

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR

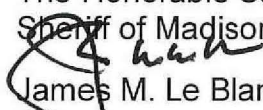


JAMES M. LE BLANC
SECRETARY

February 3, 2023

MEMORANDUM

TO: The Honorable Sammie Byrd
Sheriff of Madison Parish

FROM:  James M. Le Blanc
Secretary

RE: "Basic Jail Guidelines" Monitoring Report

This is to advise that pursuant to the attached monitoring report concerning Madison Parish Jail, DPS&C is granting wavier of the "Basic Jail Guidelines" recertification process with annual monitoring.

Congratulations to you and your staff for this accomplishment and thank you for the hard work and dedication that is necessary to achieve this goal.

JML/mwk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Jarrat Brooks, Warden, Madison Parish Jail
Seth Smith, Chief of Operations
Jerry Goodwin, Warden, DWCC
Tyrone Mays, 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

Madison 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 14th day of February
in the year of our Lord 2023



Attest:


Secretary



BJG MONITORING REPORT

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

Rev. 08/01/2022 mwk

Facility Name: Madison Parish Jail
BJG Team Leader & Monitors: Asst. Warden Tyrone Mays, BJB Team Leader
Facility Warden & Email Address: Warden Jarrat Brooks & Jarrate Brooks@madisonso.com
Facility Staff: Warden Brooks
BJG Inspection Date: December 21, 2022
Previous BJB Inspection Date: August 15, 2019
Operational Capacity: 36
Count on Day of Visit: 23

Concerns or Issues from the previous BJB Monitoring Inspection:

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	1	0	1
Number of Local Offenders	22	0	22
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	23	0	23

Number of DOC Offenders that are:

Single Bunked 1
 Double Bunked 0
 Triple Bunked 0
Total 1

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
December 2021	0	0	0	0
January 2022	0	0	0	0
February 2022	0	0	0	0
March 2022	0	0	0	0
April 2022	0	0	0	0
May 2022	0	0	0	0
June 2022	0	0	0	0
July 2022	0	0	0	0
August 2022	0	0	0	0
September 2022	0	0	0	0
October 2022	0	0	0	0
November 2022	0	0	0	0

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

Month/Year	Illicit Substance	Alcohol	Weapon	Cell Phone	Other
Dec 2021	0	0	0	0	0
Jan 2022	0	0	0	0	0
Feb 2022	0	0	0	0	0
Mar 2022	0	0	0	0	12 Razors
Apr 2022	0	0	0	0	0
May 2022	0	0	1 plastic shank	0	2 OTC IBU
June 2022	0	0	0	0	0
July 2022	0	0	0	0	0
Aug 2022	0	0	2 plastic shank	0	0
Sept 2022	0	0	1 steel toe boots	0	0
Oct 2022	0	0	1 plastic shank	0	5 OTC IBU
Nov 2022	0	0	0	0	0

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

The living areas were found to be clean and clutter free.

- **Dorms:**

The dorms in this facility houses pre-trial/parish offenders. The one DOC offender is housed in separate cell which are single-bunked. The housing area of the DOC offender was found to be clean and in order.

- **Cell Block:**

No DOC offenders were housed in the cellblock area during the inspection. The DOC offender housed at this facility has a trustee status.

Culinary/Dining:

Meal are provided for the offenders by Madison Parish Correctional Center.

Bathrooms:

The bathrooms were found to be clean and in good working order. The Health Inspection Report of 11/16/2022 noted two discrepancies. (1) The shower walls are in despair (2) The hand lavatory is in disrepair in the holding cell. The holding cell lavatory is in the process of being replaced.

Yard Areas:

An exercise yard is available for DOC offenders. The area was free of debris.

Maintenance:

Tools are not keep at the facility. If any repairs are required the facility contacts an on-call contractors.

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

- I-A-001 Safety/Sanitation/Inspections (MANDATORY):**
Compliant – Weekly and monthly inspections are being conducted as required. The last FM Inspection was conducted on 4/21/2022. No apparent deficiencies at time of inspection.
- I-C-001 Emergency Plan (MANDATORY):**
Compliant – Training is conducted annually by staff on Emergency Plan. Documentation of training was reviewed in file.
- I-C-003 Fire Safety/Code Conformance (MANDATORY):**
Compliant – The last FM inspection was 4/21/2022. No apparent deficiencies was noted.
- II-A-006 Staff Log (MANDATORY):**
Compliant – Copies of logbooks on file. Copy of staff deployment on file reflects practice.
- II-A-007 Counts (MANDATORY):**
- How many formal counts are conducted each shift? (2) Day shift, (2) Night Shift
 - How many counts are conducted each day? 4
 - **Stick outs counts**
 - How does the facility accomplish this?
When conducting and submitting the counts, employees are to actually see the offender before turning in these counts.
 - Does this process ensure accountability and safe/secure operation of the facility?
Yes
- II-A-008 Offender Population Management System:**
Compliant – Offender records have the required documentation and this information is Forwarded to the receiving facility at the time of transfer.
- II-A-010 Admissions:**
Compliant – Each bullet is in the guideline is being met for new offenders. Secure storage is available for the offenders' personal property.
- II-A-012 Classification System:**
- 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 and Classification at Madison Parish Correctional Center screen offenders at their facility for trustee status for transfer to Madison Parish Jail as

needed. Staff utilizes the same criteria for trustee status as outlined in DPS&C regulations.

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

II-A-016 Photo Identification (MANDATORY):

Compliant – Each offender has a photo identification card.

II-A-018 Offender Drug Testing (MANDATORY): (List monthly since the previous BJJ monitoring visit.)

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
December 2022	1	1	100%	0
January 2022	1	1	100%	0
February 2022	1	1	100%	0
March 2022	1	1	100%	0
April 2022	1	1	100%	0
May 2022	1	1	100%	1
June 2022	1	1	100%	0
July 2022	1	1	100%	0
August 2022	1	1	100%	0
September 2022	1	1	100%	0
October 2022	1	1	100%	0
November 2022	1	1	100%	0

II-A-019 Offender Transfers:

Compliant – Documentation on file reflects transfers of offender to other than DPS&C facilities.

II-A-020 Cell Checks (MANDATORY):

Compliant – Facility logs reflects that frequent cell check are being conducted.

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

Not Applicable – Facility does not house female offenders.

II-C-001 Procedures for Searches:

Compliant – Facility logs on file to reflect searches of facility, visitors, staff, and perimeter.

II-D-001 Key, Tool, and Utensil Control (MANDATORY):

Compliant – Key control inventory are in place with check-out system to reflect accountability.

III-A-001 Rules and Discipline (MANDATORY):

Not Applicable

- Does the facility's offender orientation include the application process for applying for restoration of good time? N/A
- What is their restoration of good time application process for the offender population? N/A
- Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? N/A

IV-A-003 Food/Dietary Allowances (MANDATORY):

Compliant – Facility meals are prepared by Madison Parish Correctional Center. MPCC dietician review dietary allowance for offenders at Madison Parish Jail.

- IV-A-006 Food Services Management (MANDATORY):**
Compliant – Logs of meals served for offenders on file. Meals are served at Breakfast – 6:30 am, Lunch – 12 pm, and Dinner – 5 pm.
- IV-B-001 Plumbing Fixtures – Toilets & Washbasins (MANDATORY):**
Compliant – Plumbing fixtures were in working order. Work order in file reflects any repairs needed and corrected.
- IV-B-002 Plumbing Fixtures – Showers (MANDATORY):**
Compliant – Logs in file reflects daily water temperature check. Offender have access to shower 24 hour per day.
- IV-B-005 Personal Hygiene (MANDATORY):**
Compliant – Each offender provided personal hygiene items weekly or as needed.
- IV-C-001 Access to Care/Clinical Services (MANDATORY) (Does the facility charge a co-payment? If so, approved by DPS&C?):**
Compliant – A co-payment is not charged as the Madison Parish Police Jury covers the payment for the DOC offenders.
- IV-C-003 Provision of Treatment (MANDATORY):**
Compliant – License of Health Care staff on file. Nurse Veda Forrester, LPN Lic#770575 Exp. 31 Jan 2023.
- IV-C-005 24 Hour Care (MANDATORY):**
Compliant – Infirmary is not provided at the jail. Offenders requiring infirmary care are transferred to EHCC.
- IV-C-006-1 Pregnancy Management (MANDATORY):**
Not Applicable – Facility does house female offenders.
- IV-C-008 Annual TB Testing:**
Compliant – Annual TB testing is conducted by Nurse Veda Forrester at no cost to the offender.
- IV-C-009 Chronic Care Program (MANDATORY):**
Compliant - Facility transfers the offender to Madison Parish Correctional Center or Bayou Corrections if Chronic Care needed.
- IV-C-012 Access to Sick Call (MANDATORY):**
Compliant – Sick call request are available upon offender request. Nurse conduct round one day out the week. The facility utilizes Madison Parish Hospital or Ocshner LSU Health Monroe as needed.
- IV-C-013 Infirmary Care:**
Compliant – Infirmary is not provided at the facility. Offenders requiring infirmary care are transferred to EHCC.
- IV-C-013-1 Medical Releases (Medical Parole, Medical Treatment Furlough, and/or Compassionate Release):**
Compliant – No offender has been approved for Medical Releases doing this inspection period. Facility transfers offender if Medical Releases is required.

- IV-C-014 Suicide Prevention and Intervention (MANDATORY):**
Compliant – A written suicide and prevention policy was approved by Kay Ashley, LCSW – Lic#2991 Exp. 8/31/23.
- IV-C-015 Offender Deaths (MANDATORY):**
Compliant – Policy and procedure in place. No offender death at this reporting period.
- IV-C-016 Notification:**
Compliant – Policy and procedure in place.
- IV-D-001 Healthcare Quarterly Meetings (MANDATORY):**
Compliant – Documentation of Healthcare meeting Quarterly for 12/14/22.
- IV-D-004 Confidentiality of Health Information/Individual Health Record:**
Compliant – Medical files for the offenders are maintained in Warden Brooks office and maintained separately from the offender master file. The files are maintained in a locked cabinet.
- IV-D-006-1 Emergency Assessment for Intoxication or Suspected Intoxication (MANDATORY):**
Compliant – Written policy and procedure are in place. Documentation of staff training in file.
- IV-D-007 Internal Review/Quality Assurance (MANDATORY):**
Compliant – The health authority evaluates major risk management events.
- IV-E-001 Alleged and Substantiated Sexual Assaults:**
- Is this facility required to be PREA compliant due to contract language? (Yes or No)
N/A
 - Is this facility PREA compliant? (Yes or No) Yes
 - 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? N/A
- V-A-004 Religious Programs:**
Compliant – Policy and procedure in place.
- V-A-005 Exercise & Recreation Access (MANDATORY):**
Compliant – Offender have access to receive recreational (1) hour per day if the weather permits.
- V-B-001 Programs and Services:**
- List all Certified Treatment Programs (Attach Form IS-B-8-b)
N/A
 - List all other Offender Programs
Religious Program
- V-B-002 Educational Programming:**
Not Applicable – Facility is a Pre-Trial holding facility and does not offer any Educational Programs

GED Program

Number of GED Slots	<u>0</u>
Number of Participants	<u>0</u>
YTD Number of Completions	<u>0</u>

V-B-003 Substance Abuse Programs:
Not Applicable – Does not offer any Substance Abuse Programs.

V-C-001 Releasing Offenders:
Compliant – Offenders are released with two forms of identification and their personal property.

V-C-002 Regional Reentry Programs (Are offenders releasing with two valid forms of identification?):
Not Applicable

V-C-004 Parole Board Procedures:
Not Applicable

VI-B-002 Grievance Process (MANDATORY):

- Does grievance process include at least two levels of review? Yes
- Who is the designee at each level of review? 1st Level – Chief Deputy and 2nd Level – Warden
- What is the specified time period for response at each level? Each level has a 30 days response time period.

VII-A-002 Weapons Training:
Compliant – The Madison Parish Sheriff’s Office provides annual training and initial weapons training for staff. Documentation was in file for training on 8/29/22.

VII-B-010 Monthly Reporting:
Compliant – The monthly report is submitted in a timely manner.

VII-B-012 Proposed Expansions:
Compliant – There no expansions at this time.

OTHER:

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

The staff morale is deemed as good. Staff was dressed appropriately and displayed a professional demeanor. Warden Brooks answered all questions as needed and provided required documentation.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

There was only one DOC offender housed at Madison Parish Jail at this time. His morale was deemed as good. He voiced no negative comments regarding his confinement.

RECOMMENDATION:

Based on the walk-through of the facility and review of policies and procedures, it is recommended that Madison Parish Jail receive recertification with waiver and remain on an annual monitoring schedule.



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-22-012561-1

No Deficient/Cautiounary Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection		Inspection Date 4/21/2022 4:25:49 PM
Structure ID	18841	No. of Buildings	4
Facility Code	J166		
Capacity	MAIN - 36 ANNEX - 70	Year Built	1977
Construction Type	Type IIB / (000)		
Building/Trade Name	Address		
MADISON PARISH JAIL	404 EAST GREEN, TALLULAH, LA 71282		
Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	MADISON PARISH POLICE JURY	(318) 574-1833	GATORDAD67@GMAIL.COM
Address			
COURTHOUSE BUILDING, TALLULAH, LA 71282			
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: Brooks	Title: Warden	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.



STATE OF LOUISIANA
DEPARTMENT OF HEALTH
OFFICE OF PUBLIC HEALTH

Detention or Incarceration
Notice of Violations

Follow-up

Permit Number 33-03-224	Permit Name Madison Parish Jail-224		
Name of Establishment Madison Parish Jail-224	Owner Name MADISON PARISH JAIL		
Address 404 E Green ST Tallulah, LA 71282	Date 11/16/2022	Time 01:00 PM	


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
Building Requirement	101	3 - The walls are in disrepair. SHOWER WALLS
Handwashing Lavatories	101	16 - The hand lavatory is in disrepair. HOLDING CELL [Repeat]

Comments:

VERBAL ACKNOWLEDGEMENT OF REPORT PROVIDED BY JARRATE BROOKS/ WARDEN.
COPY OF REPORT EMAILED TO JARRATEBROOKS@MADISONSO.COM

Number Licensed For	Number in Attendance	License Anniversary	
32	23	11/30/2022	
Sanitarian Name/Print Jason Pylant	Phone # 318-728-4441	Sanitarian Signature 	R.S. # 1671

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

JARRATE BROOKS/ WARDEN

12-20-22

We are in the process of painting the showers in the cells at the Madison Parish Jail in order to correct the deficiencies noted by the Health Inspector.

Janez L. B.
Warden