


Department of Public Safety & Corrections  
State of Louisiana

JOHN BEL EDWARDS  
GOVERNOR

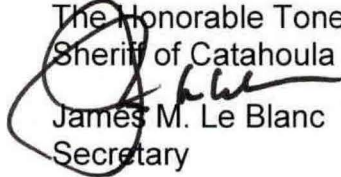


  
JAMES M. LE BLANC  
SECRETARY

August 4, 2023

**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 29, 2023. 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 with a waiver.

Thank you for your support of the BJG 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, BJG Team Leader



# BJG MONITORING REPORT

Annual

Rev. 08/01/2022 mwk

**Facility Name:** Catahoula Parish Jail  
**BJG Team Leader & Monitors:** Lt. Col. Chad Firmin  
**Facility Warden & Email Address:** Warden David Scarbrough david.catahoula@gmail.com  
**Facility Staff:** Assist. Warden Carl Williamson  
**BJG Inspection Date:** June 29, 2023  
**Previous BJJ Inspection Date:** June 10, 2022  
**Operational Capacity:** 32  
**Count on Day of Visit:** 25

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

|                                  | # MALE    | # FEMALE | TOTAL     |
|----------------------------------|-----------|----------|-----------|
| Number of DOC Offenders          | 23        | 0        | 23        |
| Number of Local Offenders        | 2         | 0        | 2         |
| 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>25</b> | <b>0</b> | <b>25</b> |

**Number of DOC Offenders that are:**

Single Bunked 0  
 Double Bunked 23  
 Triple Bunked 0  
**Total** 23

**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 BJG 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 BJG 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** The DOC offender housing areas are clean. All beds are made up and have sheets, blankets and mattresses. Offender personal property and belongings stored properly.
- **Cell Block** The cells are clean. Some of the cells are being used as a dorm to house DOC offenders where they have access to shower and television without having to be let out the cells by security. The DOC offenders are not in a restrictive housing for disciplinary purposes. The cell doors remain open for the DOC offenders to come and go freely from the cell to the common area where there are chairs and television.

**Culinary/Dining:** The jail does not have a kitchen or dining hall. The meals are prepared at Catahoula Correctional Center and delivered to the jail. All three meals are delivered from the correctional facility.

**Bathrooms:** Bathroom and shower areas are clean and in working order. Adequate hot water is available for offender use.

**Yard Areas:** The yard area is clean. It consist of a fenced in concrete area where offenders can go out daily for recreation purposes.

**Maintenance:** There is a mechanic shop for the sheriff's office located two buildings from the jail. The tools are on inventory and are signed in and out by the officer working in the shop. Building maintenance is done by the Police Jury and is not located on site.

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

- I-A-001      Safety/Sanitation/Inspections (MANDATORY):** Compliant- FM inspection done 10/4/22, DHH inspection done 1/27/23 both with no deficiencies. Daily inspections of the jail is being done also.
- I-C-001      Emergency Plan (MANDATORY):** Compliant- Emergency plan has been approved by FM office on 3/29/23 and copy forwarded to DPS&C.
- I-C-003      Fire Safety/Code Conformance (MANDATORY):** Compliant- The jail follows FM recommendations and safety codes.
- II-A-006      Staff Log (MANDATORY):** Compliant- Staff log on computer in dispatch room at the jail.
- II-A-007      Counts (MANDATORY):** Compliant-
- How many formal counts are conducted each shift? At least 2 counts with up to 4 counts
  - How many counts are conducted each day? At least 4 counts with up to 8 counts
  - **Stick outs counts**
    - How does the facility accomplish this? Offenders departing the jail for work will be counted by the jailer and the officer taking out the work crew. The officer will call his count in to dispatch for count time.
    - 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 offenders housed at the jail. Information includes master prison record, finger prints, photo and bill of information.
- II-A-010      Admissions:** Compliant- Offenders and their personal property and belongings are searched upon admission to the jail.
- 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 will review the offender records to determine who is eligible for trustee.
  - 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      | 11           | 11            | 100      | 0          |
| July 2022      | 13           | 13            | 100      | 0          |
| August 2022    | 14           | 14            | 100      | 0          |
| September 2022 | 13           | 13            | 100      | 0          |
| October 2022   | 13           | 13            | 100      | 0          |
| November 2022  | 19           | 19            | 100      | 0          |
| December 2022  | 19           | 19            | 100      | 0          |
| January 2023   | 20           | 20            | 100      | 0          |
| February 2023  | 23           | 23            | 100      | 0          |
| March 2023     | 20           | 20            | 100      | 0          |
| April 2023     | 27           | 27            | 100      | 0          |
| May 2023       | 24           | 24            | 100      | 1 meth     |

**II-A-019 Offender Transfers:** Compliant- Offenders transferred from the jail go back to the Catahoula Correctional Center before being transferred to any other facility. Any transfers made are approved prior to the transfer.

**II-A-020 Cell Checks (MANDATORY):** Compliant- The jailer makes rounds every 30 minutes.

**II-B-002-1 Use of Restraints for Pregnant Offenders:** N/A- The jail does not house females. If a female gets arrested she is then transported to the Concordia Women's Correctional Facility.

**II-C-001 Procedures for Searches:** Compliant- Searches being done in the jail. Shakedown log on file.

**II-D-001 Key, Tool, and Utensil Control (MANDATORY):** Compliant- There is no kitchen so no utensils at the jail. Keys are being signed out by the jailer as needed. Tools in the mechanic shop are on inventory and signed in and out by the officer. Only offenders in the shop will use any tools.

**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? The offender can request the application and fill it out and turn in the Warden. The Warden will review the application and if approved will submit 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 delivered to the jail from Catahoula Correctional Center. Dietician from the correctional facility follows approved menu to ensure proper dietary allowances.

**IV-A-006 Food Services Management (MANDATORY):** Compliant- Food is delivered to the jail from Catahoula Correctional Center. Dietician from the correctional facility follows approved menu to ensure proper food management.

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

- IV-B-002 Plumbing Fixtures – Showers (MANDATORY):** Compliant- Showers available and in working order. Adequate hot water available in the showers.
- IV-B-005 Personal Hygiene (MANDATORY):** Compliant- Hygiene items are available for offenders. Offenders can also purchase hygiene items from the commissary.
- IV-C-001 Access to Care/Clinical Services (MANDATORY)** (Does the facility charge a co-payment? If so, approved by DPS&C?): Compliant- There is no co-pay charged to offenders.
- IV-C-003 Provision of Treatment (MANDATORY):** Compliant- The jail will have the nurse at the Catahoula Correctional Center to assess an offender who may request medical.
- IV-C-005 24 Hour Care (MANDATORY):** Compliant- The jail will have nurses from the correctional center to assess offenders who may require medical treatment. If further medical treatment is required the offender will be taken to the local hospital or Harrisonburg Family Clinic.
- IV-C-006-1 Pregnancy Management (MANDATORY):** N/A- There are no female offenders housed at the jail. Any females arrested will be transferred to the Concordia Women's Correctional Facility.
- IV-C-008 Annual TB Testing:** Compliant- Testing is done annually.
- IV-C-009 Chronic Care Program (MANDATORY):** Compliant- The jail does not house offenders with chronic care concerns. They will be sent to the Catahoula Correctional Center.
- IV-C-012 Access to Sick Call (MANDATORY):** Compliant- Offenders can access sick call at any time from the jailer. The jailer will coordinate with medical staff at the Catahoula Correctional Center to examine the offender.
- IV-C-013 Infirmary Care:** N/A There is no infirmary at the jail. Nurses at the correctional center will examine offenders or sent to local hospital or Harrisonburg Family Clinic.
- IV-C-013-1 Medical Releases** (Medical Parole, Medical Treatment Furlough, and/or Compassionate Release): Compliant- No medical releases or furloughs from the jail as of the day of the audit.
- IV-C-014 Suicide Prevention and Intervention (MANDATORY):** Compliant-Policy in place and staff trained on suicide prevention. If the need arises for an offender to be evaluated for mental health services then the offender will be sent to the Catahoula Correctional Center for evaluation and kept there and placed on some type of watch.
- IV-C-015 Offender Deaths (MANDATORY):** Compliant- No offenders deaths at the jail.
- IV-C-016 Notification:** Compliant- No DOC offenders admitted to a hospital or ICU for family to be notified.
- IV-D-001 Healthcare Quarterly Meetings (MANDATORY):** Compliant- Meetings held at the Catahoula Correctional Center.
- IV-D-004 Confidentiality of Health Information/Individual Health Record:** Compliant- All medical records and information are kept in a secure location.
- 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):** Compliant-Health authority reviews policy to ensure compliance.
- IV-E-001 Alleged and Substantiated Sexual Assaults:** Compliant- No alleged 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:** Compliant- Church services are available.
- V-A-005 Exercise & Recreation Access (MANDATORY):** Compliant- Offenders have access to the yard daily. The offenders that are off work can access the yard throughout the day.
- V-B-001 Programs and Services:** Compliant- No programs at the jail. An offender can request to participate in programs and will be sent to the correctional center for the programs.
- List all Certified Treatment Programs (Attach Form IS-B-8-b)  
None
  - List all other Offender Programs  
Church services provided
- V-B-002 Educational Programming:** Compliant- No education programs at the jail. An offender can request to participate in educational programs and will be sent to the correctional center for the programs.
- GED Program**
- |                           |   |
|---------------------------|---|
| Number of GED Slots       | 0 |
| Number of Participants    | 0 |
| YTD Number of Completions | 0 |
- V-B-003 Substance Abuse Programs:** Compliant- No substance abuse programs at the jail. An offender can request to participate in substance abuse programs and will be sent to the correctional center for the programs
- V-C-001 Releasing Offenders:** Compliant- Offenders will normally release from the correctional center unless it is deemed an immediate release. Offenders receive their property and list of community services upon release.
- V-C-002 Regional Reentry Programs (Are offenders releasing with two valid forms of identification?):** Compliant- Offenders release with at least 2 forms of ID and list of community services.
- V-C-004 Parole Board Procedures:** Compliant- There was no DOC offender up before the Parole Board as of the date of the audit for this year.

**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?  
Warden 1<sup>st</sup> level, Sheriff 2<sup>nd</sup> level
- What is the specified time period for response at each level?  
1<sup>st</sup> level 15 days      2<sup>nd</sup> level 25 days

**VII-A-002 Weapons Training:** Compliant- Training is done annually. Was done April 2023.

**VII-B-010 Monthly Reporting:** Compliant- Monthly reports done on time.

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

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

Staff were courteous and willing to assist in the audit and receptive of any suggestions. Staff morale appears good and seem to enjoy working at the jail.

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

Offender morale and quality of life is good. There were no concerns voiced by offenders. Several DOC offenders like the jobs they have at the jail.

**RECOMMENDATION:**

Continued annual monitoring with a waiver is recommended at this time.





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

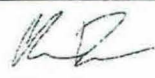
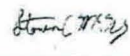


Daniel H. Wallis  
FIRE MARSHAL

### Inspection Report

Report # CB-22-020488-1

**No Deficient/Cautionary Codes cited.**

| Location Information  |   |  |  |                      |                   |
|---|---|--|--|----------------------|-------------------|
| Inspection Type   | Compliance Building Inspection  |  | Inspection Date                            | 10/4/2022 1:55:36 PM |                   |
| Structure ID  | 12365   | No. of Buildings   | 1  | Facility Code        | J116              |
| Capacity  | 32  | 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);<br>DETENTION/CORRECTION FACILITY TYPE: CONDITION 4 |  |  |                      |                   |
| Comments  |   |  |  |                      |                   |
| NO APPARENT DEFICIENCIES AT TIME OF INSPECTION<br>IN COMPLIANCE |   |  |  |                      |                   |
| Inspector Information   |   |  |  |                      |                   |
| Name: Chance Downs  | Badge Number: 724   | Inspector Signature:  |  |                      |                   |
| Person to whom requirements were explained                      |   |  |  |                      |                   |
| Name: Steven mcneely  | Title: Deputy   | 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<br>13-02-224                         | Permit Name<br>Catahoula Parish Jail-224 |                    |                  |
| Name of Establishment<br>Catahoula Parish Jail-224 |  | Owner Name         |                  |
| Address<br>301 BUSHLEY ST HARRISONBURG, LA 71340   |  | Date<br>01/27/2023 | Time<br>10:30 AM |

LAC TITLE 51 PART XVIII

Comments:

Inspection Satisfactory

| Number Licensed For  | Number in Attendance   | License Anniversary                |        |
|--|------------------------|------------------------------------|--------|
| 32   | 21                     | 07/31/2023                         |        |
| Sanitarian Name/Print  | Phone #                | Sanitarian Signature               | R.S. # |
| Amiee w. Mcnett  | 318-744-5261           |                                    | 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   | Signature of Recipient |                                    |        |
| Assistant Warden Carl Williamson   |                        |                                    |        |

STATE OF LOUISIANA  
DEPARTMENT OF HEALTH  
OFFICE OF PUBLIC HEALTH

INSTITUTION REPORT

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| Agency License No.<br>N/A   | Anniversary Month<br>JULY   |   |   |   |   |
| Name of Establishment<br>CATAHOULA PARISH JAIL-224  | Mailing Address   |   |   |   |   |
| Address<br>301 BUSHLEY ST   |   |   |   |   |   |
| City, state, Zip Code<br>HARRISONBURG LA 71340  |   |   |   |   |   |
| Type of Facility<br>JAILS 32 21   |   |   |   |   |   |
| Parish<br>Catahoula   | Date Inspected<br>01/27/2023  |   |   |   |   |
| The above establishment has been inspected by a representative of this section, and:<br><input checked="" type="checkbox"/> License is Recommended;<br><input type="checkbox"/> License is <b>Not</b> Recommended;<br><input type="checkbox"/> License is Pending Reinspection;<br>from the standpoint of sanitation. |   |   |   |   |   |
| AMIEE W. MCNETT   | <table border="1"><tr><td>3</td><td>1</td><td>6</td><td>4</td></tr></table> | 3 | 1 | 6 | 4 |
| 3   | 1   | 6 | 4 |   |   |
| LHS 48 (R 7/99)   | D 1014  |   |   |   |   |