

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR




JAMES M. LE BLANC
SECRETARY

July 12, 2023

MEMORANDUM

TO: The Honorable David Hedrick
Sheriff of Concordia 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 Concordia Parish Jail on June 23, 2023. The facility continues to provide a secure, safe, and stable environment for DOC inmates in their custody. At this time DPS&C will continue with annual monitoring visits.

Thank you for your support of the BJG process.

JML/mwk

Attachment

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



BJG MONITORING REPORT

Annual

Rev. 08/01/2022 mwk

Facility Name: Concordia Parish Jail
BJG Team Leader & Monitors: Lt. Col. Chad Firmin
Facility Warden & Email Address: Warden William Barnes, wbarnes@concordiasheriff.org
Facility Staff:
BJG Inspection Date: June 23, 2023
Previous BJJ Inspection Date: June 29, 2022
Operational Capacity: 48
Count on Day of Visit: 32

Concerns or Issues from the previous BJJ Monitoring Inspection: None

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	2	0	2
Number of Local Offenders	30	0	30
Number of Out of State Offenders	0	0	0
Number of Federal Offenders	0	0	0
Number of ICE Detainees	0	0	0
TOTAL	32	0	32

Number of DOC Offenders that are:

Single Bunked 2
 Double Bunked 0
 Triple Bunked 0
Total 2

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 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
December 2022	0	0	0	0
January 2023	0	0	0	0
February 2023	0	0	0	0
March 2023	0	0	0	0
April 2023	0	0	0	0
May 2023	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 2022	0	0	0	0	0
July 2022	0	0	0	0	0
August 2022	0	0	0	0	0
September 2022	0	0	0	0	0
October 2022	0	0	0	0	0
November 2022	0	0	0	0	0
December 2022	0	0	0	0	0
January 2023	0	0	0	0	0
February 2023	0	0	0	0	0
March 2023	0	0	0	0	0
April 2023	0	0	0	0	0
May 2023	0	0	0	0	0

GENERAL APPEARANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:

Living Area:

- **Dorms** –Offender living areas are clean with personal belongings stored properly. Offender beds all have mattresses and blankets. DOC offenders have a separate living area from the pre-trial offenders.
- **Cell Block-** The cells are clean. The cells are used for pre-trial offenders and arrestees. No DOC offenders are housed in the cells.

Culinary/Dining: The jail does not have a kitchen or dining hall. The food is prepared at Concordia Correctional facility and delivered to the jail.

Bathrooms: The bathrooms are clean and all in working order. There is adequate hot water available for offender and employee use. All offenders have access to the bathroom and shower areas without any assistance from staff.

Yard Areas: The yard consist of a fenced in concrete area located behind the jail. Offenders have daily access for recreation purposes.

Maintenance: The maintenance at the jail is handled by the Police Jury and is not located at the jail. A small maintenance area is located behind the jail with very few tools. The tools are in a locked room and on inventory and signed in and out by the officer.

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

- I-A-001 Safety/Sanitation/Inspections (MANDATORY):** Compliant- Daily safety and sanitation inspections conducted. DHH inspection was done on 6/6/23 with peeling paint on shower walls, FM inspection was done on 8/31/22 with no deficiencies. The jail is working on painting the shower walls.
- I-C-001 Emergency Plan (MANDATORY):** Compliant- There is an emergency plan in place. The plans have been submitted to the FM office for 2023 and awaiting approval. Once approved a copy will be sent to DPS&C. The plans were last approved in 2022.
- I-C-003 Fire Safety/Code Conformance (MANDATORY):** Compliant- The jail conforms to FM codes and recommendations.
- II-A-006 Staff Log (MANDATORY):** Compliant- Staff log is kept on the computer.
- II-A-007 Counts (MANDATORY):** Compliant-
- How many formal counts are conducted each shift? Minimum 2 counts per shift
 - How many counts are conducted each day? At least 4 counts daily
- Stick outs counts**
- How does the facility accomplish this? The officer that has offenders in their custody at the time of count will call the count in to control center.
 - Does this process ensure accountability and safe/secure operation of the facility?
Yes
- II-A-008 Offender Population Management System:** Compliant- Files are kept on DOC offenders housed at the jail. Offenders are processed at Concordia Correctional Center before placed at the jail.
- II-A-010 Admissions:** Compliant- Both offenders and their property is searched. Copy of paperwork in file.
- 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? The Warden at the Concordia Correctional Center reviews offender records, criminal history, length of time serving, crimes committed and determine who was eligible for trustee status before being sent to the jail.
- Does their classification process meet DPS&C, Corrections Services' criteria? Yes

II-A-016 Photo Identification (MANDATORY): Compliant- Offenders are given photo ID's.

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

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
June 2022	5	6	83	0
July 2022	5	7	71	0
August 2022	6	6	100	0
September 2022	5	5	100	0
October 2022	5	5	100	0
November 2022	4	4	100	0
December 2022	3	3	100	0
January 2023	3	3	100	0
February 2023	3	3	100	0
March 2023	2	2	100	0
April 2023	3	3	100	0
May 2023	4	4	100	0

II-A-019 Offender Transfers: Compliant- Any transfers are submitted for approval if transferring to another facility from the jail.

II-A-020 Cell Checks (MANDATORY): Compliant- Officers make rounds at least one every hour. There is also cameras in the living areas that is monitored by the officer in control center.

II-B-002-1 Use of Restraints for Pregnant Offenders: N/A - No females housed at the jail. Any female arrested will be sent to Concordia Correctional Female Facility.

II-C-001 Procedures for Searches: Compliant- Searches of offenders, their property and living areas are being done.

II-D-001 Key, Tool, and Utensil Control (MANDATORY): Compliant- Keys are signed out in control. The tools in the maintenance area are on inventory and signed in and out. There is no kitchen so no utensils are at the jail to be on inventory.

III-A-001 Rules and Discipline (MANDATORY): 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? Offender can request an application and once complete turn the application into the Warden for review and approval then will be submitted to DPS&C.
- Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? Yes

IV-A-003 Food/Dietary Allowances (MANDATORY): Compliant- Food is prepared at the Correctional Center and sent to the jail. Correctional Center has a dietician on staff to ensure sufficient dietary allowances. Records of meals served is kept at the correctional center. A cycle menu is followed.

IV-A-006 Food Services Management (MANDATORY): Compliant- Correctional Center has a kitchen staff to properly manage food services.

IV-B-001 Plumbing Fixtures – Toilets & Washbasins (MANDATORY): Compliant- All toilets and washbasins are in working order.

- IV-B-002 Plumbing Fixtures – Showers (MANDATORY):** Compliant- All showers are in working order with adequate hot water available.
- IV-B-005 Personal Hygiene (MANDATORY):** Compliant- The jail issues hygiene items to offenders 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- The jail does not charge copays.
- IV-C-003 Provision of Treatment (MANDATORY):** Compliant- The jail uses the same health authority as the correctional center. Dr. Huey Moak is the health authority.
- IV-C-005 24 Hour Care (MANDATORY):** Compliant- The jail will use Trinity Medical Hospital for medical care if needed.
- IV-C-006-1 Pregnancy Management (MANDATORY):** N/A - no female offenders housed at the jail. Female offenders are sent to the Concordia Correctional Female Facility.
- IV-C-008 Annual TB Testing:** Compliant- TB testing is conducted annually.
- IV-C-009 Chronic Care Program (MANDATORY):** Compliant- The jail falls under the chronic care program at the correctional center. The jail does not house any chronic care offenders.
- IV-C-012 Access to Sick Call (MANDATORY):** Compliant- Offenders can access sick call 5 days a week. They will be taken to the correctional center and seen by a nurse.
- IV-C-013 Infirmary Care:** N/A- no infirmary at the jail. The offender will be taken to the correctional center and seen by a nurse or to the local hospital.
- IV-C-013-1 Medical Releases** (Medical Parole, Medical Treatment Furlough, and/or Compassionate Release): Compliant- No medical releases or furloughs from the jail.
- IV-C-014 Suicide Prevention and Intervention (MANDATORY):** Complaint- There are no offenders housed at the jail on suicide watch. An offender would be sent to the correctional center for such watches. Lauren Gay Coleman LCSW reviews the suicide policy.
- IV-C-015 Offender Deaths (MANDATORY):** Compliant- No DOC offenders deaths at the jail.
- IV-C-016 Notification:** Compliant- No DOC offender admitted to the hospital or ICU for family to be notified.
- IV-D-001 Healthcare Quarterly Meetings (MANDATORY):** Compliant- Quarterly healthcare meetings are conducted at the correctional center.
- IV-D-004 Confidentiality of Health Information/Individual Health Record:** Compliant- Health information and records are kept in a secure location in the nurses' station at the correctional center.
- IV-006-1 Emergency Assessment for Intoxication or Suspected Intoxication (MANDATORY):** Compliant-Officers are trained in the use of Narcan.
- IV-D-007 Internal Review/Quality Assurance (MANDATORY):** Health Authority reviews medical policies and ensures compliance with standing orders.

- IV-E-001 Alleged and Substantiated Sexual Assaults:** Complaint- No sexual assaults reported.
- Is this facility required to be PREA compliant due to contract language? No
 - Is this facility PREA compliant? 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-004 Religious Programs: N/A - no programs at this time. The volunteer that was providing religious services is no longer going to the jail. The jail is looking to find someone to provide religious services to the offenders.

V-A-005 Exercise & Recreation Access (MANDATORY): Compliant- Offenders have access to the yard daily.

- V-B-001 Programs and Services:** N/A - No programs at the jail.
- List all Certified Treatment Programs (Attach Form IS-B-8-b)
 - List all other Offender Programs

V-B-002 Educational Programming: N/A

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: N/A No programs at the jail. If a DOC offender request to be placed in substance abuse programs then he is sent to Concordia Correctional Center to participate.

V-C-001 Releasing Offenders: Compliant- Offenders are released from the correctional center.

V-C-002 Regional Reentry Programs (Are offenders releasing with two valid forms of identification?): Compliant- Offender release packets are prepared at the correctional center and released from there.

V-C-004 Parole Board Procedures: Compliant- Parole hearings are done at the correctional center where staff is present to provide information to the Parole Board.

- VI-B-002 Grievance Process (MANDATORY):** Compliant
- Does grievance process include at least two levels of review? Yes
 - Who is the designee at each level of review?
Administrative Captain 1st level, Warden 2nd level
 - What is the specified time period for response at each level?
1st level 7 days, 2nd level 14 days

VII-A-002 Weapons Training: Compliant- Training is done annually.

VII-B-010 Monthly Reporting: Compliant- Reports are done in a timely manner.

VII-B-012 Proposed Expansions: Compliant- No proposed expansions at this time.

OTHER: Reviewed the 2 DOC offender files that are housed at the facility. Offenders Richard Layton #582672 and Michael Butler #109865.

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Spoke to staff during the audit. Staff was courteous and knowledgeable of job duties. Staff morale appeared to be good and staff seem to enjoy working at the jail.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

Offender morale and quality of life was good. There were no concerns voiced by DOC offenders. The jail has 2 DOC offenders. Both offenders were working outside behind the jail by the shop area.

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-22-009544-1

No Deficient/Cautionary Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection		Inspection Date 8/31/2022 10:07:38 AM
Structure ID	6754	No. of Buildings	1
Capacity	48	Year Built	1976
Building/Trade Name		Address	
CONCORDIA PARISH JAIL		4001 CARTER STREET, VIDALIA, LA 71373	
Facility Code		J1	
Construction Type		Type IIIA / (211)	

Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	CHIRLEY JOHNSON	(318) 336-5231	WBARNES@CONCORDIASHERIFF.ORG
Address			
HIGHWAY 84 WEST, VIDALIA, LA 71373			

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: Patrick Hails	Title: Lt	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 15-01-224	Permit Name Concordia Parish Jail-224		
Name of Establishment Concordia Parish Jail-224		Owner Name	
Address 4001 Carter ST Vidalia, LA 71373		Date 06/06/2023	Time 08:35 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
Building Requirement	101	7 - There is peeling paint on the walls in the shower. [Repeat]

Comments:

WBARNES@CONCORDIASHERIFF.ORG

Number Licensed For	Number in Attendance 36	License Anniversary 06/30/2023
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 William Barnes, warden	Signature of Recipient
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STATE OF LOUISIANA DEPARTMENT OF HEALTH OFFICE OF PUBLIC HEALTH INSTITUTION REPORT					
Agency License No. N/A	Anniversary Month JUNE				
Name of Establishment CONCORDIA PARISH JAIL-224	Mailing Address				
Address 4001 CARTER ST					
City, state, Zip Code VIDALIA LA 71373					
Type of Facility JAILS 36					
Parish Concordia	Date Inspected 06/06/2023				
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 Not Recommended; <input type="checkbox"/> License is Pending Reinspection; from the standpoint of sanitation.					
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		
LHS 48 (R 7/99) D 1014					