officer escorting the offenders when it is time for count.
  - Does this process insure accountability and safe/secure operation of the facility?  
Yes

**II-A-008      Offender Population Management System – Compliant**  
Files on offenders housed at the jail are kept on each offender to include master prison record, finger prints, photo, bill of information.

**II-A-010      Admissions – Compliant**  
Offenders and their property are searched upon intake at the jail. Offenders receive handbook upon arrival at the jail.

**II-A-012      Classification System – Compliant**  
Classification system in place to assign offenders at the jail.

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 will review offender records, criminal history, nature of the crime, length of sentence serving to determine which offender is eligible 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 BJJ monitoring visit.)

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
June 21	9	19	47	0
July 21	26	30	87	0
August 21	10	23	54	0
September 21	7	13	54	0
October 21	13	13	100	0
November 21	11	14	79	0
December 21	7	16	44	0
January 22	13	13	100	0
February 22	12	12	100	0
March 22	12	12	100	0
April 22	12	12	100	0
May22	12	12	100	0

- II-A-019 Offender Transfers – Compliant**  
Transfers are being done according to policy. If transfers occur then the request is submitted to Headquarters for approval. Letter in file that no transfers as of the date of the audit.
- II-A-020 Frequency of Cell Checks – Compliant**  
The jailer make rounds every 30 minutes.
- II-B-002-1 Use of Restraints for Pregnant Offenders – Compliant**  
The jail has a policy in place but do not house pregnant females.
- II-C-001 Procedures for Searches – Compliant**  
Searches are being done of offenders and their property. Shakedown logs in file.
- II-D-001 Key, Tool, and Utensil Control – Compliant**  
Keys control is being utilize for the use and handling of keys. The jailer signs the keys out as needed. Tools in the mechanic shop are on inventory. There is no kitchen so no utensils on inventory.
- 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? The offender will fill out the restoration of good time application and submit to the Warden. Once reviewed and approved then the form will be submitted for DPS&C.
  - 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 co-pays to offenders for medical.
- IV-C-006-1 Pregnancy Management – Compliant**  
The jail has a policy in place but does not house pregnant females.
- IV-C-008 Annual TB Testing – Compliant**  
TB testing is being done annually.

- IV-C-012 Access to Sick Call – Compliant**  
Offenders can access sick call anytime by requesting from the jailer the form to be filled out. The request will be reviewed and coordinate with medical staff if the offender is needing to be taken to a medical facility. The jail uses Harrisonburg Family Clinic or a local hospital.
- IV-C-013 Infirmary Care – Compliant**  
There is no infirmary at the jail. If more advance care is required then the offender is transported to Harrisonburg Family Clinic.
- IV-C-013-1 Medical Releases (Medical Parole, Medical Treatment Furlough, Compassionate Release) - Compliant**  
There has been no medical releases from the jail for 2022 as of the audit date.
- IV-C-014 Suicide Prevention and Intervention – Compliant**  
Suicide policy in place and staff receive training. If an offender is determined to need mental health services then the offender is sent to Catahoula Correctional Center to be evaluated and possible be placed on the some type of watch.
- IV-C-016 Notification – Compliant**  
No offender has been admitted to ICU or trauma center as of this date of the audit for family to be notified. Emergency contact information is on file in offender record.
- IV-D-004 Confidentiality of Health Information – Compliant**  
All medical records and information 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**
  - List all Certified Treatment Programs (Attach Form IS-B-8-b)  
None
  - List all other Offender Programs  
Church services offered
- V-A-003-1 Educational Programming – Compliant**  
No educational programs offered at the jail. If any DOC offender requests to participate in educational programs the offender can send a request to the Warden at the jail.

**GED Program**

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

- V-B-001      Releasing Offenders – Compliant**  
Offenders sign for their property along with ID's and any Medications along with community services. Receipts on file of offenders signing for property upon release.
- V-B-010      Proposed Expansions – Compliant**  
No proposed expansion at this time.
- V-C-001      Substance Abuse Programs – Compliant**  
There are no substance abuse programs offered at the jail. If any DOC offender wants to participate in such programs he can submit a request to the Warden.
- V-C-002      Reentry Programs (Are offenders releasing with two valid forms of identification?) - Compliant**  
Offenders are releasing with at least 2 forms of ID and a list of community services available.
- V-C-004      Parole Board Procedures – Compliant**  
Parole Hearing are done by zoom at the jail. Facility staff is present for hearing and present information to the board when requested. There has been no DOC offender as of date of the audit 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 and the Sheriff
  - What is the specified time period for response at each level? 15 days Step 1 and 5 days Step 2
- VII-A-002      Weapons Training – Compliant**  
Weapons training is done annually.
- VII-B-008      Monthly Reporting – Compliant**  
Monthly reports are submitted in a timely manner.

**OTHER:**

N/A

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

Spoke to a couple employees during the audit. They are courteous and knowledgeable of their job duties and the overall operation of the jail. The staff morale appeared good and the employees seem to work good together.

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

Offender morale was good along with the quality of life. There were no concerns or problems voiced by any offenders during the walk through.

**RECOMMENDATION:**

At this time continued annual monitoring visits with a waiver is recommended.





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



Daniel H. Wallis  
FIRE MARSHAL

### Inspection Report

Report # CB-21-044072-2

No Deficient/Cautionary Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection	Inspection Date	5/25/2022 11:06:45 AM
Structure ID	12365	No. of Buildings	1
Capacity	32	Facility Code	J116
		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	DAVID SCARBROUGH	(318) 744-5411	DAVID.CATAHOULA@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 IN COMPLIANCE

Inspector Information		
Name: Chance Downs	Badge Number: 724	Inspector Signature:

Person to whom requirements were explained		
Name: David scarborough	Title: Warden	Signature:

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 02/18/2022	Time 09:30 AM	

LAC TITLE 51 PART XVIII

Comments:

INSPECTION SATISFACTORY

Number Licensed For	Number in Attendance	License Anniversary	
32	12	02/28/2022	
Sanitarian Name/Print Amiee w. Mcnett	Phone # 318-744-5261	Sanitarian Signature 	R.S. # 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	
Name/Title WARDEN DAVID SCARBOUGH	Signature of Recipient 		

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 12	
Parish Catahoula	Date Inspected 02/18/2022
The above establishment has been inspected by a representative of this section, and: <input checked="" type="checkbox"/> License is Recommended; <input type="checkbox"/> License is <b>Not</b> Recommended; <input type="checkbox"/> License is Pending Reinspection; from the standpoint of sanitation	
AMIEE W. MCNETT	
3 1 6 4	

LHS 48 (R 7/99)

D 1014