

Department of Public Safety & Corrections  
State of Louisiana

JOHN BEL EDWARDS  
GOVERNOR



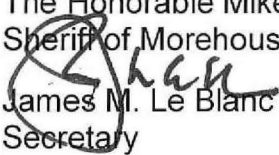
JAMES M. LE BLANC  
SECRETARY

Handwritten initials in blue ink, appearing to be "JML".

August 19, 2022

**MEMORANDUM**

**TO:** The Honorable Mike Tubbs  
Sheriff of Morehouse Parish

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

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

Please see the attached monitoring report regarding the Basic Jail Guidelines (BJG) annual inspection that was conducted at Morehouse Parish Jail/Annex on July 7, 2022. The facility continues to provide a secure, safe, and stable environment for DOC offenders in their custody. At this time DPS&C will continue with annual monitoring visits.

Thank you for your support of the BJJ process.

JML/mwk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association  
Quinten Douglas, Warden, Morehouse Parish Jail/Annex  
Seth Smith, Chief of Operations  
Jerry Goodwin, Warden, DWCC  
James Arnold, BJJ Team Leader



# BJG MONITORING REPORT

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

Rev. 03/22/2022 mw

**Facility Name:** Morehouse Parish Jail/Annex  
**BJG Team Leader & Monitors:** Colonel James Arnold (BJG Team Leader)  
**Facility Warden & Email Address:** Warden Quinten Douglas (qdouglas@mpso.net)  
**Facility Staff:** Chief Issac Brown  
**BJG Inspection Date:** July 7, 2022  
**Previous BJJ Inspection Date:** June 16, 2021  
**Operational Capacity:** 194 in Parish Jail / 70 in Annex = 264  
**Count on Day of Visit:** 147 in Parish Jail / 47 in Annex = 194

### Concerns or Issues from the previous BJJ Monitoring Inspection:

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	48	3	51
Number of Local Offenders	128	15	143
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>176</b>	<b>18</b>	<b>194</b>

### Number of DOC Offenders that are:

Single Bunked 0  
 Double Bunked 51  
 Triple Bunked 0  
**Total** 51

### 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
7/21	2	0	1	0
8/21	2	0	0	0
9/21	3	0	0	0
10/21	5	0	0	0
11/21	3	0	0	0
12/21	2	0	0	0
1/22	2	0	0	0
2/22	1	0	0	0
3/22	2	0	0	0
4/22	4	0	0	0
5/22	4	0	1	0
6/22	4	1	0	0

**SEIZURE FINDINGS:** (Please list monthly since the previous BJJ monitoring visit.)

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
7/21	0	0	1	1	1
8/21	0	0	4	0	0
9/21	0	0	1	2	0
10/21	0	0	6	3	0
11/21	0	0	3	4	0
12/21	0	0	2	2	0
1/22	7	0	0	7	0
2/22	0	0	0	4	0
3/22	0	0	0	0	3
4/22	0	0	1	2	0
5/22	0	0	1	2	0
6/22	0	0	0	0	2

**GENERAL APPEARANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:**

**Living Area:** The living areas were found to be clean and orderly throughout the facility.

- **Dorms** – Dorms were found to be clean and free of unnecessary clutter with personal property stored in offenders assign lockers. Bulletin boards displayed information regarding weekly menus, facility policies and DPS&C rulebook as well as PREA.
- **Cell Block** - During inspection the cells were found to be clean and all property was stored neatly.

**Culinary/Dining:** Each meal is prepared at the Annex and is transported to the Morehouse Parish Jail. The latest Retail Food inspection was 4-27-22 with one non-critical item listed. A work order was completed on 5-3-22 (see attached work order). All offenders assigned to culinary/dining receives a pre-assessment screening by medical before being assigned. Offenders voiced no complaints in reference to the quality/quantity of food.

**Bathrooms:** All bathrooms were found to be clean and in good working order.

**Yard Areas:** Recreation area was found to be clean and clutter free. Offenders are allowed daily exercise which was reflected in the unit logbook.

**Maintenance:** There is no maintenance personal on site. Tools are maintained at Morehouse Parish Sheriff's Office and work orders are coordinated through their department.

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

**I-A-001      Safety/Sanitation/Inspections:** Compliant - Logbooks documentation reflects that periodic inspections are conducted. Last FM inspection was on 4/26/22 for jail/annex with no deficiencies. Last FM inspection for the Morehouse Parish Jail was on 6/13/22 which reflected the sprinkler system being yellow tagged. (see attached work order request to American Fire Pro) Last DHH inspection for Morehouse Jail was on 4/27/22 with one non-critical (see attached work order that was completed on 4/28/22). Last DHH for retail food was on 4/27/22 with one non-critical item which a work order was completed on 4/28/22 (see attached work order).

**I-C-001      Emergency Plan:** Compliant – The facility has an approved emergency plan in place. Documentation reflects that all staff has been trained on emergency procedures.

**II-A-007      Counts:** Compliant

- How many formal counts are conducted each shift? 7- on day shift and 7 on the night shift.
- How many counts are conducted each day? 14
- **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? Staff conducts visual counts according to policy.
  - Does this process ensure accountability and safe/secure operation of the facility?  
YES

**II-A-008      Offender Population Management System:** Compliant - Policy and procedure is in place for offender case management. Offender files are transferred with offenders to local or DPS&C facility. Documentation is forwarded to Pre- Class Coordinator in a timely manner.

**II-A-010      Admissions:** Compliant - All required admission forms are completed and on file.

**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 Annex houses offenders that work outside the secure perimeter. Offenders are screened by classification, security and the Warden to ensure an objective classification process is used as required by the guidelines.
- Does their classification process meet DPS&C, Corrections Services' criteria? YES. The facility classification process uses the same as DPS&C.

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

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
7/21	40	195	8%	0
8/21	28	195	6%	0
9/21	25	179	5%	0
10/21	25	172	5%	0
11/21	28	170	5%	0
12/21	28	169	5%	1
1/22	29	170	5%	4
2/22	35	164	5%	0
3/22	32	166	5%	0
4/22	28	169	5%	0
5/22	42	156	7%	2
6/22	34	178	6%	0

**II-A-019 Offender Transfers:** Compliant - Policy and procedures are in place and Documentation reflects practice is being followed.

**II-A-020 Cell Checks:** Compliant - Policy and procedures are in place and logs are on file to reflect cell checks.

**II-B-002-1 Use of Restraints for Pregnant Offenders:** Compliant - Policy and procedures are in Place and logs reflects the use of restraints.

**II-C-001 Procedures for Searches:** Compliant - Policy and procedures are in place and logs are Maintained for all searches and detection of contraband.

**II-D-001 Key, Tool, and Utensil Control:** Compliant - A review of procedures of their key accountability revealed a correct accountability system is in place. Culinary tools were inventoried with a checkout system in place with no discrepancies noted.

**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 submits the form to Chief Brown for review. Chief Brown then forwards it to DWCC.
- 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 facility charges a co-payment which was approved by DPS&C. Offenders are advised of how to obtain medical services.

**IV-C-006-1 Pregnancy Management:** Compliant - A written policy and procedures are in place.

**IV-C-008 Annual TB Testing:** Compliant - Annual TB testing for offenders is conducted at no cost to the offender. TB testing is reviewed by medical staff upon initial screening for compliance.

**IV-C-012 Access to Sick Call:** Compliant - Offenders have access to sick call three time per week. A sick call slip is filled out by the offenders and forwarded to medical staff. Sick call is conducted at 8:00 am.

**IV-C-013**      **Infirmiry Care:** Compliant - Provision are made for the medical staff to be on 24hr call as an infirmiry is not provided on site. Facility utilizes Morehouse General and Ocshner-Health Monroe. Offenders are transferred to DOC if extensive medical care is warranted.

**IV-C-013-1**    **Medical Releases** (Medical Parole, Medical Treatment Furlough, and Compassionate Release): Compliant - A written policy and procedure is in place. No medical release at the jail or Annex.

**IV-C-014**      **Suicide Prevention and Intervention:**      Compliant - A written suicide prevention/intervention policy is on file which was approved by Dr. James Smith. Training is conducted annually. Facility is utilizing appropriate management orders and suicide watch log sheet.

**IV-C-016**      **Notification:** Compliant - A written policy and procedures is in place.

**IV-D-004**      **Confidentiality of Health Information:** Compliant - Medical files are maintained separately from their confinement files. A completed refusal to accept medical care and consent to release information form are on file.

**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) YES
  - 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**

- List all Certified Treatment Programs (Attach Form IS-B-8-b) NONE
- List all other Offender Programs Religious Programs, AA/NA

**V-A-003-1**    **Educational Programming:** A written policy and procedures is in place.

**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 - The personal property of offenders is returned with a form of ID. Available community resources and 5 day supply of current medication.

**V-B-010**      **Proposed Expansions:** Compliant - No plans for expansions at this time.

**V-C-001**      **Substance Abuse Programs:** Compliant - AA/NA class is conducted once per week.

**V-C-002**      **Reentry Programs** (Are offenders releasing with two valid forms of identification?): Compliant - Offenders are releasing with 2 forms of identification upon release.

**V-C-004 Parole Board Procedures:** Compliant - A written policy and procedures are in place. Documentation on file showing facility Warden or designee presence at 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? Warden and Chief Brown
- What is the specified time period for response at each level? 1<sup>st</sup> Level -40 days and 2<sup>nd</sup> Level-20 days.

**VII-A-002 Weapons Training:** Compliant - All corrections staff members receive initial and annual weapons training and chemical agent training. Training conducted by Sergeant Jerry Deville.

**VII-B-008 Monthly Reporting:** Compliant - Monthly reports are submitted in a timely manner with no significant reporting issues noted.

**OTHER:**

**STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:** Staff morale was deemed to be good. I spoke with staff throughout the facility and staff seemed to work well together. Staff was knowledgeable of their duties and aware of emergency procedures.

**OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:** Offenders morale and quality of life is deemed to be good. I spoke with several offenders and no negative comments regarding the facility or staff were noted. Offender were aware of how to submit a grievance and make sick call.

**RECOMMENDATION:** Based on the walk-through of the facility and review of the BJJ files, it is recommended that the Morehouse Parish Jail and Annex remain on Annual Monitoring.



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

**Retail Food  
Notice of Violations**

Routine/Renewal

Permit Number 34-0001132-1	Permit Name MOREHOUSE PARISH JAIL ANNEX RESTAURANT		
Name of Establishment MOREHOUSE PARISH JAIL ANNEX		Owner Name MOREHOUSE PARISH JAIL	
Address 4729 EUGENE WARE BLVD BASTROP, LA 71220		Date 04/27/2022	Time 09:50 AM

**LAC TITLE 51 PART XXIII**

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
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3101	102 - 3101 - Plumbing is not maintained. 3-COMPARTMENT SINK FAUCET [Repeat]

**Comments:**

REPORT EMAILED TO WARDEN.

**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 facility 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. Facilities 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 Jonathan Eagles	Phone # 318-283-0806	Sanitarian Signature <i>J. Eagles</i>	R.S. # 2083
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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  
WARDEN DOUGLAS



**MAINTENANCE WORK ORDER**

DATE: 4-28-22

TIME: 10:30

LOCATION OF WORK TO BE DONE: ANNEX

DESCRIPTION OF PROBLEM OR WORK REQUESTED: 3-COMPARTMENT SINK

Keith Hammond  
SGT'S SIGNATURE

H. J. J. J.  
WARDEN'S SIGNATURE

-----FOR MAINTENANCE USE ONLY-----

WORK PERFORMED BY: Sgt. Keith Hammonds

DATE & TIME WORK COMPLETED: 5/3/22 @ 13:50pm

MATERIALS PURCHASED FOR THE JOB: none

COMMENTS: plunged sink + tightened pipe (drain)



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

**Detention or Incarceration  
Notice of Violations**

Routine/Renewal

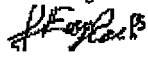
Permit Number 34-04-224	Permit Name Morehouse Parish Jail Annex-224		
Name of Establishment Morehouse Parish Jail Annex-224		Owner Name	
Address 4729 Eugene Ware BLVD Bastrop, LA 71220		Date 04/27/2022	Time 10:25 AM

**LAC TITLE 51 PART XVIII**

<b>NON-CRITICAL ITEMS:</b> 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
Handwashing Lavatories	101	16 - The hand lavatory is in disrepair. 1X HANDSINK WILL NOT SHUT OFF

**Comments:**

REPORT EMAILED TO WARDEN.

Number Licensed For 70	Number in Attendance 31	License Anniversary 05/31/2022
Sanitarian Name/Print Jonathan Eagles	Phone # 318-283-0806	Sanitarian Signature 
		R.S. # 2083

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  
WARDEN DOUGLAS



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

**Detention or Incarceration  
Notice of Violations**

Routine/Renewal

Permit Number 34-03-224	Permit Name Morehouse Parish Jail-224		
Name of Establishment Morehouse Parish Jail-224		Owner Name	
Address 250 E Walnut ST Bastrop, LA 71220		Date 04/27/2022	Time 09:00 AM

**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. DORM 3

**Comments:**

REPORT EMAILED TO WARDEN DOUGLAS

Number Licensed For	Number in Attendance	License Anniversary	
	248	05/31/2022	
Sanitarian Name/Print	Phone #	Sanitarian Signature	R.S. #
Jonathan Eagles	318-283-0806		2083

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  
WARDEN DOUGLAS

**MAINTENANCE WORK ORDER**

DATE: 04-28-2022

TIME: 09:30

LOCATION OF WORK TO BE DONE: DORM 3 SHOWER AREA

DESCRIPTION OF PROBLEM OR WORK REQUESTED: CHIPPED TILE

  
SGT'S SIGNATURE

  
WARDEN'S SIGNATURE

\_\_\_\_\_ FOR MAINTENANCE USE ONLY \_\_\_\_\_

WORK PERFORMED BY: Sgt. Keith Hammonds

DATE & TIME WORK COMPLETED: 5-3-2022 @ 10:25AM

MATERIALS PURCHASED FOR THE JOB: Tile + Grout

\_\_\_\_\_

\_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



JOHN BEL EDWARDS  
GOVERNOR

**Office of Louisiana State Fire Marshal**  
Code Enforcement and Building Safety

Department of Public Safety and Corrections  
Public Safety Services



H. BUTCH BROWNING  
STATE FIRE MARSHAL

Veronique McDonald  
Morehouse Parish Jail  
250 East Walnut  
Bastrop, LA 71220

Dear Ms. McDonald,

This office is in receipt of your July 2022 request for a review of your Emergency Plan for the above referenced facility.

NFPA 101:23.7.1.3 states the following, "The administration of every detention or correction facility shall have, in effect and available to all supervisory personnel, written copies of a plan for the protection of all persons in the event of fire, for their evacuation to areas of refuge, and for evacuation from the building when necessary. All employees shall be instructed and drilled with respect to their duties under the plan. The plan shall be coordinated with and reviewed by the fire department legally committed to serve the facility."

After a review of the Morehouse Parish Jail Evacuation Plan, the plan appears to be acceptable in meeting the requirements of NFPA 101.

If you have any question or clarification, please call the Shreveport District Office 318-676-7145

Sincerely,

Lt. Jason Armstrong  
Region 8 Commander  
Louisiana State Fire Marshal's Office

Is Yours Working?  
Smoke Alarms Save Lives!  
OFFICE OF LOUISIANA STATE FIRE MARSHAL  
8181 INDEPENDENCE BOULEVARD, BATON ROUGE, LA 70806  
(225) 925-4911 1-800-256-5452 Fax (225) 925-4593



John Bel Edwards  
GOVERNOR

## Office of State Fire Marshal

8181 Independence Blvd. Baton Rouge, LA 70806  
(225) 925-4911 (800) 256-6452 Fax (225) 925-4241



H. "Butch" Browning  
FIRE MARSHAL

### Inspection Report

Report # CB-21-046343-1

No Deficient/Cautionary Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection	Inspection Date	4/26/2022 1:30:59 PM
Structure ID	791	No. of Buildings	4
Capacity	70	Facility Code	J84
		Year Built	1986
		Construction Type	Type IIB / (000)
Building/Trade Name		Address	
MOREHOUSE PARISH JAIL ANNEX		4729 EUGENE WARE ROAD, BASTROP, LA 71220	
Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	MOREHOUSE PARISH POLICE JURY	(318) 281-1626	QDOUGLAS@MP.SO.NET
Address			
COURTHOUSE, BASTROP, LA 71220			
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 5		
Comments			
NO APPARENT DEFICIENCIES AT TIME OF INSPECTION. ACCEPTABLE FOR OCCUPANCY.			
Inspector Information			
Name: Jeremy Defee	Badge Number: 707	Inspector Signature:	
Person to whom requirements were explained			
Name: Thomas Lord	Title: Lt	Signature:	

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

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.