

Department of Public Safety & Corrections
State of Louisiana

JOHN BEL EDWARDS
GOVERNOR



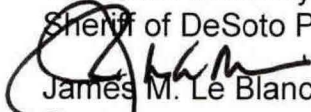
JAMES M. LE BLANC
SECRETARY

December 6, 2023

SD

MEMORANDUM

TO: The Honorable Jayson Richardson
Sheriff of DeSoto 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 DeSoto Parish Detention Center on November 16, 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/mk

Attachment

c: Mike Ranatza, Executive Director, Louisiana Sheriffs' Association
Billy Cotton, Warden, DeSoto Parish Detention Center
Seth Smith, Chief of Operations
Michele Dausat, Warden, DWCC
Roderick Malcolm, BJG Team Leader



BJG MONITORING REPORT

Annual

Rev. 08/01/2022 mwk

Facility Name: DeSoto Parish Detention Center
BJG Team Leader & Monitors: Colonel Roderick Malcolm, BJG Team Leader, (NW Region)
 Asst. Warden Tyrone Mays, BJG Team Leader, (NE Region)
Facility Warden & Email Address: Warden Billy Cotton, Email: bcotton@dpsd.org
Facility Staff: Ms. Karen Miller, BJG Officer
BJG Inspection Date: November 16, 2023
Previous BJG Inspection Date: November 16, 2022
Operational Capacity: 151
Count on Day of Visit: 108

Concerns or Issues from the previous BJG Monitoring Inspection:

	# MALE	# FEMALE	TOTAL
Number of DOC Offenders	35	2	37
Number of Local Offenders	59	9	68
Number of Out of State Offenders	2	0	2
Number of Federal Offenders	1	0	1
Number of ICE Detainees	0	0	0
TOTAL	97	11	108

Number of DOC Offenders that are:

Single Bunked	23
Double Bunked	14
Triple Bunked	0
Total	37

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
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
June 2023	0	0	0	0
July 2023	0	0	0	0
August 2023	0	0	0	0
September 2023	0	0	0	0
October 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
November 2022	0	0	0	0	1
December 2022	0	0	0	0	2
January 2023	0	0	0	0	2
February 2023	0	0	0	0	3
March 2023	0	0	0	0	0
April 2023	0	0	0	0	0
May 2023	0	0	0	0	2
June 2023	0	0	0	0	0
July 2023	0	0	0	0	0
August 2023	0	0	0	0	0
September 2023	0	0	0	0	3
October 2023	0	0	0	0	6

GENERAL APPEARANCE, CLEANLINESS, AND COMMENTS OF THE FACILITY:

Living Area: —Compliant

The living areas were found to be clean and orderly.

Dorms: —Compliant

The dorms were in good condition and clean; the shower areas were thoroughly clean. Personal property was neatly stored. Bulletin boards in each dorm contained information regarding policies and procedures.

Cell Block: —Compliant

The cells were clean and minimal property was noted. The inmates voiced no negative comments regarding the facility or their place of confinement.

Culinary/Dining: —Compliant

The culinary/dining areas were clean. The inventories were correct and there was accountability for the utensils. A licensed dietician (Misti Odefey Lic # 1711 Exp. Date 06/30/2024) approved the cycle menu in use. Inmates working in the kitchen are pre-screened by the medical department. The inmates are served in the common areas of the dorms or in their individual cells.

Bathrooms: —Compliant

The dormitory and cellblock bathrooms were clean and operational. Lavatory/showers have temperature controlled hot/cold water and the temperatures are checked.

Yard Areas: —Compliant

There is ample yard space for inmates to exercise and they are well kept and free of debris. Logbook documentation reflects that inmates are afforded the opportunity to exercise regularly. Staff continually monitors inmates outside on the yard.

Maintenance: —Complaint.

Overall maintenance of the facility is good. All maintenance repairs are contracted out. There are no tools at this facility.

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

- I-A-001 Safety/Sanitation/Inspections (MANDATORY): Compliant**
The shift supervisor performs general inspections daily. A complete comprehensive inspection is conducted each week. Current FM (9/20/2023), DHH (10/26/2023), and Retail Food (10/26/2023) reports are on file.
- I-C-001 Emergency Plan (MANDATORY): Compliant**
A detailed emergency plan is in place. All staff members have been properly trained. Staff members who were questioned regarding emergency policy/procedure and contingency plans were knowledgeable. All staff training is documented in the file. Emergency plan was submitted to DPS&C.
- I-C-003 Fire Safety/Code Conformance (MANDATORY):**
This facility is in compliance with the Fire Marshal Requirements and current FM reports were in file.
- II-A-006 Staff Log (MANDATORY):**
Staff logs of pertinent information (i.e., shift activity, daily events, deputy/supervisor rounds, etc.) were reviewed and found in order. Logs are maintained in the file in accordance with this guideline.
- II-A-007 Counts (MANDATORY): Compliant**

Three (3) formal are conducted per day. One (1) formal count is conducted on the day shift and two (2) on the night shift.
Stick outs 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? Visual head count is conducted by staff in the area were the inmate is assigned to work at.
 - Does this process insure accountability and safe/secure operation of the facility?
Yes
- II-A-008 Offender Population Management System: Compliant**
Documentation in the files reviewed reflects compliance with respect to inmate management. If an inmate is transferred to another local facility or DPS&C Facility, all records are transferred with them.
- II-A-010 Admissions: Compliant**
Current policy and procedure are in place. Admission forms are thorough and completed properly. Documentation is properly placed in inmate files

- 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?
 They use the same criteria as DOC.
 - Does their classification process meet DPS&C, Corrections Services' criteria? Yes

- II-A-016 Photo Identification (MANDATORY):**
 All inmates receive a photo identification card upon reception.

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

Month/Year	# DOC Tested	Total DOC Pop	% Tested	# Positive
November 2022	4	36	12%	0
December 2022	3	32	10%	0
January 2023	3	33	9%	0
February 2023	4	35	12%	0
March 2023	3	37	9%	0
April 2023	4	45	9%	0
May 2023	3	41	8%	0
June 2023	3	36	9%	0
July 2023	4	35	12%	0
August 2023	5	31	17%	0
September 2023	3	35	9%	0
October 2023	4	32	13%	0

- II-A-019 Offender Transfers: Compliant.** All transfers are reported as required to OAS.

- II-A-020 Cell Checks (MANDATORY): Compliant.**
 Per policy, staff checks all cells at least every four (4) hours. Documentation is maintained.

- II-B-002-1 Use of Restraints for Pregnant Inmates: Compliant.**
 Written policy and procedures are in place. The use of restraints on pregnant inmates is done in strict accordance with written policy.

- II-C-001 Procedures for Searches: Compliant**
 Procedures are in place & logs are maintained on searches & detection of contraband. Visual body cavity searches are conducted upon intake & anytime an inmate returns to the facility from outside travel/trip. Detailed shakedown & daily search logs are on file.

- II-D-001 Key, Tool, and Utensil Control (MANDATORY): Compliant**
 Staff members were questioned regarding accountability, policy, and procedures. They were found to be very knowledgeable. Keys and utensils are being accurately accounted for. No tools are kept in this facility.

- III-A-001 Rules and Discipline (MANDATORY):**
- Does the facility's inmate's orientation include the application process for applying for restoration of good time?
Yes.
 - What is their restoration of good time application process for the inmate population?
 Inmate will submit a request for restoration of good time. Warden Cotton will review and approve. The Warden will forward it to DOC for processing.
 - Does their restoration of good time application process meet DPS&C, Corrections Services' criteria? **Yes.**

- IV-A-003 Food/Dietary Allowances (MANDATORY):**
All cycle menus are reviewed and approved by Registered Dietitian Misti Odefey Lic # 1711. License through (06/30/2024). A tray/plate is provided for each hot meal.
- IV-A-006 Food Services Management (MANDATORY):**
Facility has a policy in place for food service. Meal times are in accordance with policy and never vary as a form of discipline. All inmates receive at least two (2) hot meals per day.
- IV-B-001 Plumbing Fixtures – Toilets & Washbasins (MANDATORY):**
All inmates have access to toilets and wash basins with temperature controlled hot/cold water at all times.
- IV-B-002 Plumbing Fixtures – Showers (MANDATORY):**
All inmates are able to shower every day. Water temperature logs indicate compliance with water temperature requirements.
- IV-B-005 Personal Hygiene (MANDATORY):**
Documentation reflects that indigent inmates are provided with personal hygiene items as needed at no cost to them.
- IV-C-001 Access to Care/Clinical Services (MANDATORY) (Does the facility charge a co-payment? If so, approved by DPS&C?): **Compliant****
Co-payments are currently established as follows: \$5.00 for sick call, \$3.00 for Dental, Rx co-pay is \$3.00. OTC medications are \$3.00 per week. Request for Mental Health services co-pay is \$10.00. These fees have been approved by DPS&C. Inmates are provided adequate medical attention regardless of their ability to pay established medical co-payments. Inmates sign a receipt for notification of co-pay.
- IV-C-003 Provision of Treatment (MANDATORY):**
Appropriate licensed staff have current licenses and agreement letters are in file to provide medical, dental, and everyday services to the inmates' population. Nurse Vanessa Youngblood Lic # 280776 Exp. date 01/31/2024.
- IV-C-005 24 Hour Care (MANDATORY):**
Medical personnel are on call and available 24 hours per day. In the event of a medical emergency, inmates are transported to Desoto Regional Health System and/or Ochsner/LSU-Shreveport.
- IV-C-006-1 Pregnancy Management (MANDATORY): **Non-Applicable.****
Written policy and procedures are in place. All pregnant inmates have access to obstetrical services. The females are supervised by female staff. Desoto Parish Detention Center did not have any pregnant DOC inmates as of this date.
- IV-C-008 Annual TB Testing: **Compliant****
TB testing is conducted on all inmates upon intake as well as annually at no cost to the inmate. File documentation reflects total compliance with this guideline.
- IV-C-009 Chronic Care Program (MANDATORY):**
Only inmates who are stable through use of maintenance medications are housed at this facility. All others are transferred to a DOC facility.
- IV-C-012 Access to Sick Call (MANDATORY): **Compliant****
Sick call is accessible five (5) times per week, where inmates are seen by the LPN Youngblood. Inmates are referred to Lori Eubanks (Desoto Family Medical) if necessary.

An emergency sick call can be filled out at any time. All medical emergencies are taken to the Desoto Regional Health System and/or Ochsner/LSU-Shreveport.

- IV-C-013 Infirmiry Care: Non-Applicable**
This facility does not manage inmates requiring 24-hour infirmiry care. Inmates requiring infirmiry housing are transferred to a DOC facility.
- IV-C-013-1 Medical Releases** (Medical Parole, Medical Treatment Furlough, and/or Compassionate Release):
Compliant. There have been no medical releases approved for this monitoring period.
- IV-C-014 Suicide Prevention and Intervention (MANDATORY): Compliant**
The facility has a good suicide prevention and intervention program in place. Dr. Jeffrey Evans (MD) approved the suicide prevention and intervention policy that is effectively in place. Documentation in file reflected that training is conducted annually.
- IV-C-015 Offender Deaths (MANDATORY):** Current policy in place. Staff are aware of reporting requirements. There were no DOC inmate deaths during this reporting period.
- IV-C-016 Notification:** Policies and procedures are in place related to notification of family and visitation with an inmate admitted to an ICU or trauma center according to DPS&C guidelines. Documentation of any such occurrence is maintained. No inmate reported at this time.
- IV-D-001 Healthcare Quarterly Meetings (MANDATORY):**
Quarterly meetings are conducted and documentation is in file.
- IV-D-004 Confidentiality of Health Information/Individual Health Record: Compliant**
Inmate medical records are maintained and remain in a locked area that is accessible only to staff having legal authority. Inmate medical files are forwarded to the receiving facility upon transfer of an inmate.
- IV-D-006-1 Emergency Assessment for Intoxication or Suspected Intoxication (MANDATORY):**
Any inmate suspected of intoxication is immediately seen by medical staff to assess if symptoms are medically induced or drug induced. Both deputies and medical staff have necessary training and documentation is in file.
- IV-D-007 Internal Review/Quality Assurance (MANDATORY):**
Facility has a policy in place that has been signed & approved by a Health Care Authority.
- IV-E-001 Alleged and Substantiated Sexual Assaults:**
Written policy and procedures are in place. Staff has received training on PREA. Inmates receive PREA training during their orientation to the facility. PREA investigations are conducted according to DPS&C policy. There have not been any substantiated PREA allegations associated with DOC inmates during this rating period.
- V-A-004 Religious Programs:** Religious services are conducted every Sunday of the month.
- V-A-005 Exercise & Recreation Access (MANDATORY):**
Inmates have access to ample exercise space and recreational opportunities; weather permitting, three (3) times a week inmates are given access to recreation either in the gym or outside in designated area. Logbooks indicate compliance.

V-B-001 **Programs and Services:** No Programs at this time.
 • **List all Certified Treatment Programs (attach form IS-B-8-b)**
 G.E.D
 No classes and/or programs are being offered at this facility at the moment.
 • **List all other Inmate Programs**
 Religious Services

V-B-002 **Educational Programming:**
GED Program - Waiting on instructor

Number of GED Slots	12
Number of Participants	0
YTD Number of Completions	0

V-B-003 **Substance Abuse Programs:**
 This facility does not currently offer a substance abuse program or classes. Inmates in need of substance abuse classes have the opportunity to request a transfer to a DPS&C or another local level facility that offers such programs.

V-C-001 **Releasing Inmate Compliant**
 Inmates receive all needed medications, community resource information, and property upon release. Release packets are maintained in file. All inmates sign a receipt for property and medications.

V-C-002 **Regional Reentry Programs** (Are inmates releasing with two valid forms of identification?):
 Discharge packets include all necessary documents. Inmates released with two (2) forms of identification. Inmates are transferred to Caddo to complete reentry programs.

V-C-004 **Parole Board Procedures:**
 Policies and procedures are in place related to the presence of the Warden and his/her designees at the Parole Board hearings. Documentation of any such occurrence is maintained.

VI-B-002 **Grievance Process (MANDATORY):**

- Does grievance process include two levels of review? **Yes.**
- Who are the designees at each level? **(Sgt. Brian Toups) is the designee for the first level of review, (Warden Billy Cotton) for the second level of review.**
- What is the specified time period for response at each level? **The response time period for the first level of review is ten (10) days, second level of review is ten (10) days.**

VII-A-002 **Weapons Training: Compliant**
 Deputies receive appropriate training and qualifications required annually. Facility maintains excellent training documentation.

VII-B-010 **Monthly Reporting: Compliant**
 This facility regularly submits complete and accurate monthly reports on time.

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

STAFF COMMENTS/MORALE/GENERAL OBSERVATIONS:

Staff members that I spoke with throughout the facility were both professional and dedicated to their job. The staff morale was high and no one expressed any concerns. Warden Billy Cotton and the staff of Desoto Parish Detention Center have clearly made a commitment to provide a correctional environment that promotes professionalism and accountability for their employees and inmates alike; a fact which was obvious during this inspection.

OFFENDER COMMENTS/MORALE/QUALITY OF LIFE:

I spoke with several inmates during my walkthrough inspection and they were polite and well mannered. None of them expressed any negative comments about their conditions of confinement. Overall, inmate comments were positive in nature and the inmate morale was very good.

RECOMMENDATION:

This facility consistently operates smoothly and efficiently and the level of dedication and professionalism of the staff members are exceptional. Warden Billy Cotton and staff are committed to maintaining compliance with BJJ guidelines and providing a safe, secure, and stable environment for the inmates in their custody. Based on the walk-through of the facility and the review of the guidelines, it is recommended that Desoto Parish Detention Center continues to be monitored annually.



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-22-042647-4

No Deficient/Cautious Codes cited.

Location Information			
Inspection Type	Compliance Building Inspection	Inspection Date	9/20/2023 3:25:14 PM
Structure ID	16918	No. of Buildings	1
Capacity	151	Facility Code	J135
		Year Built	1988
		Construction Type	Type IB / Type II (222)
Building/Trade Name		Address	
DESOTO PARISH DETENTION CENTER		205 FRANKLIN STREET, MANSFIELD, LA 71052	

Owner Information			
Owner Type	Name	Contact Phone	Contact Email
Municipal Project	DESOTO PARISH POLICE JURY	(318) 872-3956	BCOTTON@DPSO.ORG
Address			
PO BOX 898, MANSFIELD, LA 71052			

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 state license, occupancy and use. - Wooden shelves removed from cells - Sprinkler System Green tagged on 8/7/23.

Inspector Information		
Name: Christopher Aultman	Badge Number: 723	Inspector Signature:

Person to whom requirements were explained		
Name: Sgt. Toups	Title: Shift Sgt.	Signature:

For questions regarding the contents of this report, please call: (225) 587 5656

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.

Karen Miller

From: Nikeajah Austin <Nikeajah.Austin@la.gov>
Sent: Thursday, October 26, 2023 1:25 PM
To: Billy Cotton; Karen Miller
Subject: Routine/Renewal



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

**Detention or Incarceration
Notice of Violations**

Routine/Renewal

Permit Number 16-01-224	Permit Name Desoto Detention Center-224		
Name of Establishment Desoto Detention Center-224	Owner Name DESOTO PARISH JAIL		
Address 205 Franklin ST Mansfield, LA 71052	Date 10/26/2023	Time 11:10 AM	

LAC TITLE 51 PART XVIII

CRITICAL ITEMS: These items **MUST BE CORRECTED IMMEDIATELY** (see compliance schedule below). Repeat violations may lead to enforcement actions or permit suspensions.

Category	Code Reference	Description of Violations
Approved Bathing Facilities	101	21 - *There is no hot water at the shower. 500 Dorm

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. Throughout facility.
Building Requirement	101	7 - There is peeling paint on the walls in the shower.

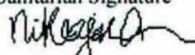
Comments:

VERBAL ACKNOWLEDGEMENT OF REPORT PROVIDED BY BILLY COTTON/WARDEN

COPY OF REPORT EMAILED TO bcotton@dpsso.org
kmiller@dpsso.org

THE FOLLOW-UP INSPECTION DATE WAS EXTENDED AS AUTHORIZED BY THE SANITARIAN SUPERVISOR.

Number Licensed For	Number in Attendance	License Anniversary
151	116	12/31/2022

Sanitarian Name/Print	Phone #	Sanitarian Signature	R.S. #
Nikeajah Austin	318-741-7493		3238

The above mentioned violations were called to my attention and were explained to me in detail. I hereby agree to

Correct Critical Violations by 11/02/2023

Correct Non-Critical Violations by

Name/Title
BILLY COTTON/WARDEN

Signature of Recipient



Nikeajah Austin, R.S.
Sanitarian 3, Parish Manager
Desoto Parish Environmental Health
113 Jefferson St.
Mansfield, La 71052
(318)872-0472

Karen Miller

From: Nikeajah Austin <Nikeajah.Austin@la.gov>
Sent: Thursday, October 26, 2023 1:23 PM
To: Billy Cotton; Karen Miller
Subject: Routine/Renewal



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

**Retail Food
Notice of Violations**

Routine/Renewal

Permit Number 16-0001027-1	Permit Name DESOTO PARISH JAIL Kitchen	
Name of Establishment DESOTO PARISH JAIL	Owner Name DESOTO PARISH JAIL	
Address 205 FRANKLIN ST MANSFIELD, LA 71052	Date 10/26/2023	Time 10:50 AM

LAC TITLE 51 PART XXIII

CRITICAL ITEMS: These items MUST BE CORRECTED IMMEDIATELY (see compliance schedule below). Repeat violations may lead to enforcement actions or permit suspensions.

Category	Code Reference	Description of Violations
CROSS CONTAMINATION	1705	25 - 1705 - Raw animal food is not separated from ready to eat food, or is placed, stored or displayed above ready to eat food. [COS][Repeat]
FOOD CONTACT EQUIPMENT/UTENSILS, CONSTRUCTION AND SANITIZATION	2501	28 - 2501 - Food contact surfaces and utensils are not clean to sight and touch Can opener [COS]

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	1501	54 - 1501.4 - Food is not stored six (6) inches off the floor. [Repeat]
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3701	105 - 3701.6 - Floor is not maintained in good repair. [Repeat]
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3703	106 - 3703.4 - Walls/ceilings or attached equipment are not in good repair. [Repeat]
STRUCTURAL/DESIGN/MAINTENANCE/PLUMBING	3703	106 - 3703.3 - Walls/ceilings or attached equipment are not clean. [Repeat]

Comments:

b cotton@dps o.org

k miller@dps o.org

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 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	Phone #	Sanitarian Signature	R.S. #
Nikeajah Austin	318-741-7493		3238

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

BILLY COTTON/WARDEN

Signature of Recipient



Nikeajah Austin, R.S.
Sanitarian 3, Parish Manager
Desoto Parish Environmental Health
113 Jefferson St.
Mansfield, La 71052
(318)872-0472

Correction:

Food has been moved to more than 6 inches from the floor.

Walls/ceilings have been painted and equipment has been repaired.

Billy Cotton
11-16-23

Form IS-B-8-b
05 November 2010

**CERTIFIED TREATMENT AND REHABILITATION PROGRAM
CERTIFICATION OF CONTINUED COMPLIANCE**

Facility: DeSoto Parish Detention Center

Date: November 16, 2023

Name of Program: G.E.D.

Date of Program Implementation: 2008

Primary Area of Service Provided:

- Education
- Job Skill Training
- Values Development and Faith Based Initiatives
- Treatment Programs
- Miscellaneous

Program has been certified by DPS&C Yes No

Program application process is consistent with DPS&C existing assessment and classification System? Yes No

Has Program Curriculum changed during preceding 12 months? Yes No

Is there an objective method used to assess completion? Yes No

Detailed records are maintained on the following:

- All offenders who apply. Yes No
- Number of offenders accepted. Yes No
- Number and type of services provided. Yes No
- Offender's completion/termination from program. Yes No

Is there a formal graduation ceremony for those who complete the program? Yes No

The CTRP referenced above continues to meet necessary criteria to maintain its certification by the Department of Public Safety and Corrections.

Roderick Malcolm, Colonel
Monitoring Team Member or BJJ Team Member/Leader

Date: November 16, 2023

ATTN: COL. B. MALCOLM, LA DPS&C
DATE: 15 NOVEMBER 2023
RE: BJG AMENDMENT IV-E-001

-NAME OF FACILITY: DESOTO PARISH DETENTION CENTER
-PHYS. ADDRESS: 205 FRANKLIN STREET
MANSFIELD, LA 71052
-CURRENT POPULATION: 110

-THIS FACILITY HOUSES BOTH MALE AND FEMALE PRISONERS

-NUMBER OF STAFF CURRENTLY EMPLOYED BY THE FACILITY WHO HAVE CONTACT WITH INMATES: 22

-NUMBER OF CONTRACTS WITH CONTRACTORS WHO MAY HAVE CONTACT WITH INMATES: 3

-NUMBER OF VOLUNTEERS WHO HAVE CONTACT WITH INMATES: 0

-IN HOUSING UNITS, DOES THE FACILITY MAINTAIN SIGHT AND SOUND SEPARATION BETWEEN YOUTHFUL (UNDER 18) INMATES AND ADULT INMATES? NO JUVENILE OFFENDERS ARE HOUSED HERE.

-DOES THE FACILITY HAVE A VIDEO MONITORING SYSTEM, ELECTRONIC SURVEILLANCE SYSTEM, OR OTHER MONITORING TECHNOLOGY? YES

-DOES THE FACILITY HAVE MEDICAL AND MENTAL HEALTH SERVICES ONSITE? IF NO, PROVIDE OFFSITE FACILITY DESIGNATED FOR SERVICE. NO. DESOTO REGIONAL FAMILY MEDICINE IS THE OFFSITE PROVIDER

-PROCEDURE FOR SCREENING NEW HIRES RELATIVE TO A HISTORY OF SEXUAL ABUSE CONVICTIONS. (HELD WITH HUMAN RESOURCES DEPT.)

-PROCEDURE FOR SCREENING PRISONERS FOR RISK OF SEXUAL VICTIMIZATION/ABUSIVENESS (PREA SCREENING CHECKLIST IN BOOKING PROCESS)

-TRAINING OF STAFF (STAFF IS TRAINED ANNUALLY)

-REQUIREMENT FOR REPORTING RESOURCE TO BE POSTED IN CONGREGATE SETTING AREAS (PREA HOTLINE AVAILABLE ON CITY TELECOIN PHONES, KIOSKS, AND TABLETS WITHIN THE BLOCKS)

-PROCESS FOR PRIVATELY REPORTING SEXUAL ABUSE, ASSAULT, AND/OR HARRASSMENT INCIDENTS. (BOTH VICTIM REPORTING AND 3RD PARTY REPORTING AVAILABLE THROUGH CITY TELECOIN PHONES, KIOSKS, AND TABLETS WITHIN THE BLOCK)

-REGULAR UNANNOUNCED ROUNDS BY SUPERVISORS TO MONITOR FOR SEXUAL ASSAULT INCLUDED IN POLICY (IN VERBAL POLICY. NOT IN WRITTEN POLICY)

-SIGHT AND SOUND SEPARATION BETWEEN YOUTHFUL OFFENDERS (UNDER 18) AND ADULT OFFENDERS? (JUVENILE OFFENDERS ARE NOT HOUSED HERE)

-A PRACTICE FOR ANNOUNCING CROSS-GENDER ROUNDS IN HOUSING AREAS (WHEN ABOUT TO ENTER A BLOCK HOUSING OPPOSITE THE JAILER'S GENDER, ANNOUNCE "(MALE/FEMALE) DEPUTY COMING IN" OR "(MALE/FEMALE) DEPUTY ON THE FLOOR")

-PROHIBITION OF CROSS-GENDER STRIP SEARCHES. (CROSS-GENDER STRIP SEARCHES ARE NOT ALLOWED)

-PROVISION OF PRIVACY IN BATHROOMS AND SHOWER AREA WITH VISUAL BARRIERS, SHOWER CURTAINS, ETC. (SHOWER CURTAINS ARE INSTALLED IN EACH BLOCK)

-RESOURCES THAT WILL BE PROVIDED FOR DISABLED INDIVIDUALS TO RECEIVE INFORMATION REGARDING THE REPORTING MECHANISMS FOR SEXUAL ASSAULT (THE NEED OF EACH PRISONER WILL BE HANDLED ON A CASE-BY-CASE MANNER, IN RESPECT TO HIS/HER DISABILITY)

-FACILITY RESPONSE PLAN TO ALLEGATION OF SEXUAL ABUSE/ASSAULT, EITHER AT THE FACILITY OR AT ANOTHER FACILITY. THIS SHALL INCLUDE NOTIFICATION/INQUIRY MADE TO THE FACILITY WHERE THE ALLEGED ABUSE OCCURRED. (UPON RECEIPT OF ALLEGATION, IMMEDIATELY CONTACT THE CRIMINAL INVESTIGATIONS DIVISION)

-DESIGNATION OF HOSPITAL FOR PRISONER FORENSIC EXAM UPON CLAIMS OF SEXUAL ASSAULT (DESOTO REGIONAL HEALTH SYSTEM)

-PROVISION OF MENTAL HEALTH SERVICES WOULD BE OFFERED TO A VICTIM OF SEXUAL ASSAULT (THE CRIMINAL INVESTIGATIONS DIVISION WILL OBTAIN MENTAL HEALTH COUNSELOR FOR VICTIM DURING INVESTIGATION. ANY MENTAL HEALTH OR MEDICAL APPOINTMENTS THEREAFTER WILL BE FULFILLED BY THE DETENTION CENTER WHILE THE PRISONER IS IN CUSTODY HERE)

DeSoto Parish Detention Center
Policy & Procedures
Prison Rape Elimination Act (PREA)

Procedure for Screening New Hires

The DeSoto Parish Detention Center (DPDC) shall not hire or promote anyone who may have contact with inmates, and shall not enlist the services of any contractor who may have contact with inmates who:

- 1) Has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility or other institution;
- 2) Has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or
- 3) Has been civilly or administratively adjudicated to have engaged in the activity described in paragraph (a)(2) of this section.

The agency shall consider any incidents of sexual harassment in determining whether to hire or promote anyone, or to enlist the services of any contractor, who may have contact with inmates.

Before hiring new employees who may have contact with inmates, the agency shall:

1. Perform a criminal background records check; and
2. Consistent with Federal, State and local laws, make its best efforts to contact all prior institutional employers for information on substantiated allegations of sexual abuse or any resignation during a pending investigation of an allegation of sexual abuse.

DPDC shall also perform a criminal background records checks before enlisting the services of any contractor who may have contact with inmates.

DPDC shall ask all applicants and employees who may have contact with inmates directly about previous misconduct described above of this section in written applications or interviews for hiring or promotions and in any interviews or written self-evaluations conducted as part of reviews of current employees. This

agency shall also impose upon employees a continuing affirmative duty to disclose any such misconduct.

Procedure for Screening for Risk of Victimization and Abusiveness

All inmates shall be assessed during an intake screening and upon transfer to another facility for their risk of being sexually abused by other inmates or sexually abusive toward other inmates.

Intake screening shall ordinarily take place within 72 hours of arrival at the facility.

The intake screening shall consider, at a minimum, the following criteria to assess inmates for risk of sexual victimization:

1. Whether the inmate has a mental, physical, or developmental disability;
2. The age of the inmate;
3. The physical build of the inmate;
4. Whether the inmate has previously been incarcerated;
5. Whether the inmate's criminal history is exclusively nonviolent;
6. Whether the inmate has prior convictions for sex offenses against an adult or child;
7. Whether the inmate is or is perceived to be gay, lesbian, bisexual, transgender, intersex, or gender nonconforming;
8. Whether the inmate has previously experienced sexual victimization;
9. The inmate's own perception of vulnerability; and
10. Whether the inmate is detained solely for civil immigration purposes.

The initial screening shall consider prior acts of sexual abuse, prior convictions for violent offenses, and history of prior institutional violence or sexual abuse in assessing inmates for risk of being sexually abusive.

An inmate's risk level shall be reassessed when warranted due to a referral, request, incident of sexual abuse, or receipt of additional information that bears on the inmate's risk of sexual victimization or abusiveness.

Employee Training and Education

DPDC shall train all employees who may have contact with inmates on:

1. Its zero-tolerance policy for sexual abuse and sexual harassment;
2. How to fulfill their responsibilities under our sexual abuse and sexual harassment prevention, detection, reporting, and response policies and procedures;
3. Inmates' right to be free from sexual abuse and sexual harassment;
4. The right of inmates and employees to be free from retaliation for reporting sexual abuse and sexual harassment;
5. The dynamics of sexual abuse and sexual harassment in confinement;
6. The common reactions of sexual abuse and sexual harassment victims;
7. How to detect and respond to signs of threatened and actual sexual abuse;
8. How to avoid inappropriate relationships with inmates;
9. How to communicate effectively and professionally with inmates, including lesbian, gay, bisexual, transgender, intersex or gender nonconforming inmates; and
10. How to comply with relevant laws related to mandatory reporting of sexual abuse to outside authorities.

Such training shall be tailored to the gender of the inmates at the employee's facility. The employee shall receive additional training if the employee is reassigned from a facility that houses only male inmates to a facility that houses only female inmates, or vice versa.

Volunteer and Contractor Training

DPDC shall ensure that all volunteers and contractors who have contact with inmates have been trained on their responsibilities under this agency's sexual abuse and sexual harassment prevention, detection, and response policies and procedures.

All volunteers and contractors who have contact with inmates shall be notified of this agency's zero-tolerance policy regarding sexual abuse and sexual harassment and informed how to report such incidents.

Inmate Education

During the intake process, inmates shall receive information explaining the agency's zero-tolerance policy regarding sexual abuse and sexual harassment and how to report incidents or suspicions of sexual abuse or sexual harassment.

This agency shall not place lesbian, gay, bisexual, transgender, or intersex inmates in dedicated facilities, units, or wings solely on the basis of such identification or status, unless such placement is in a dedicated facility, unit or wing established in connection with a consent decree, legal settlement, or legal judgment for the purpose of protecting such inmates.

Inmate Reporting

DPDC shall provide multiple internal ways for inmates to privately report sexual abuse and sexual harassment, retaliation by other inmates or staff for reporting sexual abuse and sexual harassment, and staff neglect or violation of responsibilities that may have contributed to such incidents.

Inmates shall be able to report any sexual abuse and sexual harassment by the use of tablets and/or kiosk that is located in every unit or wing, verbal or written grievances.

Resources for reporting sexual abuse or sexual harassment will be posted in every unit or wing.

Unannounced rounds are made in every unit or wing every two (2) hours.

The DPDC does not house any juveniles or inmates under the age of 18.

Limits to Cross Gender Viewing and Searches

Cross gender strip searches or cross gender visual body cavity searches will not be conducted unless performed by a health staff member.

DPDC will not permit cross gender pat down searches of female inmates/offenders.

No search or physical exam may be conducted when the sole purpose of the search or physical exam is to determine the inmate's genital status.

Inmates shall be allowed to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. All showers shall have curtains to create a visual barrier from staff and other inmates.

All staff of the opposite gender are required to announce their presence when entering an inmate housing unit.

DPDC shall train security personnel in how to conduct cross gender pat down searches, and searches of transgender and intersex inmates, in a professional and respectful manner, and in the least intrusive manner possible, consistent with security needs.

Inmates with Disabilities

DPDC will take appropriate steps to ensure that inmates with disabilities (hearing impaired, visually impaired, cognitive impaired and physical impaired) have an equal opportunity to participate in or benefit from all aspects of DPDC's efforts to prevent, detect and respond to sexual abuse and sexual harassment.

Staff Reporting Duties

DPDC shall require all staff to report immediately and accordingly to the agency policy any knowledge, suspicion or information regarding an incident of sexual abuse or sexual harassment that occurred in a facility, whether or not it is part of this agency; retaliation against inmates or staff who reported such an incident; and any staff neglect or violation of responsibilities that may have contributed to an incident or retaliation.

Apart from reporting to designated supervisors or officials, staff shall not reveal any information related to a sexual abuse report to anyone other than to the extent necessary, as specified in this agency's policy, to make treatment, investigation, and other security and management decisions.

This facility shall report all allegations of sexual abuse and sexual harassment, including third party and anonymous reports, to the facility's designated investigators.

Medical and Mental Care

If the screening indicates that an inmate has experienced prior sexual victimization, whether it occurred in an institutional setting or in the community, staff shall ensure that the inmate is offered a follow up meeting with a medical or mental health practitioner.

If the screening indicates that an inmate has previously perpetrated sexual abuse, whether it occurred in an institutional setting or community, staff shall ensure that the inmate is offered a follow up meeting with a medical or mental health practitioner.

Medical and mental health practitioners shall obtain informed consent from the inmates before reporting information about prior sexual victimization that did not occur in an institutional setting.

Inmate victims of sexual abuse shall receive timely, unimpeded access to emergency medical treatment and crisis intervention services, the nature and scope of which are determined by medical and mental health practitioners according to their professional judgment.

Inmate victims of sexual abuse while incarcerated shall be offered timely information about and timely access to emergency contraception and sexually transmitted infections prophylaxis, in accordance with professional accepted standards of care, where medically appropriate.

Treatment services shall be provided to the victim without financial cost and regardless of whether the victim names the abuser or cooperates with any investigation arising out of the incident.