

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

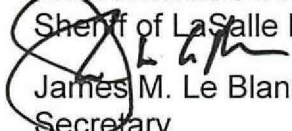



JAMES M. LE BLANC
SECRETARY

December 12, 2022

MEMORANDUM

TO: The Honorable Scott Franklin
Sheriff of LaSalle 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 LaSalle Parish Jail on September 22, 2022. At this time DPS&C will continue with annual monitoring visits with a waiver.

Thank you for your support of the BJG process.

JML/mwk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Ed Corley, Warden, LaSalle Parish Jail
Seth Smith, Chief of Operations
Marcus Myers, Warden, RLCC
Chad Firmin, BJG Team Leader



BJG MONITORING REPORT

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

Rev. 03/22/2022 mw

Facility Name: LaSalle Parish Jail
BJG Team Leader & Monitors: Lt. Col. Chad Firmin RLCC Team Leader
Facility Warden & Email Address: Ed Corley Warden ecorley@lasalleso.com
Facility Staff:
BJG Inspection Date: September 22, 2022
Previous BJJ Inspection Date: November 18, 2021
Operational Capacity: 29
Count on Day of Visit: 11

Concerns or Issues from the previous BJJ Monitoring Inspection: None

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	4	0	4
Number of Local Offenders	7	0	7
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	11	0	11

Number of DOC Offenders that are:

Single Bunked 4
Double Bunked 0
Triple Bunked 0
Total 4

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
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
June 22	0	0	0	0
July 22	0	0	0	0
August 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
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	0	0
March 22	0	0	0	0	0
April 22	0	0	0	0	0
May 22	0	0	0	0	0
June 22	0	0	0	0	0
July 22	0	0	0	0	0
August 22	0	0	0	0	0

GENERAL APPEARANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:

Living Area:

- **Dorms** – The jail does not have dorms. DOC offenders are housed in a separate area from pre-trial offenders. The living area for DOC offenders is clean and belongings stored properly.
- **Cell Block** – The cellblock area is used to house pre-trial offenders at the jail. The cells are clean.

Culinary/Dining: There is no dining hall at the jail. There is a small kitchen where food is prepared for offenders housed at the jail. The kitchen area is clean and food items stored properly. Cooking utensils are stored and on inventory.

Bathrooms: The bathrooms are clean and working properly. There is adequate hot water available for offender use.

Yard Areas: The jail is located at the courthouse and has no fence around the outside. There is a small area available for offenders to use for recreation purposes.

Maintenance: There is no maintenance located at the facility. Any maintenance or repairs is done by the Police Jury.

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

I-A-001 **Safety/Sanitation/Inspections:** Compliant - Weekly inspections being done at the jail and on file. FM inspection done 9/20/22 no deficiencies, DHH 5/24/22 and DHH retail food 5/24/22 with deficiencies COS.

I-C-001 **Emergency Plan:** Compliant - Jail has an emergency plan on file and is submitted to the FM for approval. Once approved a copy will be sent to DPS&C.

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 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 officer with the offender will count the offender and call the count in to the jail.
 - 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 at the jail to include master prison record, criminal history, and disciplinary reports. DOC offenders and pre-trial offenders are housed separately.

II-A-010 **Admissions:** Compliant - Offenders are processed into the jail and property being searched. Photo Id's are taken upon admission process.

II-A-012 **Classification System:** Compliant

Does this facility have any trustees that work outside the secure perimeter? Yes

If yes,

- What is their classification process to determine who is eligible for trustee status? Criminal history, release date, medical and mental status, any disciplinary are all reviewed before an offender is eligible for trustee.
- Does their classification process meet DPS&C, Corrections Services' criteria? Yes

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

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
September 21	2	2	100	0
October 21	2	2	100	0
November 21	2	2	100	0
December 21	2	2	100	0
January 22	2	2	100	0
February 22	2	2	100	0
March 22	4	4	100	0
April 22	1	4	25	0
May 22	1	3	33	0
June 22	1	4	25	0
July 22	1	4	25	0
August 22	1	3	33	0

II-A-019 Offender Transfers: Compliant - There have been no transfers for 2022 from the jail. 2021 was the last transfer from the jail to work release.

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: N/A - No pregnant females housed at the jail.

II-C-001 Procedures for Searches: Compliant - Searches are conducted on offenders and their living areas. Documentation of searches on file.

II-D-001 Key, Tool, and Utensil Control: Compliant - Keys are accounted for daily and on inventory. Kitchen utensils are on inventory with the knives locked in a drawer. Utensils are signed in and out.

III-A-001 Rules and Discipline: Compliant

- Does the facility's offender orientation include the application process for applying for restoration of good time? Offenders are made aware of how to go about applying for restoring good time
- What is their restoration of good time application process for the offender population? The offender can request a form from the jailer for the application process. Once approved it will be submitted to 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 - Co pays are not charged. Medical screening is done upon intake.

IV-C-006-1 Pregnancy Management: N/A - No pregnant females housed at the jail.

IV-C-008 Annual TB Testing: Compliant - Testing is done annually.

IV-C-012 Access to Sick Call: Compliant - Sick call can be requested daily by notifying the jailer on duty. The offender will be seen by a nurse or taken to local doctor.

- IV-C-013 Infirmiry Care:** N/A - no infirmiry at the jail. Offenders are taken to local doctor for medical treatment if needed.
- IV-C-013-1 Medical Releases** (Medical Parole, Medical Treatment Furlough, and Compassionate Release): Compliant - No medical furloughs or compassionate releases.
- IV-C-014 Suicide Prevention and Intervention:** Compliant - Policy in place for suicide prevention. No offender at the jail has been placed on suicide watch.
- IV-C-016 Notification:** Compliant - No DOC offender admitted to ICU or trauma center for notification.
- IV-D-004 Confidentiality of Health Information:** Compliant - All medical records and information is kept secured and 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:** N/A
- 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:** N/A - No educational programs offered.
- GED Program**
- | | |
|---------------------------|---|
| Number of GED Slots | 0 |
| Number of Participants | 0 |
| YTD Number of Completions | 0 |
- V-B-001 Releasing Offenders:** Compliant - If offenders release from the jail they sign and receive their property. There has been no one release from the jail in 2022.
- V-B-010 Proposed Expansions:** Compliant - None at this time.
- V-C-001 Substance Abuse Programs:** N/A - None at this time.

- V-C-002 Reentry Programs** (Are offenders releasing with two valid forms of identification?): **Compliant**
No programs at this time. If an offender releases from the jail then they will leave with 2 forms of ID.
- V-C-004 Parole Board Procedures:** **Compliant** - No offenders housed at the jail has gone up for parole hearing.
- 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 , Sheriff
 - What is the specified time period for response at each level? 15 days, 25 days
- VII-A-002 Weapons Training:** **Compliant** - Training is done annually.
- VII-B-008 Monthly Reporting:** **Compliant** - Reports are completed in a timely manner.

OTHER:

N/A

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Spoke to the jailer working on the day of the audit. Jailer was knowledgeable of job duties and courteous.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

Spoke with 2 DOC offenders housed at the jail. Offenders stated it is a quiet jail and laid back atmosphere. Neither offender voiced concern or any complaints. Offender morale and quality of life appear good.

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


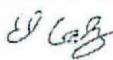


Daniel H. Wallis
FIRE MARSHAL

Inspection Report

Report # CB-22-026541-1

No Deficient/Cautiory Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection		Inspection Date 9/20/2022 2:15:17 PM
Structure ID	8887	No. of Buildings	3
Capacity	29	Year Built	1968
Building/Trade Name		Address	
LASALLE PARISH SHERIFF'S OFFICE JAIL		1050 S COURTHOUSE, JENA, LA 71342	
Owner Information			
Owner Type	Name	Contact Phone	Contact Email
	ED CORLEY	(318) 992-7358	ECORLEY@LASALLESO.COM
Address			
Tenant Information			
Name	Suite Number	Floor Number	Square Footage
			55784
Occupancy Details			
Occupancy Type	Details		
Business			
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: Ed corley	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 30-02-224	Permit Name Lasalle Parish Jail-224		
Name of Establishment Lasalle Parish Jail-224		Owner Name LASALLE PARISH JAIL	
Address 1050 COURTHOUSE ST JENA, LA 71342		Date 05/24/2022	Time 10:30 AM

LAC TITLE 51 PART XVIII

Comments:

Verbal acknowledgement of report provided by JAKE MCFARLEN, DEPUTY (name and title).
Copy of report emailed to jmcfarlen@lasalleso.com (email address).

Number Licensed For	Number in Attendance	License Anniversary
	10	05/31/2022
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
JAKE MCFARLEN, DEPUTY



**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 05/24/2022	Time 10:25 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
FOOD PROTECTION	1315	53 - 1315 - Potentially hazardous foods are not properly thawed. [COS]
FOOD PROTECTION	3503	62 - 3503.1 - The insect control device is located above a food preparation area. [COS]

Comments:

Verbal acknowledgement of report provided by JAKE MCFARLEN, DEPUTY (name and title).
Copy of report emailed to jmcfarlen@lasalleso.com (email address).

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 Caleb Smith	Phone # 318-757-8632	Sanitarian Signature 	R.S. # 3033
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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
JAKE MCFARLEN, DEPUTY